City Commission Special Meeting: Final Budget Hearing FY 2026-2027
City Hall, 3 N. Summit Street
Crescent City, Florida
September 24, 2026 – 6:00 PM

REVISED AGENDA

This meeting is being conducted in person and will be streamed live on YouTube. Please see the connection information provided below. All written comments submitted to the City Commission at PublicComments@crescentcity-fl.com will be distributed to each Commissioner and included with the public record. However, they will not be read aloud during the e meeting. Anyone wishing to speak will be allowed to do so during the Public Comment sections of the agenda in person.

1. **Call to Order**
2. **Invocation**
3. **Pledge to the Flag**
4. **Roll Call**
5. **Announcements**
6. **Public Comments**

   Topics not already listed on the agenda will be heard at this time. Comments regarding public hearing topics will be heard during the public hearings. Comments regarding Business Items will be heard during the "Business Items" section. Speakers are limited to 3 minutes. If you wish to speak during the public comment period, please fill out a card at the entrance and submit it to the clerk. Your name will be called when that item comes up. Please speak into the microphone and address the Commissioners, not the audience. Speakers shall address the City Commission as a whole and refrain from addressing individual members of the City Commission, City staff, Consultants, or other speakers. Speakers shall afford the utmost courtesy to the City Commission, City employees, Consultants, and the public and shall always refrain from making rude and derogatory remarks, reflecting on integrity, using abusive comments, and making statements about motives and personalities. Speakers shall have only one opportunity to speak and shall not be entitled to a second opportunity during Public Comment or a rebuttal. It is unreasonable to expect the Commission to debate or deliberate on matters brought up during Public Comment on issues for which the Commission has received no prior information. If a speaker is declared out of order, he/she will be requested to leave the podium and be subject to physical removal from the Commission Chamber.

7. **Public Hearings**

RESOLUTION 2026-15

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CRESCENT CITY, FLORIDA, ADOPTING THE FIVE-YEAR CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2026–2031; PROVIDING FOR INCORPORATION OF THE PLAN INTO THE CITY'S FINANCIAL AND BUDGETARY DOCUMENTS; PROVIDING FOR AUTHORIZATION TO IMPLEMENT THE PLAN; AND PROVIDING FOR AN EFFECTIVE DATE.

RESOLUTION 2026-13

Second and Final Reading: Adopting the Final Millage Rate. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CRESCENT CITY, PUTNAM COUNTY, FLORIDA, ADOPTING THE FINAL OPERATING MILLAGE RATE FOR THE PURPOSE OF LEVYING AD VALOREM TAXES FOR THE CITY OF CRESCENT CITY, PUTNAM COUNTY, FOR FISCAL YEAR 2026 – 2027; AND PROVIDING FOR SCRIVENER'S ERRORS.

ORDINANCE 2026-14

Second and Final Reading: APPROVING AND FIXING THE BUDGET. AN ORDINANCE PROVIDING FOR, APPROVING, AND FIXING THE BUDGET; SETTING THE MILLAGE LEVY AT 8.7164; ALLOWING FOR GENERAL OPERATIONS OF THE CITY AND ITS VARIOUS DEPARTMENTS; APPROVING AND FIXING BUDGETS FOR SPECIAL FUNDS AND DEBT SERVICE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2026, AND ENDING SEPTEMBER 30, 2027.

ORDINANCE 2026-15

Second and Final Reading: AMENDING THE SCHEDULE OF FEES. AN ORDINANCE OF THE CITY OF CRESCENT CITY, FLORIDA, AMENDING THE SCHEDULE FEES TO BE CHARGED BY THE CITY OF CRESCENT CITY FOR NOISE, NATURAL GAS, GENERAL REPRODUCTION SERVICES, BUSINESS TAX RECEIPTS, PLANNING AND ZONING, SPECIAL EVENTS, PARKS, CODE ENFORCEMENT, WATER, WASTEWATER; PROVIDING FOR REPEAL OF PRIOR FEE ORDINANCES AND RESOLUTIONS IN CONFLICT, SEVERABILITY AND AN EFFECTIVE DATE.

ORDINANCE 2026-16

Second and Final Reading: AMENDING THE BUDGET FOR FISCAL YEAR 2025 - 2026. AN ORDINANCE OF THE CITY OF CRESCENT CITY, FLORIDA AMENDING THE BUDGET FOR FISCAL YEAR 2025-2026, PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

8. **Consent Agenda**

The Consent Agenda consists of routine, non-controversial items that may be approved by the City Commission in a single motion. Any Commissioner or member of the public may request that an item be removed from the Consent Agenda for separate discussion and consideration.

Consent Agenda Items (Click Here):

- Trucks (Public Works, Fire, & CCNG)
- Putnam County Sheriff's Office Contract Renewal
- Wastewater Facility Electronic Gate

9. **Business Items**
   - Fire Station Update
   - 2nd Annual Bike Fest Road Closure Request
   - Historic Preservation Consultant Proposal & Workshop Scheduling

10. **Additional Reports and Comments**
   - City Manager-N/A
   - City Attorney
   - City Commission-Historic Preservation Ordinance 18-02 Discussion

11. **Motion to Adjourn**

Persons with disabilities or those requiring unique accommodations to participate in this meeting should contact City Hall at 386-698-2525 at least 24 hours in advance to request such accommodation.

MEETING CONNECTION INFORMATION

You may view the meeting live on the City's YouTube channel. Go to www.crescentcity-fl.com and click on the YouTube link or go to:
http://www.youtube.com/@cityofcrescentcityflorida4804

RESOLUTION NO. 2026-15

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CRESCENT CITY, FLORIDA, ADOPTING THE FIVE-YEAR CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2026–2031; PROVIDING FOR INCORPORATION OF THE PLAN INTO THE CITY'S FINANCIAL AND BUDGETARY DOCUMENTS; PROVIDING FOR AUTHORIZATION TO IMPLEMENT THE PLAN; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of Crescent City recognizes the need for long-term planning to maintain and improve public infrastructure, utilities, facilities, parks, and public safety resources; and

WHEREAS, the City of Crescent City has prepared a Five-Year Capital Improvement Plan (CIP) for Fiscal Years 2026 through 2031, identifying capital projects necessary to meet established levels of service and future demands of residents and businesses; and

WHEREAS, the CIP organizes planned capital expenditures across the City's General Fund, Better Place Plan Fund, CRA Districts, Gas Fund, Water Fund, Sewer Fund, and applicable grant-funded programs; and

WHEREAS, the adoption of the CIP guides budgeting priorities, supports grant applications, coordinates multi-year improvements, and ensures compliance with state and local financial planning practices; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF CRESCENT CITY, FLORIDA:

SECTION 1. Adoption of the Capital Improvement Plan.

The City Commission hereby adopts the City of Crescent City Five-Year Capital Improvement Plan for Fiscal Years 2026–2031 ("CIP"), including all projects and funding sources outlined therein, covering the following major categories:

General Fund Capital Improvements – Totaling **$4,700,000**, including paving dirt roads, fire truck reserve funding, parking lot improvements, lift station upgrades, diesel pumping system, fire station appropriation, and the National Register Nomination Update.

Better Place Plan Improvements – Totaling **$1,325,000**, including parks improvements, cameras, signage, stormwater, resurfacing, shade structures, generators, and inclusive playground upgrades including FRDAP improvements for Dexter, Harry Banks, and Colbert Parks.

CRA Improvements – Totaling **$211,138**, including Grove Avenue paving, historic redevelopment, and lighting conduit improvements.

Gas Fund Capital Improvements – Totaling **$9,208,444**, including regulator station replacements, gas line upgrades, and debt service.

Water Fund Capital Improvements – Totaling **$7,400,500**, including water main upgrades and water plant upgrades.

Sewer Fund Capital Improvements – Totaling **$10,960,400**, including modernization, lift station maintenance, SSES improvements, debt service, and septic-to-sewer conversion design.

Total CIP for Fiscal Years 2026–2031: **$33,805,482**.

SECTION 2. Authorization for Implementation.

City staff is authorized to incorporate the adopted CIP into annual budget development, pursue grants and external funding for CIP projects, and schedule capital expenditures consistent with the plan.

SECTION 3. Amendments.

This CIP may be amended by resolution of the City Commission at any time as conditions warrant.

SECTION 4. Effective Date.

This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Commission of the City of Crescent City, Florida, this 24th day of September, 2026.

CITY OF CRESCENT CITY, FLORIDA

By: _____

Michele Myers, Mayor

Approved for form and content by:

Seal:

_____

Donald Holmes, City Attorney

Attest:

_____

Derek A. Martin, City Manager

CITY OF CRESCENT CITYFIVE YEAR CAPITAL IMPROVEMENT PLAN
2026-2030

Department	Project Description	Level of Service Impac	F.S.	Current Fiscal Year Expenditure Funds	Fiscal Year 2026/27 Expenditure Funds	Fiscal Year 2027/28 Expenditure Funds	Fiscal Year 2028/29 Expenditure Funds	Fiscal Year 2029/30 Expenditure Funds	Fiscal Year 2030/31 Expenditure Funds	Project Totals
Public Works- Streets	Paving dirt roads	Transportation	J			$150,000	$150,000	$150,000	$150,000	$600,000
Fire	Fire Truck (Funds set aside in Reserves) (Possible Interest from Rainy Day)	Fire Service	A			$100,000	$100,000	$100,000	$100,000	$400,000
City Admin	Parking Lot (RBDG)	City Property (Parking	J		$300,000					$300,000
Public Works- Sewer	Liftstation Rebuild/ Replacement and or Upgrades	Sewer	J			$75,000	$75,000	$75,000	$75,000	$300,000
Public Works- Sewer	A trailer mount diesel pumping system. A lot of utilities have moved to these systems for emergency use	Sewer	H			$50,000				$50,000
Fire Department	Fire Station Appropriation	Fire Service	J		$3,000,000					$3,000,000
City Hall	National Register Nomination Update, Crescent City Historic District.	Historic Register	J		$50,000					$50,000
TOTALS FOR GENERAL FUND CAPITAL IMPROVEMENTS				***$0***	***$3,350,000***	***$375,000***	***$325,000***	***$325,000***	***$325,000***	***$4,700,000***
City Admin	City Wide Camera System (Asset Security)	Infrastructure	L		$85,000				$15,000	$100,000
Public Works- Parks	Replacement Deck at Sunrise Park (Trex)	Parks	L		$35,000					$35,000
Public Works- Parks	Stainless Steel (Bathroom Upgrades for all Parks)	Parks	L		$20,000					$20,000
Public Works- Streets	CityWide Steet Sign Upgrades & 4 Way Stops	Transportation	L		$25,000					$25,000
Public Works- Streets	Stormwater Upgrades for Lake Street	Infrastructure	L		$75,000					$75,000
Public Works- Sewer	Generators for Lift Stations	Sewer	L		$150,000	$50,000	$50,000	$50,000		$300,000
Public Works- Parks	Tennis Court/ Basketball Court Resurface and Paint (Set aside from BPP)	Parks	L		$25,000	$25,000	$25,000	$25,000	$25,000	$125,000
Public Works- Parks	Fletcher Park Improvements	Parks	L			$30,000				$30,000
Public Works- Parks	Eva Lyon Park Improvements (Electric and Irrigation)	Parks	L		$30,000					$30,000
Public Works- Parks	Shade structures for ALL Park areas	Parks	L				$100,000			$100,000
Public Works- Parks	Secondary misc concrete court/ Slab aux for sport use other than Tennis	Parks	L			$75,000				$75,000
Public Works- Parks	Adaptive and inclusive playground equipment and Shade Structures (Dexter)	Parks	L		$90,000	$25,000	$25,000	$20,000	$20,000	$180,000
Public Works- Parks	Adaptive and inclusive playground equipment & Park Upgrades (Harry Banks) Possible FRDAP	Parks	L			$50,000	$25,000	$20,000	$20,000	$115,000
Public Works- Parks	Adaptive and inclusive playground equipment & Park Upgrades (Colbert)Possible FRDAP	Parks	L			$50,000	$25,000	$20,000	$20,000	$115,000
TOTALS FOR BETTER PLACE PLAN IMPROVEMENTS				***$0***	***$535,000***	***$305,000***	***$250,000***	***$135,000***	***$100,000***	***$1,325,000***
CRA-North	Paving Grove Ave. (North CRA Paving)	Transportation	K		$119,973					$119,973
CRA-South	Redevelopment Projects: Historic Remanence of City Jail and waterworks (Old Jail, Water Wheel, Waterworks) (South CRA)	Parks	K		$61,165					$61,165
CRA Central	Directional Drilling for new 1" Conduit along Central on both sides to support new LED lighting with FPL (Central CRA)	Infrastructure	K		$30,000					$30,000
TOTALS FOR CRA IMPROVEMENTS				***$0***	***$211,138***	***$0***	***$0***	***$0***	***$0***	***$211,138***
Natural Gas	Gas (Regulator stations Replacement)	Natural Gas	E	$1,691,200						$1,691,200
Natural Gas	Gas Line Upgrades (Future Grants)	Natural Gas	J		$7,300,000					$7,300,000
Natural Gas	Debt Service for Bond Issue - 6 inch Main (Work Completed in 1997 to be paid out in 2039)	Natural Gas	D	$33,600	$35,300	$37,086	$37,086	$37,086	$37,086	$217,244
TOTALS FOR GAS FUND CAPITAL IMPROVEMENTS				***$1,724,800***	***$7,335,300***	***$37,086***	***$37,086***	***$37,086***	***$37,086***	***$9,208,444***
Water	CDBG 23 NR Main St. WM Repl. & Lift Station / Crescent City / 9318-61-1	Water	J	$588,000						$588,000
Water	Lake Street Water Main Improvements, Ph 1	Water	J		$112,500	$1,500,000				$1,612,500
Water	Lake Argenta Water Main Improvements	Water	J				$250,000			$250,000
Water	Main Street Water Main Improvements, Ph 3	Water	J					$450,000		$450,000
Water	Lake Street Water Main Improvements, Ph 2	Water	J						$1,500,000	$1,500,000
Water	Water Plant Upgrades	Water	J						$3,000,000	$3,000,000
TOTALS FOR WATER FUND CAPITAL IMPROVEMENTS				***$588,000***	***$112,500***	***$1,500,000***	***$250,000***	***$450,000***	***$4,500,000***	***$7,400,500***
Sewer	Septic to Sewer Conversion Project Design (Cherry Street)	Sanitary Sewer	J			$400,000				$400,000
Sewer	CDBG Wastewater Project	Sanitary Sewer	J		$4,000					$4,000
Sewer	Wastewater Plant Modernization Project	Sanitary Sewer	J		$50,000		$5,000,000	$4,500,000		$9,550,000
Sewer	Debt Service for bond issued for sewer plant expansion/upgrade	Sanitary Sewer	I	$65,418	$67,296	$69,228	$71,106	$72,984	$74,862	$606,400
Sewer	Collection System Action Plan (SSES)	Sanitary Sewer	I			$50,000	$50,000	$50,000	$50,000	$200,000
Sewer	Lift Station Maintenance	Sanitary Sewer	I			$50,000	$50,000	$50,000	$50,000	$200,000
TOTALS FOR SEWER FUND CAPITAL IMPROVEMENTS				***$65,418***	***$121,296***	***$569,228***	***$5,171,106***	***$4,672,984***	***$174,862***	***$10,960,400***
				$2,378,218	***$11,665,234***	***$2,786,314***	***$6,033,192***	***$5,620,070***	***$5,136,948***	***$33,805,482***

LEGEND OF FUNDING SOURCES (F.S.):

A = GENERAL FUND REVENUES

B = LOAN REPAID BY GENERAL FUND
C = LOCAL OPTION GAS TAX REVENUES
D = GAS FUND REVENUES

E = LOAN REPAID BY GAS FUND
F = WATER FUND REVENUES

G = LOAN REPAID BY WATER FUND
H = SEWER FUND REVENUES
I = LOAN REPAID BY SEWER FUND
J - GRANT REVENUES
K- CRA GRANT REVENUES
L- Half Cent Tax (BPP)

RESOLUTION NO. 2026-13

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CRESCENT CITY, PUTNAM COUNTY, FLORIDA, ADOPTING THE FINAL OPERATING MILLAGE RATE FOR THE PURPOSE OF LEVYING AD VALOREM TAXES FOR THE CITY OF CRESCENT CITY, PUTNAM COUNTY, FOR FISCAL YEAR 2026 – 2027; AND PROVIDING FOR SCRIVENER'S ERRORS.

WHEREAS, the City Commission of the City of Crescent City, Florida, considered during a scheduled public meeting the necessity of adopting appropriate millage pertaining to Ad Valorem Taxes for the tax year 2027; and

WHEREAS, after due consideration, a motion was made and duly seconded that the City of Crescent City adopt the tentative millage rate of 8.7164 mils per $1,000 of taxable value regarding Ad Valorem Taxes, which represents a 6.64 percent increase over the 8.1734 rolled back millage rate; and

WHEREAS, after due consideration and discussion, the motion was passed and approved by a unanimous vote of the City Commission during the meeting on July 9, 2026;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF CRESCENT CITY THAT there is hereby established millage rate of 8.7164 mils per $1,000 of taxable value regarding Ad Valorem Taxes for taxable property existing within the confines of the City of Crescent City, Putnam County, Florida, for the tax year 2027.

First Reading September 10, 2026, and Second Reading and APPROVED AND ADOPTED by the City Commission of the City of Crescent City on this 24th day of September 2026.

By: _____

Michele Myers, Mayor

Approved for form and content by:

Seal:

_____

Donald Holmes, City Attorney

Attest:

_____

Derek A. Martin, City Manager

Business Impact Estimate

Ordinance 2026-14 Adoption of the FY 2026–2027 Annual Budget and Final Millage Rate

This Business Impact Estimate is provided in accordance with section 125.66(3), Florida Statutes. If one or more boxes are checked below, this means the County is of the view that a business impact estimate is not required by state law[1] for the proposed ordinance, but the County is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

☐ The proposed ordinance is required for compliance with Federal or State law or regulation;

☐ The proposed ordinance relates to the issuance or refinancing of debt;

☒ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;

☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the county government;

☐ The proposed ordinance is an emergency ordinance;

☐ The ordinance relates to procurement; or

☐The proposed ordinance is enacted to implement the following:

a. Development orders and development permits, as those terms are defined in s. 163.3164, and, development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243;

b. Comprehensive Plan amendments and land development regulation amendments initiated by an application by a private party other than the county;

c. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;

d. Section 553.73, Florida Statutes, relating to the Florida Building Code; or

e. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

[1] See Section 125.66(3)(c), Florida Statutes.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the County hereby publishes the following information:

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

Public Purpose:
The ordinance adopts the budget for the City of Crescent City for Fiscal Year October 1, 2026 – September 30, 2027, and formally sets the ad valorem millage rate at 8.7164 mills. The budget supports general government operations, public safety, public works, water/wastewater utilities, parks, debt service, and all special funds.
The purpose of the ordinance is to:
• Approve and fix budgets for all departments and special funds
• Establish the millage rate necessary to fund general operations
• Ensure continuity of essential municipal services
• Comply with Florida TRIM (Truth in Millage) requirements
• Authorize administrative implementation by the City Manager
No changes to the millage rate are proposed, this ordinance maintains the same rate used in the prior fiscal year (8.7164 mills).

See next sheet for further information--------→

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

Direct Economic Impact:
The ordinance maintains the existing millage rate of **8.7164**, meaning no new ad valorem tax rate is imposed on businesses.
However, businesses may see **higher tax bills if their assessed property values increased**, consistent with countywide valuation trends.
This impact is indirect and results from property market conditions, not City policy.
Direct Compliance Costs:
None.
The ordinance does not require businesses to complete new filings, reports, or procedures.
No administrative or regulatory burdens are created.
New Charges or Fees:
None.
The ordinance strictly adopts the FY 2026–27 budget and confirms the existing millage rate.
No new fees, service charges, assessments, or utility rate adjustments are created through this ordinance.
City Regulatory Costs:
No changes to City regulatory activities or enforcement programs occur as part of this ordinance.
Normal TRIM notification, budgeting, and financial administration are carried out within existing staff capacity.

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

All businesses owning commercial property or leasing commercial space may experience indirect tax impacts if assessed values increased.
Because the millage rate is unchanged, financial impacts result solely from valuation changes and not from a City rate increase.
Estimated number of businesses potentially impacted: **20–40**, consistent with Crescent City's business base.

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

• The millage rate remains unchanged at **8.7164**, preventing any tax rate increase for businesses.
• Any ad valorem revenue increases are tied only to rising property values, not to City tax policy changes.
• The ordinance ensures City funding stability without creating new financial or regulatory burdens for local companies.
• The ordinance authorizes the City Manager to implement the adopted budget once enacted.

ORDINANCE NO. 2026-14

AN ORDINANCE PROVIDING FOR, APPROVING, AND FIXING THE BUDGET; SETTING THE MILLAGE LEVY AT 8.7164; ALLOWING FOR GENERAL OPERATIONS OF THE CITY AND ITS VARIOUS DEPARTMENTS; APPROVING AND FIXING BUDGETS FOR SPECIAL FUNDS AND DEBT SERVICE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2026, AND ENDING SEPTEMBER 30, 2027.

BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF CRESCENT CITY, FLORIDA:

BUDGET SUMMARY

CITY OF CRESCENT CITY - FISCAL YEAR 2026-2027

ESTIMATED REVENUES		GENERAL FUND	SOLID WASTE FUND	GAS FUND	WATER FUND	SEWER FUND	BETTER PLACE PLAN FUND	CRA FUND	TOTAL ALL FUNDS
Taxes:	**Millage per $1000**								
Current & Del. Ad Valorem Tax	8.7164	$1,214,187							$1,214,187
Local Option Gas Taxes		$82,000							$82,000
Gas Sales Non-Tax Res.				$589,451					$589,451
Gas Sales Tax Commercial				$154,942					$154,942
Gas Sales Non-Tax Commercial				$64,422					$64,422
Electricity Franchise		$132,000							$132,000
Garbage Franchise		$25,000							$25,000
Utility Service Tax		$317,680							$317,680
Fines and Forfeitures		$6,100							$6,100
Licenses and Permits		$15,800							$15,800
State Shared Revenue		$171,678							$171,678
Lieu of Taxes		$5,000							$5,000
Other General Government		$12,000						$434,758	$446,758
Interest Income		$47,000							$47,000
1% Surtax (Better Place Plan)							$232,722		$232,722
Rent & Leases		$27,564							$27,564
Sales of Surplus Material		$3,500							$3,500
Other Revenues		$107,361		$7,807					$115,168
Grant & Loan Proceeds		$3,000,000		$1,500,000	$112,000	$50,000			$4,662,000
Charges			$184,023	$30,000	$528,971	$550,773			$1,293,767
Carry Over							$300,000	$130,782	$430,782
TOTAL OPERATING REVENUE		**$5,166,870**	**$184,023**	**$2,346,622**	**$640,971**	**$600,773**	**$532,722**	**$565,540**	**$10,037,522**
Transfers-In		$432,700							$432,700
Reserves		$1,000,000							$1,000,000
TOTAL REVENUES, TRANSFERS & BALANCES		**$6,599,570**	**$184,023**	**$2,346,622**	**$640,971**	**$600,773**	**$532,722**	**$565,540**	**$11,470,222**
EXPENDITURES									
Finance & Administration		$580,288							$580,288
City Commission		$120,148							$120,148
Fire Control		$3,164,697							$3,164,697
Law Enforcement		$496,000							$496,000
Legal Counsel		$61,000							$61,000
Utility Billing/Customer Service		$306,952							$306,952
Planning & Zoning		$71,395							$71,395
Other General Government		$101,657	$170,223						$271,880
Code Enforcement Operations		$53,222							$53,222
Street Department		$348,992							$348,992
Parks & Recreation		$110,688							$110,688
Gas Utility				$2,206,522					$2,206,522
Water Utility					$508,171				$508,171
Sewer Utility						$430,673			$430,673
Better Place Plan							$532,722		$532,722
CRA								$537,540	$537,540
Redemption of Long-Term Debt				$27,000		$25,100			$52,100
TOTAL EXPENDITURES		**$5,415,039**	**$170,223**	**$2,233,522**	**$508,171**	**$455,773**	**$532,722**	**$537,540**	**$9,852,991**
Transfers-Out		$184,531	$13,800	$113,100	$132,800	$145,000	$0	$28,000	$617,231
Fund Balances/Reserves/Net Assets		$1,000,000	$0	$0	$0	$0	$0	$0	$1,000,000
TOTAL APPROPRIATED EXPENDITURES TRANSFERS, RESERVES & BALANCES		**$6,599,570**	**$184,023**	**$2,346,622**	**$640,971**	**$600,773**	**$532,722**	**$565,540**	**$11,470,222**

The tentative, adopted, and/or final budgets are on file in the office of the above-referenced taxing authority as public record.

SECTION 1 – The City Commission of the City of Crescent City, Florida, does hereby make the following appropriation, and set the millage levy at 8.7164 per $1,000 for the fiscal year starting October 1, 2026, and ending September 30, 2027, inclusive for its several departments as follows:

SECTION 2 – All Ordinances or parts of Ordinances in conflict herewith are hereby repealed and this Ordinance in conflict herewith are hereby repealed and this Ordinance shall take effect as provided for by law.

FIRST READING: approved on this ___ day of _____ 2026.

ADOPTED ON SECOND READING on this ____ day of _____ 2026.

CITY COMMISSION, City of Crescent City, Florida

By: _____
Michele Myers, Mayor

Approved for form and content by:

_____
Donald Holmes, City Attorney

Attest:

_____
Derek Martin, City Manager

The City of Crescent City Final Budget

Fiscal Years 2026-27

Prepared by:

Derek Martin- City Manager

Table of Contents

Executive Summary 5

Executive Summary – FY 2026–2027 Annual Budget 6

I. General Fund Overview 6

II. Better Place Plan (BPP) – Discretionary Fund 7

III. Community Redevelopment Agency (CRA) – Central, North, South 8

IV. Water Fund 9

V. Wastewater Fund 9

VI. Gas Fund 10

VII. Solid Waste Fund 11

VIII. Citywide Financial Position and Strategic Outlook 11

General Fund Revenues Summary Report FY 2026–2027 13

City Commission 18

Charts for the City Commission 21

City Manager 23

Visual charts for the City Manager 27

Finance Department 29

Charts for the Finance Department 34

Legal Department 36

Charts for the Legal Department 38

Utility Billing & Customer Service 40

Charts for the Utility Billing / Customer Service Department 45

Planning & Zoning 47

Charts for the Planning & Zoning Department 50

City Hall 52

Charts for the City Hall 58

Law Enforcement 60

Charts for Law Enforcement 62
Fire Department 64
Charts for the Fire Department 69
Code Enforcement 71
Charts for the Code Enforcement Department 75
Public Works (Streets) 77
Charts for Public Works 82
Parks & Recreation 84
Charts for the Parks & Recreation Department 89
Better Place Plan (BPP) / Discretionary Fund 91
Better Place Plan (BPP) / Discretionary Fund 92
1. Revenues 92
2. Expenditures 93
Category 1: Improvements (#1) 93
Category 2: Infrastructure (#2) 94
Category 3: Equipment (#3) 94
Category 4: Public Buildings Improvements (#4) 95
Charts for the Better Place Plan (BPP) / Discretionary Fund 97
Community Redevelopment Agency 100
Community Redevelopment Agency 101
I. CENTRAL CRA DISTRICT 101
Revenues 101
Expenditures 102
II. NORTH CRA DISTRICT 104
Revenues 104
Expenditures 104
III. SOUTH CRA DISTRICT 106

Revenues 106
Expenditures 107
Charts for all three CRA Districts — Central, North, and South 109
Enterprise Funds 116
Wastewater Fund 117
II. Revenues 117
III. Expenditures 119
Charts for the Wastewater Fund 125
Gas Fund 127
II. Revenue Summary 127
III. Expenditures 129
Charts for the Gas Fund 135
Solid Waste Fund 137
II. Revenue Summary 137
III. Expenditure Summary 138
Charts for the Solid Waste Fund 141
Water Fund 143
II. Revenue Summary 143
III. Expenditure Summary 145
Water Fund charts 150
Five-Year Capital Improvement Plan (CIP) FY 2026–2030 152
Charts for the City of Crescent City Five-Year Capital Improvement Plan (CIP) 160

Executive Summary

Executive Summary – FY 2026–2027 Annual Budget

(All Funds)**

The FY **2026–2027 Annual Budget** reflects Crescent City's commitment to responsible governance, infrastructure modernization, fiscal stability, and service enhancement across all departments and enterprise utilities. This budget cycle is marked by **strong core revenue growth**, **significant state and federal grant activity**, and **major capital reinvestment**—alongside careful operational budgeting and cost containment.

Despite inflationary pressures, rising utility costs, aging infrastructure, and expanding service demands, Crescent City has delivered a **balanced citywide budget** supported by sustainable revenue streams, conservative spending, and targeted rate adjustments.

The following executive briefing summarizes the performance and strategic direction of each major fund.

I. General Fund Overview

The **General Fund**—the City's primary operating budget—shows a **6% year-over-year revenue increase**, driven primarily by:

Key Revenue Drivers

- Property taxes increased by **16%**, due to rising taxable values at the adopted millage rate of **8.7164**.
- State intergovernmental revenues remain stable with slight growth in revenue sharing and half-cent sales tax.
- Administrative fees from enterprise funds remain a major internal revenue source supporting General Fund operations.
- Investment income increased **22–25%** due to higher interest rates and strong returns from Florida PRIME.

Major Expenditures

Spending increases are targeted, aligned with community needs, including:

- City Commission benefit adjustments and training
- City Manager and Administrative Department realignments
- Finance Department salary adjustments and audit cost refinements
- Legal and Planning & Zoning professional service investments
- Public Works Streets modernization (LED upgrades, sidewalk work, vehicle leases)
- Fire Department operational increases with state appropriation for new EMS/Fire Station
- Police services remain stable under the Sheriff's Office contract.

The General Fund remains balanced with revenue growth offsetting moderate expense increases, and the City continues maintaining healthy reserves.

II. Better Place Plan (BPP) – Discretionary Fund

The BPP Fund shows **significant capital investment** and remains fully balanced.
FY 2027 revenues grew by **19%**, mostly from increased carry-forward capacity.

Capital Priorities

- Entryway monument signs (North, South, SR-308)
- Sunrise Park deck replacement (Trex)
- Adaptive playground equipment & shade structures
- Eva Lyon Park irrigation and electrical upgrades
- Stormwater improvements along Lake Street
- Citywide camera/security system
- Generator installations at lift stations

- City Hall carpet replacement, pavilion flooring upgrades, and historic signage

The BPP demonstrates long-term commitment to beautification, parks, public safety, and infrastructure modernization.

III. Community Redevelopment Agency (CRA) – Central, North, South

The CRA is experiencing an active redevelopment cycle with **three districts making targeted investments**.

Central CRA (Downtown District)

- Revenues increased 25% from rising property values.
- Major expenditures include façade grants, housing rehab, annual CCDP professional services, and LED conduit installation along Central Avenue.

North CRA

- Revenues declined due to large carry-forward usage in FY 2026.
- Strong capital investment continues with **$116k in improvement projects**, including roadway work, dirt-to-paved transitions, Grove Street improvements, and infrastructure upgrades.
- Redevelopment grant demand eased after large prior-year investments.

South CRA

- Revenues grew 35% from higher TIF contributions and strategic carry-forward.
- FY 2027 includes major historic and waterfront enhancements:
    - Old jail & waterworks restoration
    - Waterfront benches, plantings, fencing
    - Beautification around Sunrise Park
- Smaller commercial grants proceed cautiously as redevelopment grows organically.

Overall, the CRA remains financially balanced and strategically focused on property value enhancement and community development.

IV. Water Fund

Core Water revenues rose **5%**, driven by the adopted rate increase.
Operational revenues returned to normal following the completion of $3.4M in state and federal water-main projects (North Main, Prospect, Lake Argenta, South Tower).

Key operational themes

- Strong rate-driven revenue stability
- Increased testing due to new schools and interconnections
- Significant chlorine/material inflation
- Equipment repairs rising due to aging tanks and towers
- Fire hydrant replacements supported by ARPA
- Balanced net position with no deficit

The Water Fund is well positioned for future plant modernization and continued regulatory compliance.

V. Wastewater Fund

Wastewater revenues increased **5%** due to rate adjustments.
Operational costs rose with increased lift station repair needs, chemical costs, insurance, and fuel.
The department received a **$50,000 state appropriation** to begin treatment facility redesign—an important step toward future modernization.

Key trends

- Lift station repairs up **72%**
- Overtime and personnel costs rising modestly

- Security gate installation for plant safety
- Operating supplies (chlorine) rising with market conditions
- Balanced fund with no deficit

The Wastewater Fund remains operationally stable and grant-supported for strategic long-term upgrades.

VI. Gas Fund

The Gas Fund is entering a major infrastructure renewal period with **$1.5 million PHMSA federal grant funding** approved for FY 2027.

Core revenue

- Gas sales increased **17%** due to usage growth, new customers, and minimum charge adjustments.

Major capital initiative

PHMSA grant covers replacement of:

- Five regulator stations
- 3" and 2½" low-pressure steel mains
- X-Trub mains required for removal by PSC
- Cathodic protection improvements
- Farm tap modernization
- Odorization system upgrades
  This marks the largest gas capital project in decades.

Operational pressures

- Natural gas purchase costs up 21%
- Insurance increases (new CSX liability policy)
- Vehicle and equipment repairs rising

- Other charges increased for school gas-line reimbursement and consulting support
- Personnel costs modestly rising (5% salary increase)

The Gas Fund remains financially strong with grant funding enabling long-term safety improvements.

VII. Solid Waste Fund

The Solid Waste Fund remains **fully balanced**, with revenues matching expenses exactly.

Key details

- 575 customers × $26.67 monthly ($24.67 contract + $2 admin fee)
- Contract rates increased 3% per Waste Pro's June 15, 2026 letter
- Administrative cost allocation remains unchanged
- No deficit; stable pass-through cost recovery structure

Solid Waste continues operating efficiently as a stable enterprise utility.

VIII. Citywide Financial Position and Strategic Outlook

Strengths

- All enterprise funds are **balanced with no deficits**.
- General Fund revenues increased 6%.
- Large grant-funded capital improvements completed or underway.
- LED lighting, security, stormwater, water mains, sewer upgrades, gas mains, CRA revitalization, and parks improvements all advance City livability.
- Rate adjustments remain modest and well-justified.
- Administrative cost allocations provide stable internal funding.

Challenges

- Aging water and wastewater infrastructure requiring continuous reinvestment
- Gas system modernization needed across 1963-era mains
- Public Works fleet and equipment aging
- Rising insurance, chemical, and material costs across utilities
- Continued balancing of CRA district demands with available TIF growth

Overall Outlook

Crescent City enters FY 2026–27 with:

- Stable revenues
- Controlled expenditures
- Significant capital momentum
- Strong financial positioning
- A fully balanced, responsible budget
- Strategic alignment with long-term infrastructure needs

This budget cycle is one of **renewal and modernization**, setting a foundation for sustainable growth, improved safety, and strengthened community services.

General Fund Revenues Summary Report FY 2026–2027

Overview

The General Fund revenue budget for FY **2026–2027** totals **$2,599,570**, reflecting an increase of **$156,740 (6%)** over the FY **2025–2026** Adopted budget of **$2,442,830**. When including the **State Appropriation of $3,000,000** for the new EMS/Fire Station, total revenues increase to **$5,599,570**.

Across categories, revenue growth is driven primarily by **Ad Valorem Taxes**, **Intergovernmental Agreements**, and **Investment Income**, with other categories holding steady or decreasing based on updated estimates.

---

1. Taxes

Total Taxes FY 2027: $1,630,867
Increase from FY 2026: +$166,881 (11%)

Highlights:

- **Ad Valorem (Current Taxes)** increased by **$164,717 (16%)**, driven primarily by rising taxable value at the millage rate of **8.7164**.
- Utility taxes remain **flat**, except Water Utility Tax which increased **5%** due to pass-through adjustment.
- Communication Service Tax shows a slight reduction based on updated state estimate.
- Other taxes remain stable.

Overall, tax revenue shows healthy growth, primarily due to the strength of property values.

---

2. Licenses and Permits

FY 2027 Total: $15,800
Increase from FY 2026: +$1,500 (10%)

- Most categories remain consistent with FY 2026 numbers.
- Alcoholic Beverage License increases notably (+92%).
- Mobile Home Licenses decline by **31%** due to lower expected renewals.

This category remains stable year-over-year with minor adjustments.

---

3. Intergovernmental Revenues

FY 2027 Total: $408,039
Increase from FY 2026: +$3,837 (1%)

- Franchise fees (Electric & Garbage) remain stable.
- FDOT Contracts increase modestly (3%) based on updated maintenance agreements.
- State Revenue Sharing and Half-Cent Sales Tax reflect slight increases based on updated state projections.
- Gasoline Tax Rebate remains unchanged.

This category shows **minimal growth**, based on predictable contract and state allocation adjustments.

---

4. Charges for Services

FY 2027 Total: $463,764
Increase from FY 2026: +$522 (0%)

- Administrative fees for Water, Gas, Wastewater, Solid Waste, and CRA remain unchanged.
- Rent from Putnam County increases slightly due to a 2% lease escalation.

- Sale of surplus equipment remains budgeted the same pending updated estimates.

This category is largely flat due to reliance on stable internal administrative transfers.

---

5. Fines and Forfeitures

FY 2027 Total: $6,100
Decrease from FY 2026: –$25,500 (–81%)

- Code enforcement fines significantly reduced due to removal of prior-year lien revenue and one-time collections (Dunkin project).
- Court fines and recreation fees remain steady.

This revenue category sharply drops due to elimination of one-time lien revenue.

---

6. Investment Income

FY 2027 Total: $47,000
Increase from FY 2026: +$9,500 (25%)

- Increase due to strong earnings from Florida Prime (approx. **4.6%**).
- Quarterly county investment distributions projected at **$1,000**.

Rising market returns have strengthened this category.

---

7. Other Revenues

FY 2027 Total: $3,028,000
Increase from FY 2026: +$3,000,000

- The increase is due to the **State Appropriation for the new EMS/Fire Station**.
- Miscellaneous revenue categories remain flat.

This category reflects a **major one-time funding source**.

Total General Fund Revenues (Excluding State Appropriation)

FY 2026 Adopted Budget: $2,442,830

FY 2027 Budget: $2,599,570

Increase: $156,740 (6%)

Revenue growth is driven primarily by:

- Property tax increases.
- Modest intergovernmental increases.
- Higher investment returns.

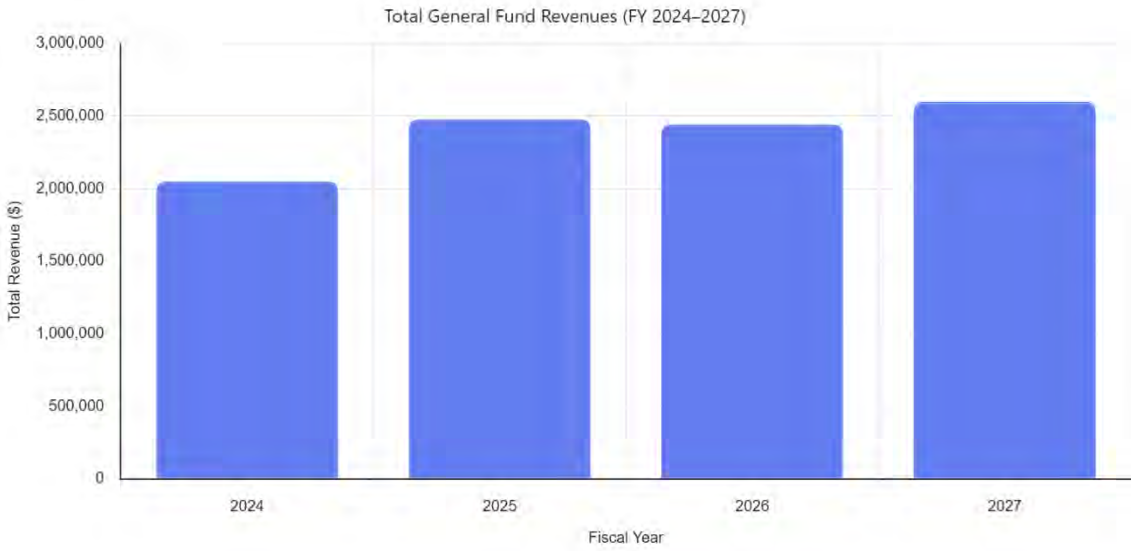
Total Revenues Including EMS/Fire Station funding:

FY 2027: $5,599,570

Charts comparing General Fund Revenues FY 2024–2027

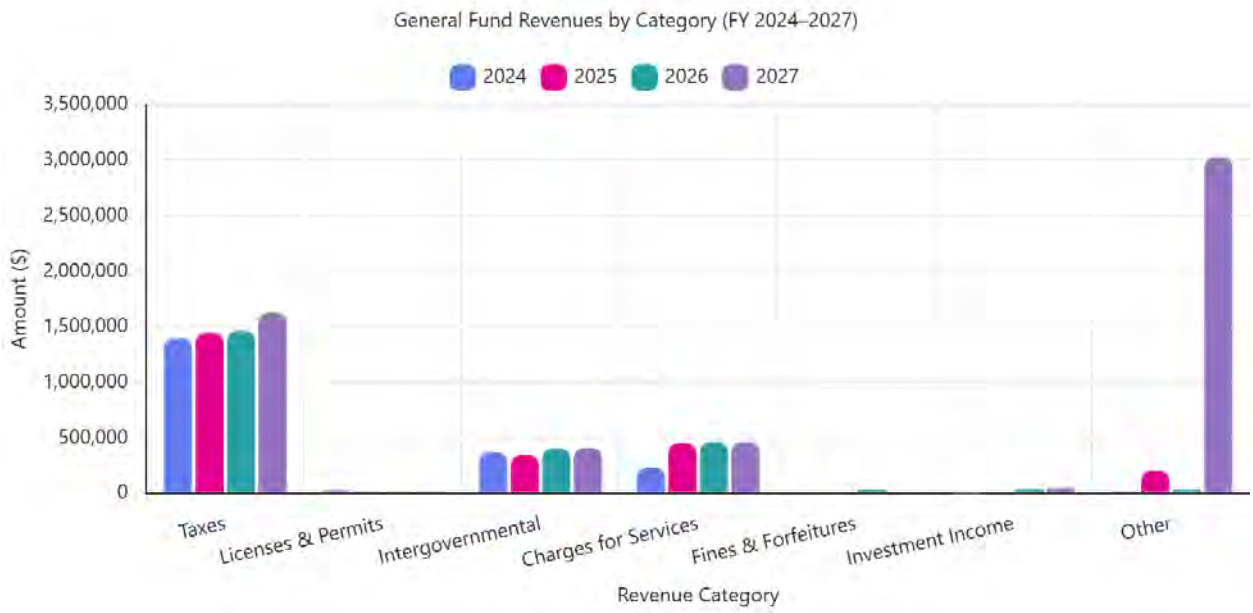
1. Total General Fund Revenues (FY 2024–2027)

This chart shows year-over-year total revenue changes.



2. Revenues by Major Category (FY 2024–2027)

A grouped bar chart comparing each major revenue category across all four fiscal years.



Summary

The FY 2026–2027 General Fund budget reflects **steady and sustainable revenue growth**, primarily fueled by increased property valuations and strong investment income. Operational revenue categories remain stable, while one-time state funding dramatically boosts total revenues.

Below is your **Financial Summary Report** for the **City Commission – General Fund Expenditures**, comparing FY 2027 to FY 2026 and prior years based on the data in your spreadsheet.

City Commission

Overview

The City Commission's General Fund expenditure budget for **FY 2026–2027** is **$120,148**, which represents a significant **increase of $47,121 (65%)** compared to the **FY 2025–2026 Adopted budget of $73,027**.

This increase is almost entirely attributed to:

- Adjustments to salary and benefits per **ORD 99-04**, including reinstated commissioner benefit costs.
- Addition of **health and life insurance** for one commissioner.
- Expansion of **conference and training allowances**.
- Removal of certain one-time expenditures from prior years (501(c)3 donations, etc.).

---

1. Salaries

FY 2027: $25,200
FY 2026 Adopted: $44,893
Change: –$19,693 (–44%)

Salary reductions reflect updated compensation rules per **ORD 99-04**, setting:

- **Mayor:** $500 per month
- **Commissioners:** $400 per month

Total annualized cost reduces significantly from prior budget allocations.

---

2. Benefits (FICA, Retirement, Health Insurance)

FICA Taxes

- **FY 2027:** $1,928
- **FY 2026:** $3,434
- **Change:** –$1,506 (–44%)

Retirement for Former Commissioners

- Stable at $7,200 annually
- Payments made to three retired commissioners.

Health & Life Insurance

- **FY 2027:** $13,800
- New allocation for one commissioner enrolled in the City's health plan.

Overall increase in benefits is driven entirely by insurance coverage being reinstated to align with Ord. 99-04.

---

3. Training & Conferences

All five training categories (Mayor + Commissioners 1–4) increase from **$1,500 to $2,000**.

Increase per line: +$500 (33%)
Total training increase: +$2,500

This reflects a policy decision to expand elected official training support.

---

4. Advertising

- **FY 2027:** $5,000
- No change
  Covers statutory public meeting notices.

---

5. Aid to Private Organizations

- **FY 2027:** $1,500
- **FY 2026:** $3,000
- **Change:** –$1,500 (–50%)

This reduction reflects more conservative use of discretionary contributions to local groups (SPCSC, Pink Out, Library).

---

6. Other

- **FY 2027:** $2,000
- No change
  Includes software subscriptions, annual dues, minor equipment, and office supplies.

Total City Commission Expenditures

FY 2024 Audit: $68,330

FY 2025 Unaudited: $68,745

FY 2026 Adopted: $73,027

FY 2027 Budget: $120,148

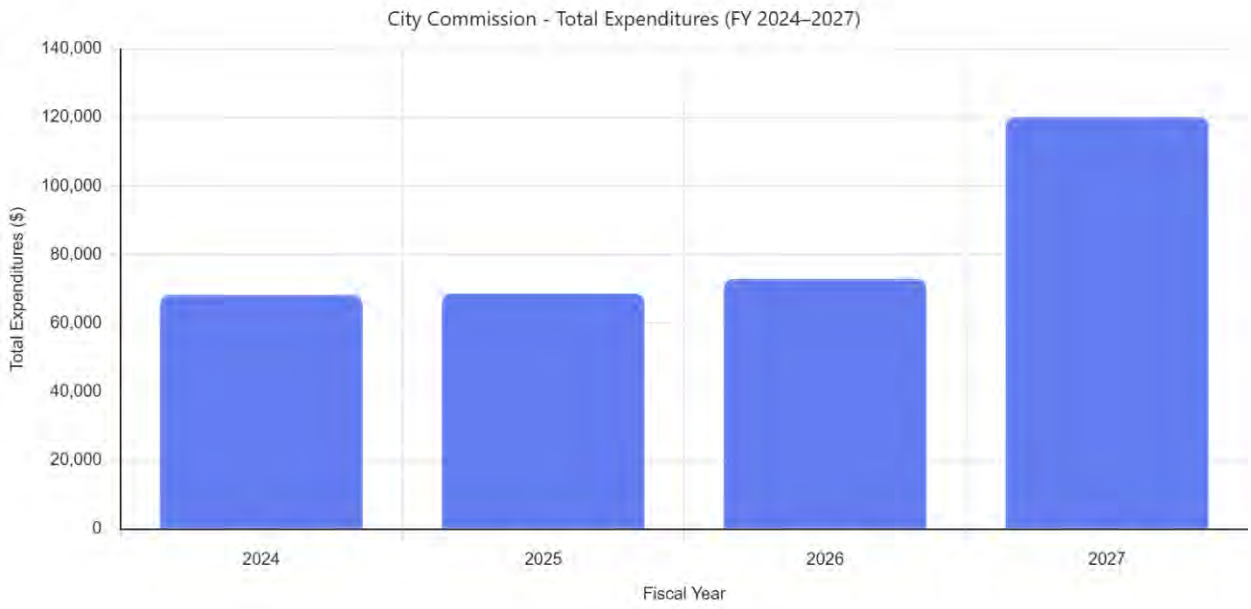
Change from FY 2026 → FY 2027:

- **+ $47,121 (65% increase)**

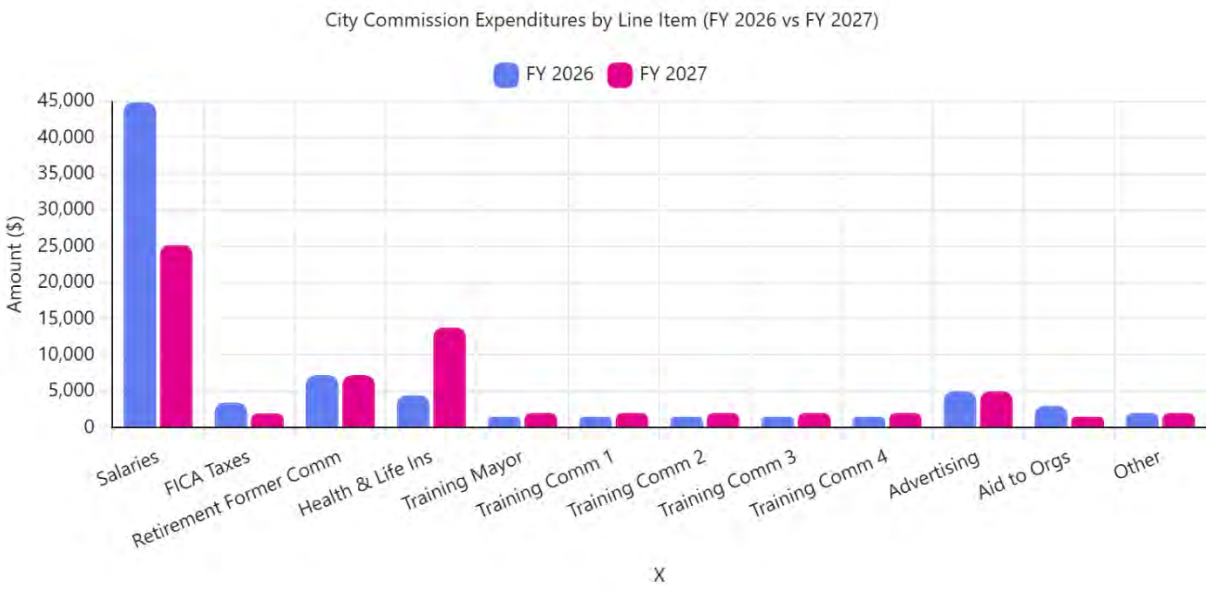
Charts for the City Commission

1. Total City Commission Expenditures (FY 2024–2027)

This shows the overall year-over-year change, highlighting the increase in FY 2027.



2. Line-Item Comparison: FY 2026 vs FY 2027This chart breaks down the changes by category, showing where increases and decreases occurred.



Summary

The FY 2027 City Commission budget reflects **strategic cost adjustments** based on statutory compensation rules provided in Ord. 99-04, expanded training allowances, and reinstated commissioner healthcare coverage. While salaries and FICA decrease due to recalibrated compensation levels in line with Ord. 99-04, the overall budget increases due to benefit costs and training investments.

City Manager

Overview

The City Manager Department's FY **2026–2027** General Fund expenditure budget is **$277,489**, representing a **decrease of $21,908 (–7%)** from the FY **2025–2026** Adopted budget of **$299,397**.
This reduction is due mainly to lower executive salary allocations, elimination of certain line items such as Medicare (moved to FICA) and IT licenses, and removal of professional services for a 1099 administrative employee.

Despite reductions, several personnel-related expenses increased due to salary adjustments, benefit costs, and rising support service allocations.

---

1. Salaries

Executive Salaries

- **FY 2027:** $141,750
- **FY 2026:** $154,020
- **Change: –$12,270 (–8%)**
  Assistant City Manager salary is split 50% with the CRA, reducing General Fund cost.

Staff Salaries

- **FY 2027:** $54,600
- **FY 2026:** $53,289
- **Change: + $1,311 (2%)**
  Reflects a 5% increase to Clerk base salary.

Christmas Bonus

- $200 (unchanged)

---

2. Taxes & Benefits

FICA

- **FY 2027:** $15,021
- **FY 2026:** $12,887
- **Change: + $2,134 (17%)**

Medicare

- Removed and merged into FICA
- **Change: –$3,014 (–100%)**

Pension

- **FY 2027:** $16,690
- **FY 2026:** $20,785
- **Change: –$4,095 (–20%)**

Health & Life Insurance

- **FY 2027:** $22,500 (unchanged)**
  Supports Manager and Assistant Manager.

Worker's Compensation

- **FY 2027:** $1,078
- **FY 2026:** $371
- **Change: + $707 (+191%)**

---

3. Professional & Operating Expenses

Professional Services

- FY 2027 budgeted at **$0**
  Previously used for a contracted 1099 employee.

Travel Per Diem

- Remains **$3,000**
  Covering job search and professional travel expenses.

Conference and Training

- **FY 2027:** $2,500
- **FY 2026:** $2,000
- **Change: + $500 (+25%)**
  Includes FCCMA and ICMA participation.

Car Allowance

- $3,600 (unchanged)
  City Manager receives $300/month.

Supplies

- **FY 2027:** $3,000
- **FY 2026:** $2,500
- **Change: + $500 (20%)**

Operating Supplies

- Removed in FY 2027
  Moved to general Supplies category.

---

4. Memberships & Utilities

Memberships and Dues

- $1,500 (unchanged)
  Includes League of Cities, Chamber, Clerks Association, ICMA, etc.

Telephone/Internet

- **FY 2027:** $4,959
- **FY 2026:** $4,300
- **Change: + $659 (15%)**

Insurance (Auto/Property/General)

- **FY 2027:** $2,312
- **FY 2026:** $5,281
- **Change: –$2,969 (–56%)**

IT Support & Licenses

- **FY 2027:** $4,280
- **FY 2026:** $5,800
- **Change: –$1,520 (–26%)**

IT Licenses

- Eliminated in FY 2027 (Adobe, Cisco, VPN).

---

5. Incentives

Employee Incentives

- **FY 2027:** $500
- **FY 2026:** $1,500
- **Change: –$1,000 (–67%)**

Total City Manager Expenditures

FY 2024 Audited: $218,910

FY 2025 Unaudited: $243,366

FY 2026 Adopted: $299,397

FY 2027 Budget: $277,489

Year-over-Year Change (FY 2026 → FY 2027):

–$21,908 (–7%)

Visual charts for the City Manager

1. Total City Manager Expenditures (FY 2024–2027)

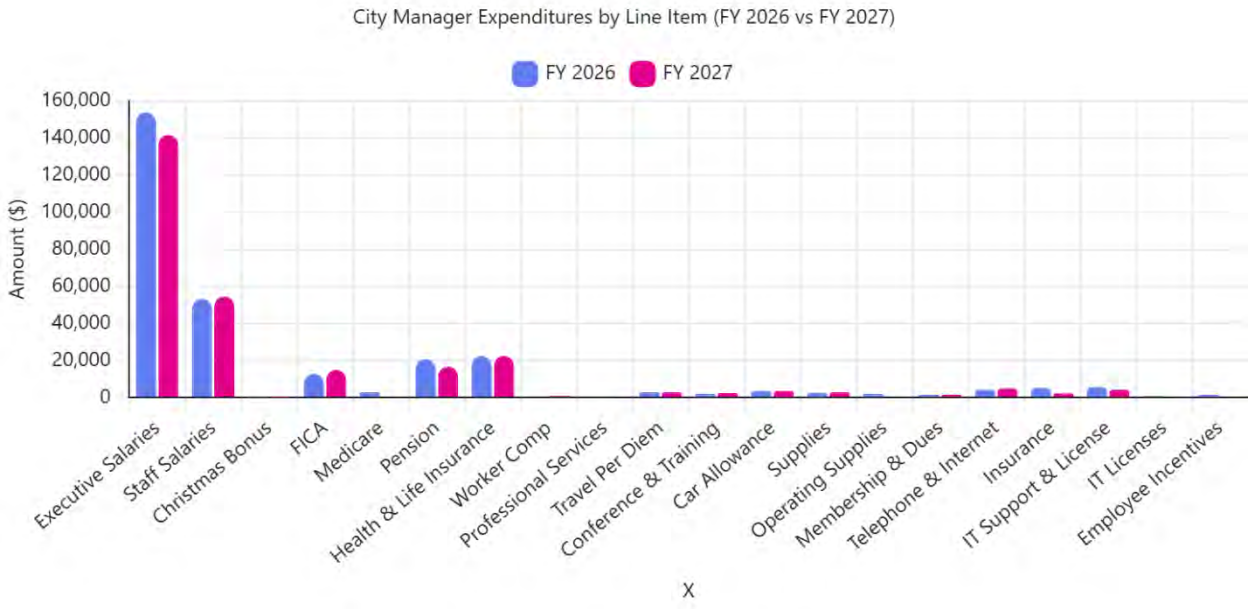
This chart shows the overall trend across four fiscal years, including the decrease in FY 2027.



---

2. Line-Item Comparison (FY 2026 vs FY 2027)

This chart illustrates how each expense category changed year-over-year.



Summary

The City Manager Department shows a **moderate reduction** in FY 2027 due to structural changes in personnel allocations, elimination of specific professional and IT expenses, and reduced insurance costs. Personnel-related expenses (FICA, staff salaries, health insurance) increased modestly, reflecting normal cost adjustments.

Finance Department

Overview

The Finance Department's FY **2026–2027** General Fund expenditure budget totals **$302,799**, an increase of **$25,282 (9%)** compared to the FY **2025–2026** Adopted budget of **$277,517**.

The increase is primarily driven by:

- Higher staff salaries due to expanded payroll and accounts payable responsibilities.
- Increased FICA contributions.
- Additional employee incentives introduced for FY 2027.
- Increased supplies and telephone/internet costs.

However, some reductions offset part of the growth:

- Lower IT support cost allocation.
- Elimination of Medicare (merged into FICA).
- Decreased audit fees.
- Removal of operating supplies (consolidated into general supplies).
- Reduction in multiple licensing and insurance expenses.

---

1. Salaries & Overtime

Executive Salaries

- **FY 2027:** $93,792
- **FY 2026:** $89,326

- **Change: + $4,466 (5%)**
  Reflects performance-based increase using a 5% sliding scale.

Staff Salaries

- **FY 2027:** $109,739
- **FY 2026:** $88,051
- **Change: + $21,688 (25%)**
  Increase reflects additional demands in payroll and accounts payable operations.

Overtime

- **FY 2027:** $1,000
- **FY 2026:** $500
- **Change: + $500 (100%)**
  Needed due to workload addressing outstanding A/P items.

Christmas Bonus

- $300 (unchanged)

---

2. Employee Benefits

FICA

- **FY 2027:** $15,570
- **FY 2026:** $10,997
- **Change: + $4,573 (42%)**
  Increase due to rise in payroll base and overtime hours; Medicare is now consolidated under FICA.

Medicare

- Removed entirely
- **Change: –$2,572 (–100%)**

Retirement

- **FY 2027:** $17,300
- **FY 2026:** $15,077
- **Change: + $2,223 (15%)**

Health & Life Insurance

- **FY 2027:** $30,000
- **FY 2026:** $30,000
- **Change:** No change

Worker's Compensation

- **FY 2027:** $1,078
- **FY 2026:** $1,113
- **Change: –$35 (–3%)**

---

3. Operating & Administrative Costs

Travel Per Diem

- **FY 2027:** $1,025
- **FY 2026:** $2,000
- **Change: –$975 (–49%)**

Supplies

- **FY 2027:** $4,750
- **FY 2026:** $3,500
- **Change: + $1,250 (36%)**

Operating Supplies

- Removed and consolidated into Supplies
- **Change: –$2,000 (–100%)**

IT Support & License

- **FY 2027:** $4,280
- **FY 2026:** $8,000
- **Change: –$3,720 (–46%)**

IT Licenses

- Eliminated for FY 2027
- **Change: –$500 (–100%)**

Membership & Dues

- **FY 2027:** $1,000
- **FY 2026:** $1,400
- **Change: –$400 (–29%)**

---

4. Insurance & Professional Services

General Liability Insurance

- **FY 2027:** $4,150
- **FY 2026:** $5,281
- **Change: –$1,131 (–21%)**

Audit Fees

- **FY 2027:** $7,056
- **FY 2026:** $10,400
- **Change: –$3,344 (–32%)**
  Reflects anticipated reduction in audit contract costs for FY 2027.

Professional Services

- Remains at **$2,000**
  Future needs will vary (Peacock).

Telephone/Internet

- **FY 2027:** $4,959
- **FY 2026:** $4,500
- **Change: + $459 (10%)**

Total Finance Expenditures

FY 2024 Audited: $248,762

FY 2025 Unaudited: $373,424

FY 2026 Adopted: $277,517

FY 2027 Budget: $302,799

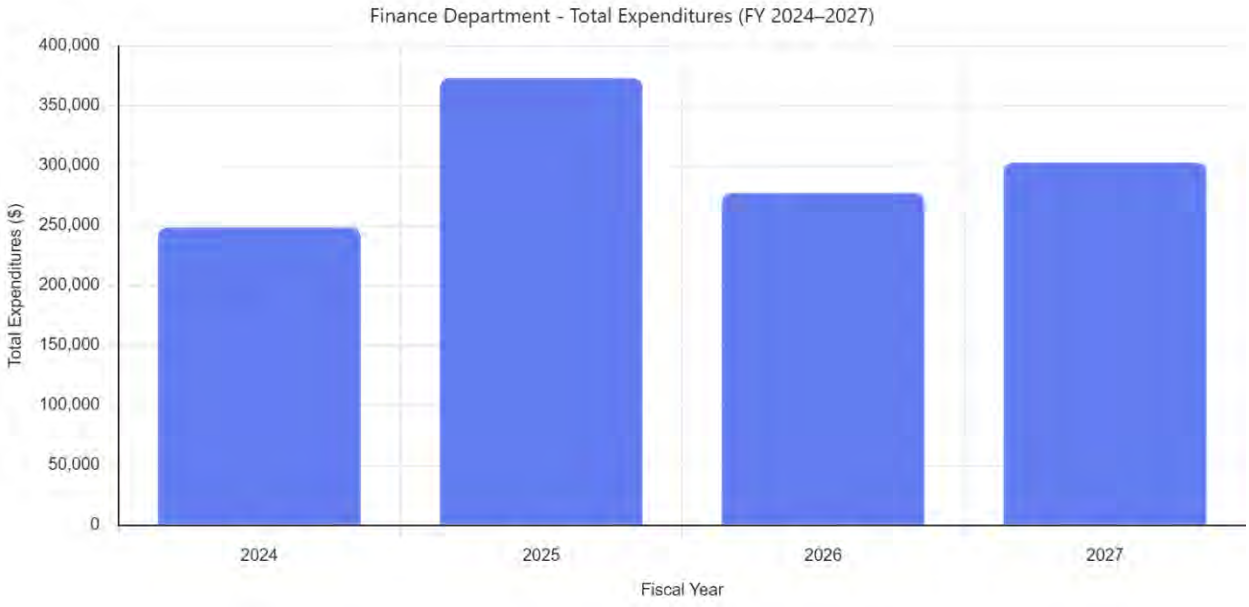
Year-over-Year Change (FY 2026 → FY 2027):

+ $25,282 (+9%)

Charts for the Finance Department

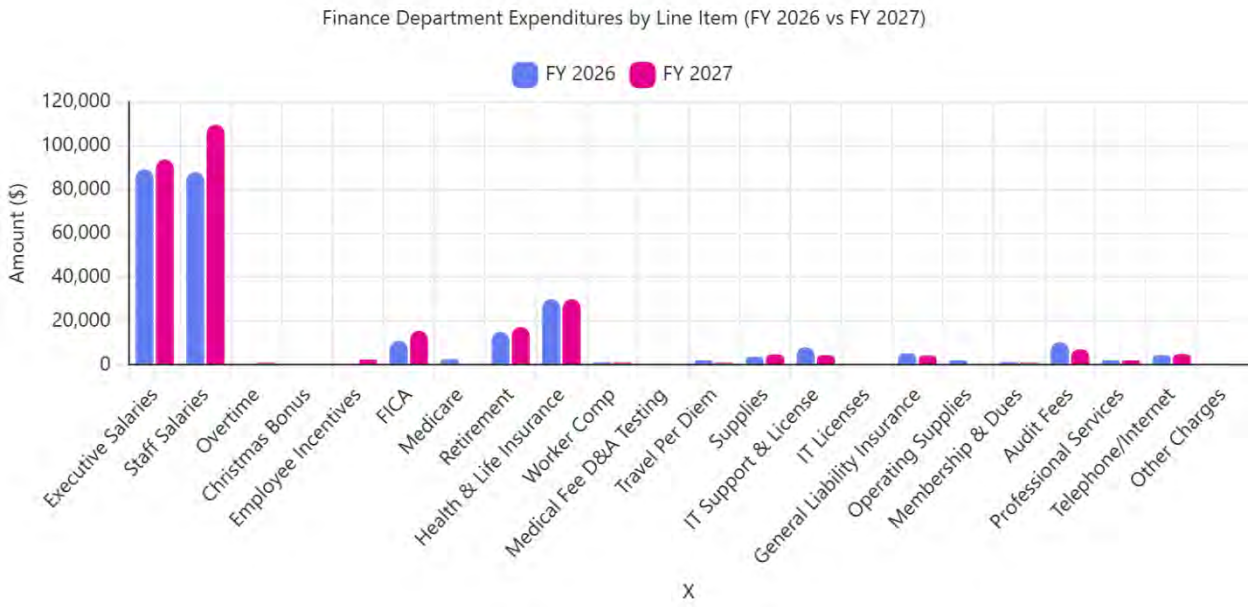
1. Total Finance Department Expenditures (FY 2024–2027)

This chart shows multi-year expenditure trends, including the increase planned for FY 2027.



2. Line-Item Comparison (FY 2026 vs FY 2027)

This detailed chart compares every Finance line item, making it easy to see where increases and decreases occur.



Summary

The Finance Department's FY 2027 budget reflects targeted increases in salaries, payroll benefits, and necessary supplies to support growing administrative workload. Strategic reductions in IT and audit-related costs help offset some expenditure growth. Overall, the department sees a moderate 9% increase aligned with staffing needs and operational adjustments.

Legal Department

Overview

The Legal Department's FY **2026–2027** General Fund expenditure budget totals **$61,000**, which represents **no change (0%)** from the Adopted FY **2025–2026** budget. This department maintains a **stable and predictable cost structure**, reflecting a contractual model of service delivery where legal expenses are largely fixed and driven by required municipal legal support.

The legal function in Crescent City consists of a **contracted City Attorney** supported by **outside counsel** only in special circumstances. Because service levels remain consistent year-over-year, expenditure does not fluctuate significantly.

---

1. Contractual Fees

FY 2027: $48,000
FY 2026: $48,000
Change: $0 (0%)

Contractual Fees represent the base retainer paid to the City Attorney's firm. This fee is fixed through contract and covers routine municipal legal services such as ordinance drafting, attending meetings, contract review, and advising staff and commission. The FY 2027 budget simply continues the contracted rate with no increase.

---

2. Other Legal Services

FY 2027: $10,000
FY 2026: $10,000
Change: $0 (0%)

This line item accounts for supplemental legal services beyond the standard retainer. These include unexpected demands such as review of specialized agreements, additional

research, or expanded advisory needs brought on by complex projects. The City anticipates similar needs in FY 2027 and maintains the same allocation.

---

3. Outside Legal Counsel

FY 2027: $3,000
FY 2026: $3,000
Change: $0 (0%)

Outside legal counsel is occasionally required when the contracted City Attorney needs support due to case complexity, conflicts, or specialty areas of law. This funding acts as a contingency for litigation matters, land-use challenges, development agreements, or other matters where specialized attorneys may be required. Usage fluctuates year-to-year, but the budget remains constant as a precautionary reserve.

Total Legal Department Expenditures

FY 2024 Audited: $53,746

FY 2025 Unaudited: $51,090

FY 2026 Adopted: $61,000

FY 2027 Budget: $61,000

Change from FY 2026 to FY 2027:

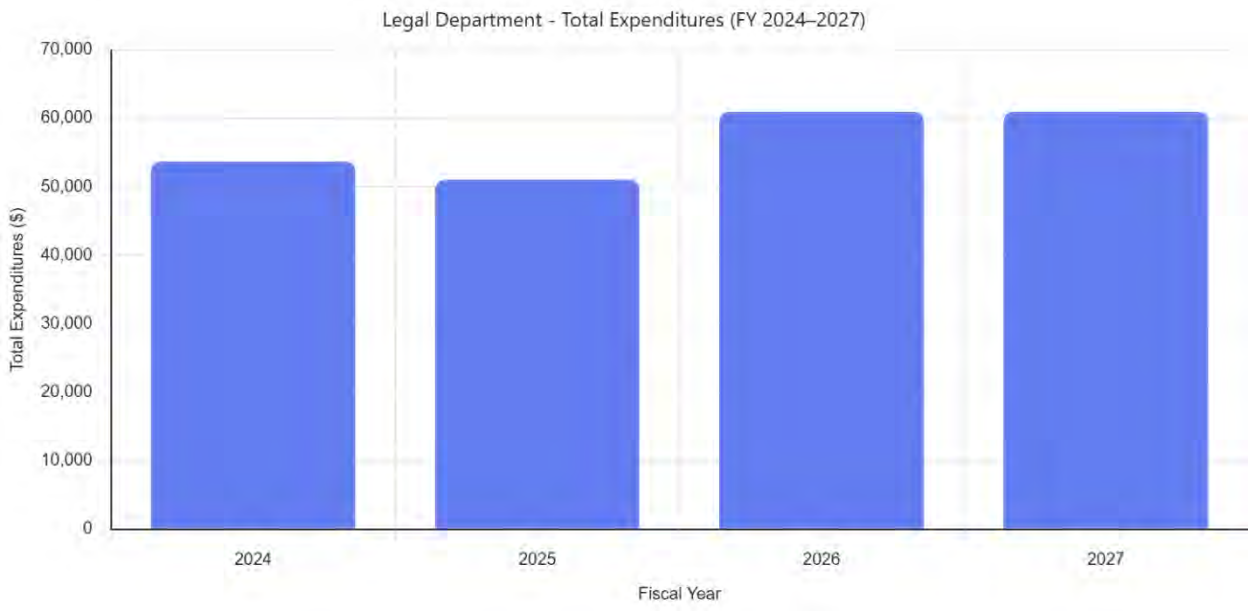
$0 (0%)

The Legal Department's budget is intentionally stable. The City relies on contracted legal services that are not impacted by staffing levels, wage inflation, or variable operational costs. As a result, trends remain consistent, and FY 2027 preserves the same appropriation as prior years.

Charts for the Legal Department

1. Total Legal Department Expenditures (FY 2024–2027)

This chart illustrates how legal expenditures have remained stable across all budget years.



2. Line-Item Comparison (FY 2026 vs FY 2027)

This chart shows the side-by-side comparison of the three legal expenditure categories. All values remain unchanged between FY 2026 and FY 2027, demonstrating a fully fixed-cost department.



Summary

The Legal Department continues to operate with **predictable costs and consistent service delivery**, making it one of the most stable components of the General Fund budget. With a fixed contractual retainer for the City Attorney and modest allocations for auxiliary legal needs, the department's expenditure remains unchanged for FY 2027. This approach reflects sound fiscal management and ensures resources are available for both routine and occasional legal requirements.

Utility Billing & Customer Service

Overview

The Utility Billing & Customer Service Department's FY **2026–2027** General Fund expenditure budget totals **$306,952**, representing an **increase of $30,060 (11%)** over the FY **2025–2026** Adopted budget of **$276,892**.

This department supports four core roles:

- Utility Billing Manager
- Customer Service representative
- Meter Reader
- Front Desk Receptionist

The spending increase is primarily driven by personnel cost adjustments, updated benefit allocations, and a one-time investment in metering technology. Operational expenses—such as postage, telecommunications, and equipment maintenance—generally remain stable, reflecting the predictable workflow of billing and customer support operations.

---

1. Salaries & Personnel Expenses

Executive Salaries

FY 2027: $58,743
FY 2026: $55,946
Change: + $2,797 (5%)
A 5% performance-based increase is applied through the sliding scale evaluation system.

Staff Salaries

FY 2027: $123,670
FY 2026: $117,781

Change: + $5,889 (5%)
Includes the Customer Service, Meter Reader, and Receptionist positions. These increases are standardized for departmental consistency.

Overtime

FY 2027: $500
FY 2026: $400
Change: + $100 (25%)
Overtime has increased modestly due to billing cycle workload peaks.

Christmas Bonus

$400 (unchanged)

---

2. Employee Benefits

FICA

FY 2027: $13,955
FY 2026: $10,771
Change: + $3,184 (30%)
Increase reflects higher payroll base plus movement of Medicare into FICA.

Medicare

Removed entirely; consolidated into FICA
Change: –$2,519 (–100%)

Retirement

FY 2027: $15,505
FY 2026: $14,767
Change: + $738 (5%)
Aligns with salary adjustments.

Health & Life Insurance

FY 2027: $32,500 (unchanged)**
Actual FY 2026 expense was significantly higher, but the FY 2027 budget reflects regularized premium expectations.

Employee Testing

Annual pre-employment testing holds steady at $150.

Worker's Compensation

FY 2027: $1,078
FY 2026: $1,113
Change: –$35 (–3%)

---

3. Professional & Shared Cost Services

Professional Services

FY 2027: $300 (unchanged)**
Used primarily for hiring support or short-term contract help during staff transitions.

Accounting/Auditing

FY 2027: $7,056
Newly allocated cost reflecting the fact that Utility Billing contributes proportionally to citywide audit costs across gas, water, and sewer operations.

Telephone & Internet

FY 2027: $4,959
FY 2026: $4,500
Change: + $459 (10%)
Represents updated contract costs with Windstream.

Postage

FY 2027: $12,800 (unchanged)**
Billing cycles require consistent postage volume. Discussion regarding bill delay timing may influence future expense patterns.

4. Maintaining Vehicles, Equipment & Technology

General Liability Insurance

FY 2027: $4,780
FY 2026: $5,329
Change: –$549 (–10%)

Vehicle Repair & Maintenance

FY 2027: $500
Increase due to repairs performed on the departmental vehicle in FY 2026.

Equipment Repair & Maintenance

FY 2027: $3,000 (unchanged)**
Includes annual meter reader maintenance and folder machine contract at approximately $750.

New Digital Meter Reader (One-time Expense)

FY 2027: $15,400
This is a major capital-related cost for upgrading the handheld digital meter reader. It is a **one-time technology investment** being placed in a capital project account (BPP), ensuring modern, reliable field data collection.

IT Support & Licenses

FY 2027: $4,280
FY 2026: $6,841
Change: –$2,561 (–37%)
Reflects revised contract cost-sharing and reduced licensing-related expenses.

IT Hardware & Licensing

Fully removed in FY 2027
Change: –$400 (–100%)

5. Operating Supplies & Memberships

Office Supplies

FY 2027: $4,000 (unchanged)**
Covers printing supplies, front desk needs, and paper usage.

Operating Supplies

FY 2027: $375 (unchanged)**
Minimal expenses for cleaning supplies and small items.

Gas & Oil

FY 2027: $2,000 (unchanged)**
Supports meter reading and field visits.

Membership Training

FY 2027: $1,000 (unchanged)**
Provides staff with continuing education opportunities related to utility billing and customer service best practices.

Total Utility Billing / Customer Service Expenditures

FY 2024 Audited: $228,670

FY 2025 Unaudited: $279,251

FY 2026 Adopted: $276,892

FY 2027 Budget: $306,952

Year-over-Year Change (FY 2026 → FY 2027):

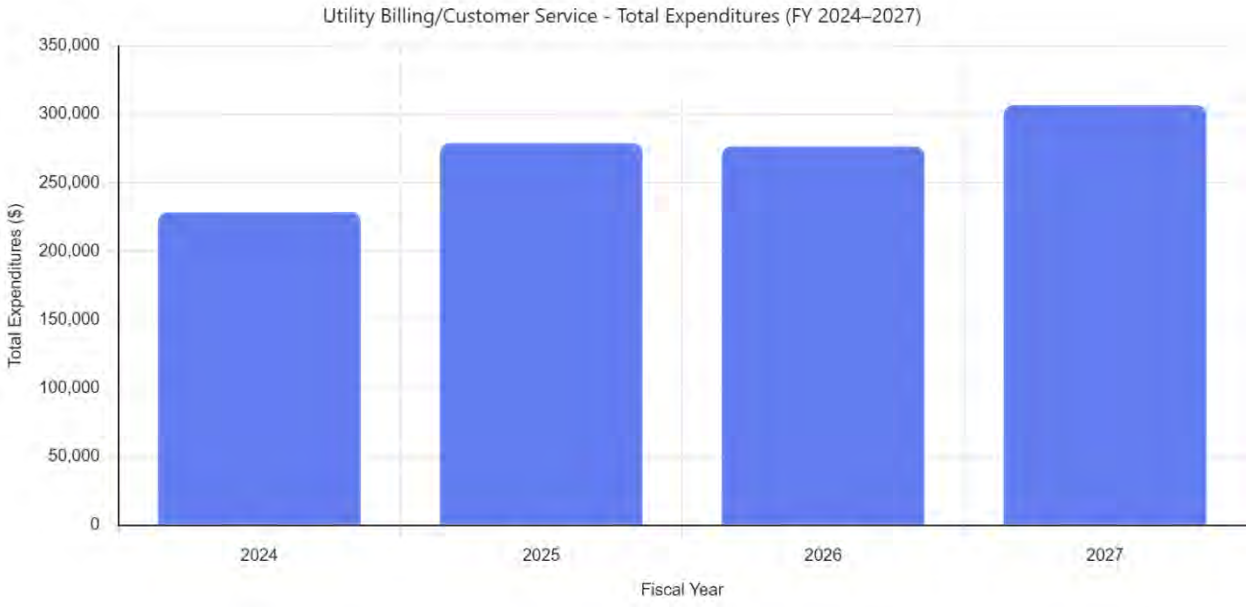
+ $30,060 (+11%)

The FY 2027 budget reflects strong alignment with actual operational needs, personnel cost progression, and strategic modernization of meter reading technology. These investments advance billing accuracy, customer satisfaction, and field efficiency while maintaining stable operating practices.

Charts for the Utility Billing / Customer Service Department

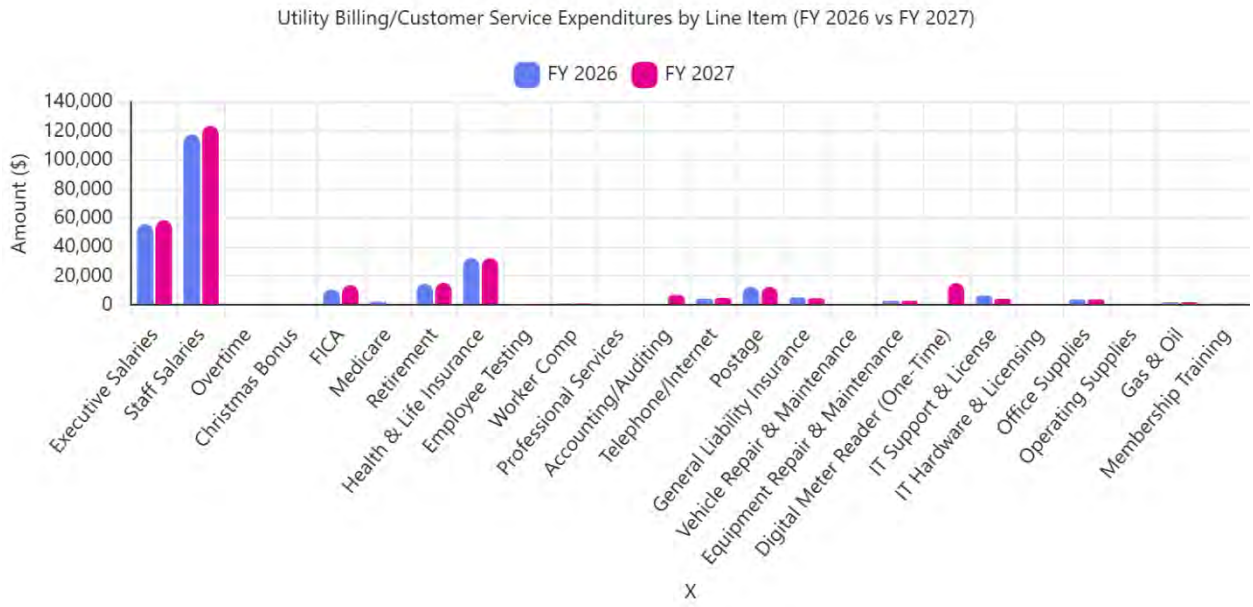
1. Total Utility Billing Expenditures (FY 2024–2027)

This chart displays overall spending trends, highlighting the increase in FY 2027.



2. Line-Item Comparison (FY 2026 vs FY 2027)

This chart provides a detailed breakdown of changes by expenditure category, including the one-time cost for the handheld digital meter reader upgrade.



Summary

The Utility Billing & Customer Service Department's FY 2027 budget showcases an important balance between workforce investment and modernization. Modest increases in salaries and benefits ensure retention and performance alignment for a four-position team supporting vital revenue-generating operations. Additionally, the department introduces a major one-time investment in metering technology to enhance accuracy and efficiency. Most operating costs remain steady or decrease, demonstrating consistent fiscal stewardship.

Planning & Zoning

Overview

The Planning & Zoning Department's FY **2026–2027** General Fund expenditure budget totals **$71,395**, which reflects a **$18,877 increase (36%)** over the Adopted FY **2025–2026** budget of **$52,518**. This growth is due entirely to a strategic restructuring of planning-related contractual services and the addition of two specialized one-time costs tied to codification work and land development updates.

Planning & Zoning is transitioning from the prior model, where broad planning charges were grouped under "Other" to a more transparent and structured allocation of professional planning services, consultant support, and municipal code updates.

---

1. Professional Services

FY 2027: $60,000
FY 2026: $0
Change: + $60,000

This is the primary driver of the budget increase. Historically, the city paid for planning support, including historical preservation consultation and development review, under the "Other" category. In FY 2027, those costs are properly budgeted as **Professional Services**.

This includes potential engagements with firms providing:

- Historic resource reviews
- Land development guidance
- Zoning interpretation assistance
- Planning document updates (Zev Cohen charges referenced in table)

The reclassification brings clarity to the department's actual operational needs.

2. Land Development Code Update

FY 2027: $8,500
One-time cost
Change: + $8,500

This allocation supports a Muni-Code fee for updating the City's Land Development Code (LDC). With evolving development patterns and regulatory guidelines, periodic updates improve consistency, legal compliance, and customer usability.

---

3. Recodification, Service Supplementation (MuniPro)

FY 2027: $2,895
Change: + $2,895

This cost covers fees paid to CivicPlus/MuniPro for digital codification, recodification support, and online maintenance. These services ensure that the City's municipal code is updated, accessible to the public, and properly indexed.

---

4. Other

FY 2027: $0
FY 2026: $50,018
Change: –$50,018 (–100%)

The significant drop is due to relocating planning services into the **Professional Services** category. What used to be a catch-all line item now becomes a more structured, more accurate representation of planning-related spending.

This change improves reporting accuracy and aligns with best municipal budgeting practices.

---

5. Consulting Fees

FY 2027: $0
FY 2026: $2,500
Change: –$2,500 (–100%)

Consultant needs are now incorporated into the consolidated **Professional Services** budget line.

Total Planning & Zoning Expenditures

FY 2024 Audited: $88,024

FY 2025 Unaudited: $67,578

FY 2026 Adopted: $52,518

FY 2027 Budget: $71,395

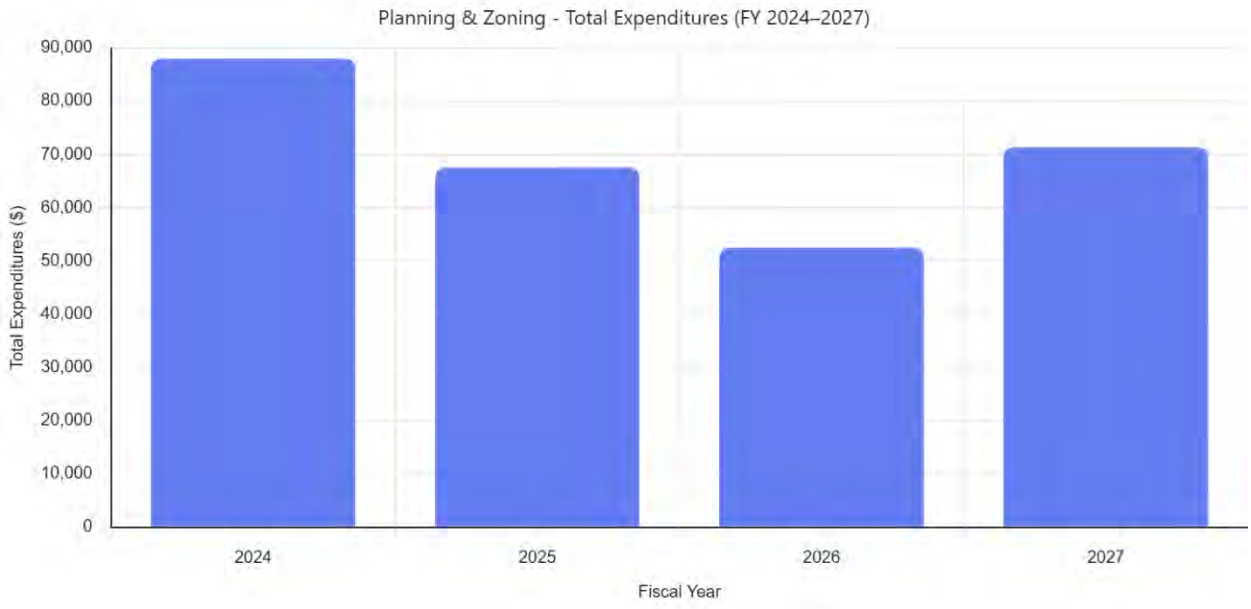
Change from FY 2026 → FY 2027:

+ $18,877 (+36%)

Charts for the Planning & Zoning Department

1. Total Planning & Zoning Expenditures (FY 2024–2027)

This chart illustrates multi-year spending trends, including the strategic increase in FY 2027 to support professional planning services and code modernization.

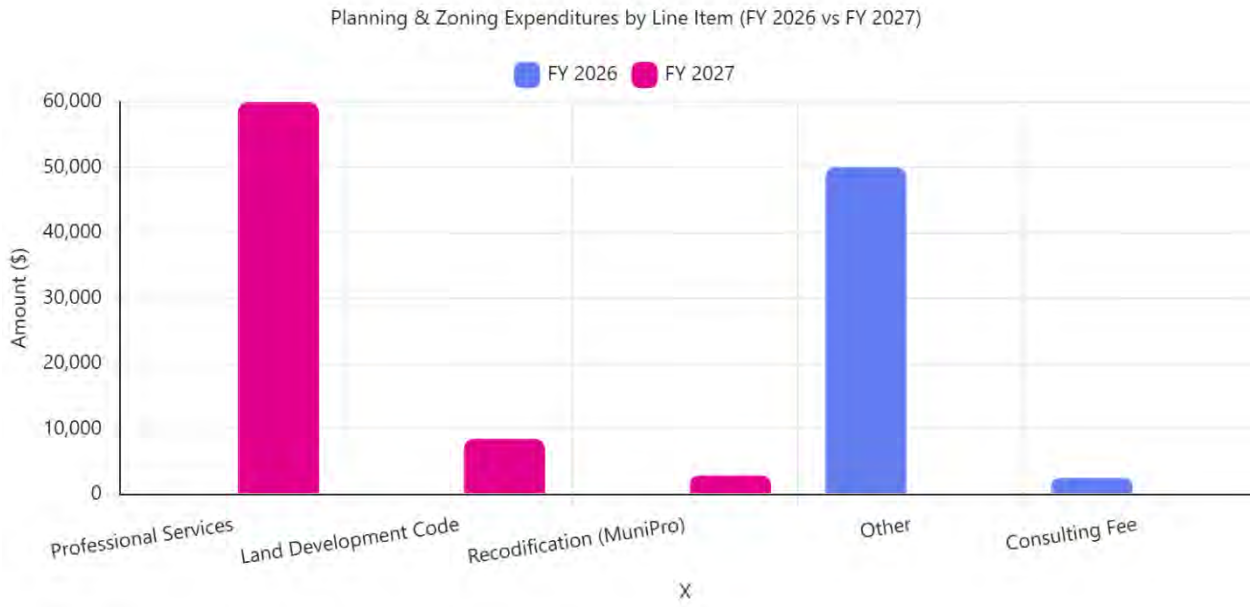


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2. Line-Item Comparison (FY 2026 vs FY 2027)

This chart highlights where the changes occurred between FY 2026 and FY 2027, most notably the shift from "Other" expenses into properly categorized line items such as

Professional Services, Land Development Code updates, and Muni-Pro recodification.



Summary

The Planning & Zoning Department's FY 2027 budget reflects a purposeful restructuring, not an uncontrolled increase. The City consolidates planning-related costs into proper contractual service categories and allocates dedicated funding for code modernization and development regulations.

Key themes include:

- **Modernization** of the Land Development Code
- **Digital transformation** of municipal code management
- **Clearer classification** of planning service expenses
- **More accurate reflection** of consultant and professional needs

The department now has a transparent, better structured budget that supports compliance, public accessibility, and development management.

City Hall

Overview

The City Hall department's FY **2026–2027** General Fund operating budget totals **$286,188**, showing a slight **decrease from the FY 2025–2026 Adopted budget of $307,691**. Although the overall change is small, the internal structure of the budget reflects notable adjustments across professional services, liability insurance, utilities, IT systems, and building maintenance.

City Hall acts as the core administrative operations center for the city, supporting general administration, interdepartmental services, public-facing functions, and shared citywide infrastructure. The FY 2027 budget reflects strategic realignment focusing on cost reductions where efficiencies exist, while preserving essential operational support.

---

1. Personnel-Related Costs

Work Comp Audit

- FY 2027: $0
- FY 2026: $0
  City Hall previously allocated Work Comp costs directly, but these have now been redistributed across departments using proportional allocation formulas.

Unemployment

- No expenditures budgeted.

No personnel-driven changes occur in this category for FY 2027.

---

2. Professional & Contractual Services

Professional Services

- **FY 2027:** $15,066
- **FY 2026:** $20,000
- **Change: –$4,934 (–25%)**
  FY 2026 included large one-time charges related to the Fire Department building design (Robert Taylor billing). Those project-related costs do not continue into FY 2027, resulting in a leaner allocation.

Audit

- **FY 2027:** $7,056
- **FY 2026:** $5,700
- **Change: + $1,356 (24%)**
  City Hall carries a portion of audit expense associated with attorney fees and pension plan actuarial review. Additional costs reflect Julieann Klein's service involvement and proper allocation across City Hall, Gas, Water, and Sewer funds.

Pension Consultant

- **FY 2027:** $2,500 (unchanged)**
  Professional administrative services provided by Wanda Kemp for pension plan administration remain stable.

---

3. Communications & Postage

Telephone/Internet

- **FY 2027:** $3,306
- **FY 2026:** $4,500
- **Change: –$1,194 (–27%)**
  Reductions reflect contract renegotiation, elimination of unused lines, or rate adjustments.
-

Postage

- No budgeted expenditures.

---

4. Utilities & Facility Operations

Utilities

- **FY 2027:** $8,500
- **FY 2026:** $12,000
- **Change: –$3,500 (–29%)**
  Reduced based on actual usage and efficiency improvements. AC replacements and LED updates may have contributed.

Rental & Leases

- **FY 2027:** $3,000 (unchanged)**
  Covers printer leasing (approx. $143.56/month) and postage machine rental ($454.17/month).

Liability Insurance

- **FY 2027:** $15,429
- **FY 2026:** $20,140
- **Change: –$4,711 (–23%)**
  Reflects improved coverage structure or renegotiated premiums.

Building Repair & Maintenance

- **FY 2027:** $10,000
- **FY 2026:** $15,000
- **Change: –$5,000 (–33%)**
  Costs lowered due to recent major repairs (AC replacement in County Office and other facilities). Future repair needs forecast as lighter.

Equipment Repair and Maintenance

- **FY 2027:** $2,000 (unchanged)**
  Includes general equipment upkeep and new service contract initiation.

---

5. Advertising & General Administrative Costs

Advertising General

- **FY 2027:** $3,500
- **FY 2026:** $7,000
- **Change: –$3,500 (–50%)**
  Advertising for events and communications is being shared across multiple departments, reducing City Hall's allocation.

Other

- **FY 2027:** $0
- **FY 2026:** $5,000
- **Change: –$5,000 (–100%)**
  Previously supported RED WHITE & BOOM event expenses; these were pass-through expenditures and are not needed for FY 2027.

Beautification

- **FY 2027:** $2,000 (unchanged)**
  Funds maintenance and improvements primarily for City Hall parking lot.

---

6. Technology & IT Services

IT Support & License

- **FY 2027:** $4,280
- **FY 2026:** $2,820

- **Change: + $1,460 (52%)**
  Reflects increases for Adobe, Cisco, and VPN annual license renewals under the centralized contract cost-share model.

IT Licenses

- **FY 2027:** $0
- **FY 2026:** $500
  Eliminated for FY 2027.

Accounting/Billing Software

- **FY 2027:** $16,000 (unchanged)**
  City continues using Edmunds Software and Information Management System.
  Note: Replacement cost for an up-to-date modern system would exceed $100,000 and should be considered for future years.

Office Equipment

- No changes.

Office Supplies

- **FY 2027:** $0
- **FY 2026:** $2,500
- **Change: –$2,500 (–100%)**

Supplies

- **FY 2027:** $4,000
- **FY 2026:** $2,500
- **Change: + $1,500 (60%)**

---

7. Transfers & Special Items

Transfer to CRA

- **FY 2027:** $184,531
- **FY 2026:** $184,531
  Large and steady allocation supporting CRA operations. The comment suggests further investigation into weighting.

Aid to Private Organizations

- No allocations; policy discussion recommended.

Website ADA Compliance

- **FY 2027:** $2,500**
  One-time cost for ADA website compliance.

IT Audio/Visual Chamber Upgrades

- **FY 2027:** $2,520**
  Covers 60-month support contract for council chamber A/V systems.

Total City Hall Expenditures

FY 2024 Audited: $303,213

FY 2025 Unaudited: $582,404

FY 2026 Adopted: $307,691

FY 2027 Budget: $286,188

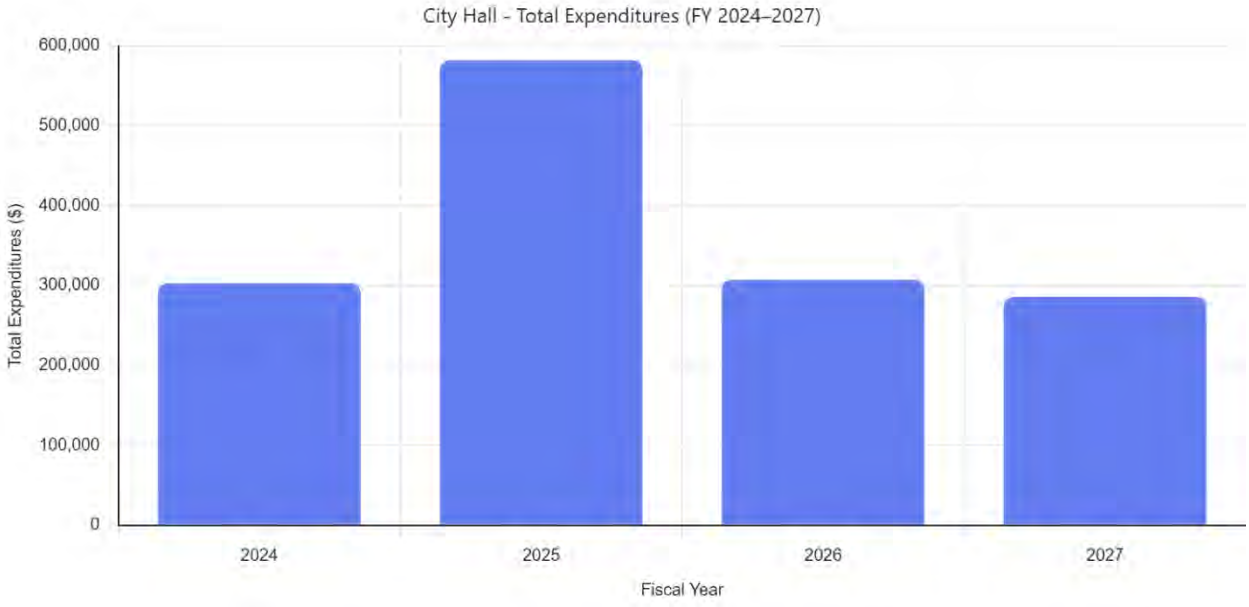
Year-over-Year Change (FY 2026 → FY 2027):

–$21,503 (approx. –7%)

Charts for the City Hall

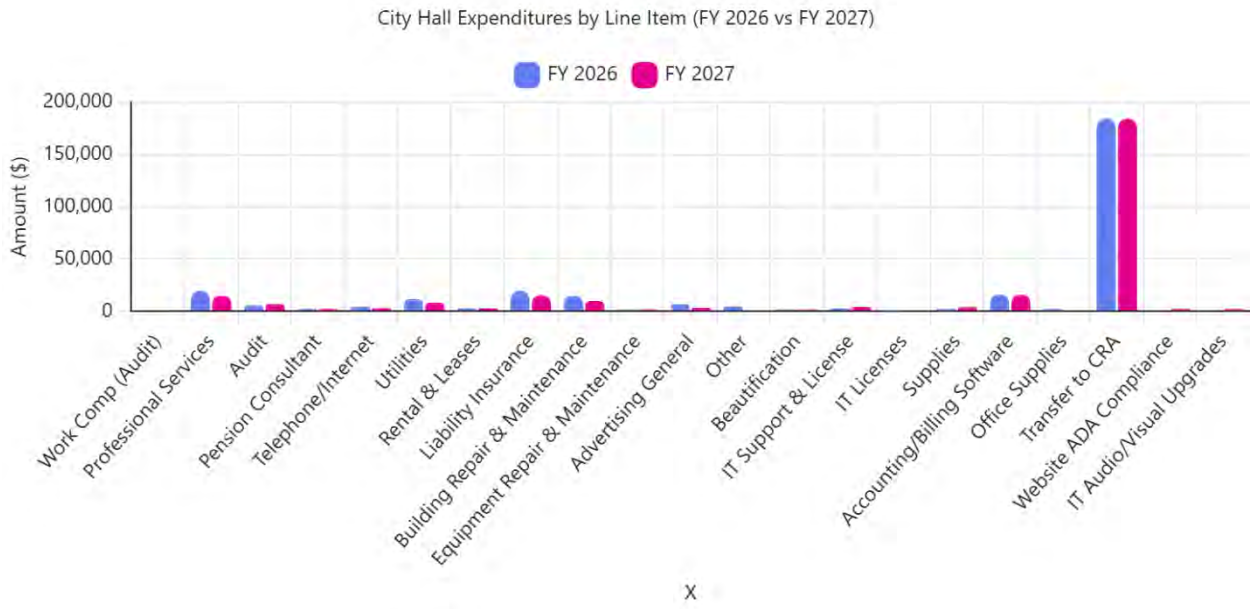
1. Total City Hall Expenditures (FY 2024–2027)

This chart highlights the overall expenditure trend, including the decrease from FY 2026 to FY 2027.



2. Line-Item Comparison (FY 2026 vs FY 2027)

This detailed chart compares expenses across all major City Hall categories, showing where costs increased, decreased, or were eliminated.



Summary

The City Hall department demonstrates a strategic reduction in expenditures, driven mainly by lower professional services (after fire-building design work concluded), reduced utilities and insurance costs, elimination of event pass-throughs, and improved contract pricing for communications. Meanwhile, the budget invests in ADA website modernization, council chamber A/V upgrades, and modest increases in software and IT support.

The FY 2027 budget reflects a more stabilized operational profile while maintaining essential administrative support for all City departments.

Law Enforcement

Overview

The Law Enforcement budget for Crescent City remains one of the most stable and predictable components of the General Fund. For FY **2026–2027**, the City continues its long-standing contractual relationship with the **Putnam County Sheriff's Office**, which provides dedicated policing services for the city under an annual service contract.

The FY **2027** General Fund budget allocates **$496,000** for law enforcement services—an increase of only **$1,175** over the Adopted FY **2026** budget of **$494,825**. This increase reflects a small adjustment tied to a **having extra funds to cover larger city events and not attributed to the contract extension**, ensuring continuity of police protection without major cost changes.

---

1. Contract – Putnam County Sheriff

FY 2027: $496,000
FY 2026: $494,825
Change: + $1,175 (0%)

The contract with the Putnam County Sheriff's Office covers:

- Patrol staffing and supervision
- Community policing and crime prevention
- Emergency response
- Case investigation
- Coordination with countywide law enforcement resources

The cost structure is fixed through an interlocal services agreement. The slight increase for FY 2027 ensures uninterrupted service while maintaining a virtually level budget and having extra funds if needed for additional officers at larger city events.

2. Total Law Enforcement Expenditures

FY 2024 Audited: $494,825

FY 2025 Unaudited: $494,825

FY 2026 Adopted: $494,825

FY 2027 Budget: $496,000

Change from FY 2026 → FY 2027:

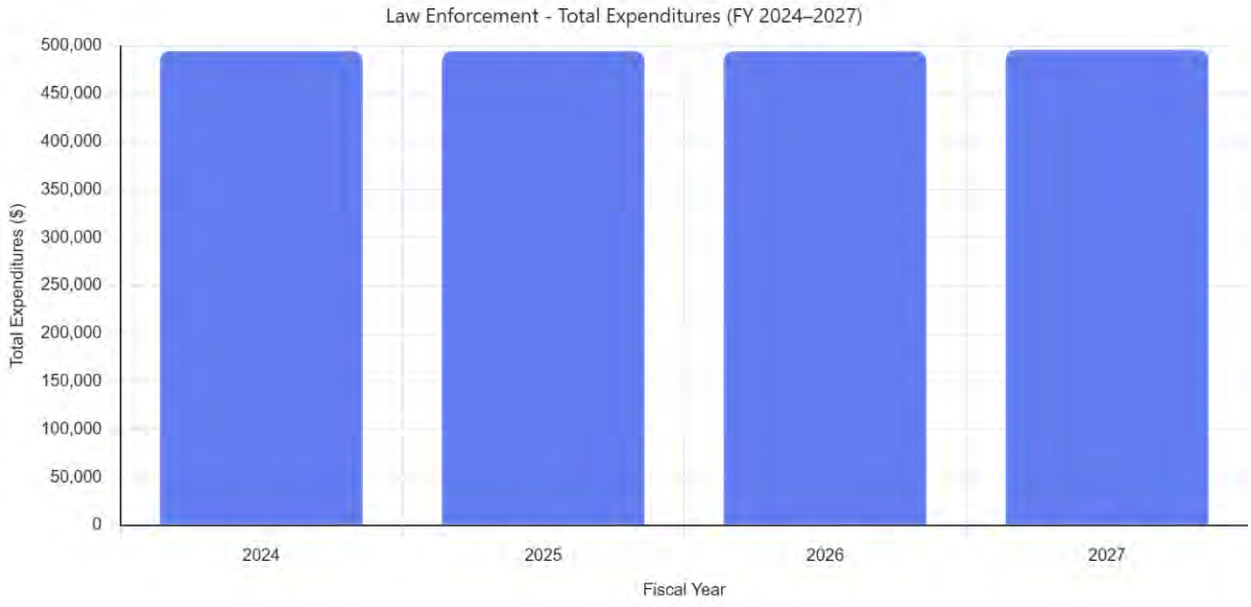
+ $1,175 (0%)

Law enforcement costs have remained unchanged for multiple fiscal years, demonstrating ongoing contract stability and predictability in service expenditures.

Charts for Law Enforcement

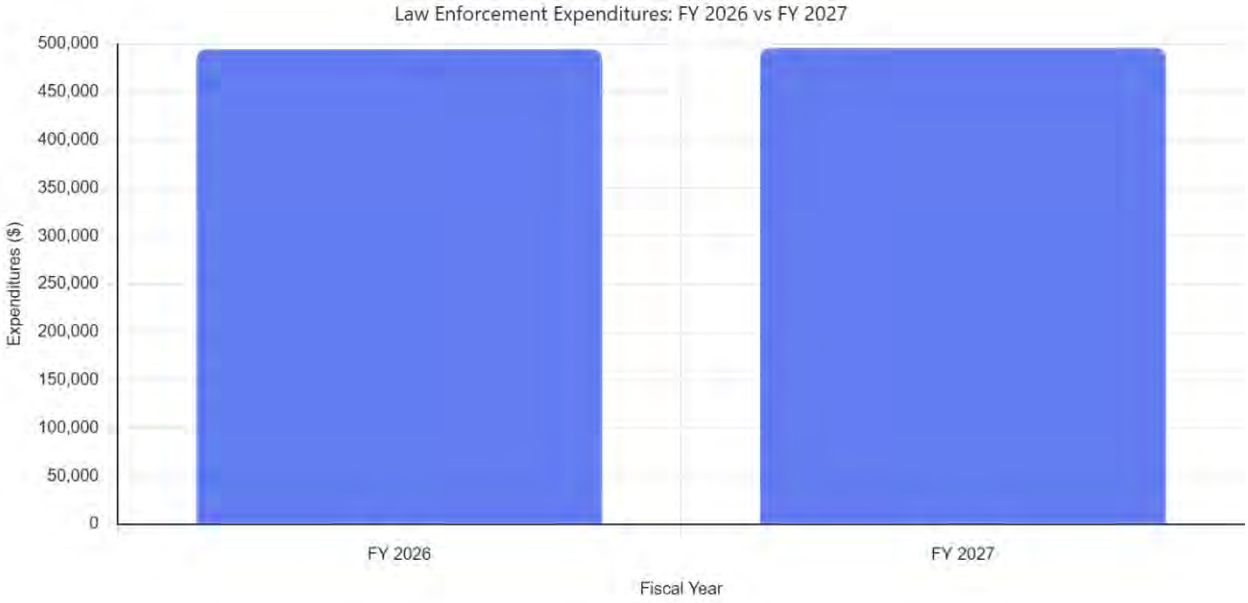
1. Total Law Enforcement Expenditures (FY 2024–2027)

This chart shows how the Sheriff's contract cost has remained stable across all four fiscal years.



2. FY 2026 vs FY 2027 Comparison

A simple comparison chart showing the very small increase of **$1,175** due to the one-year contract extension.



Summary

Law enforcement services in Crescent City continue to be provided through a contractual agreement with the Putnam County Sheriff's Office. The FY 2027 budget reflects a minimal increase of **$1,175**, attributable solely to having extra funds to cover larger city events and not attributed to the contract extension. With no new expenditures or service level changes, this department maintains a highly consistent financial profile.

This stability allows the city to forecast long-term policing costs with confidence while ensuring public safety services remain uninterrupted and professionally delivered.

Fire Department

Overview

The Fire Department's FY **2026–2027** General Fund expenditure budget totals **$164,697** (excluding the $3,000,000 state appropriation for the new EMS/Fire Station). This represents a **$17,024 increase (12%)** over the FY **2025–2026** Adopted operational budget of **$147,673**.

The department consists of:

- One **part-time Fire Chief**,
- Four **paid firefighters**, 3 scheduled for days and 1 fill in
- A team of **volunteer firefighters**,
  whose availability is essential for emergency response readiness.
  Volunteer incentives remain necessary to ensure sufficient staffing during high-demand seasons.

FY 2027 includes several cost increases tied to operational readiness, equipment maintenance, and pension contributions. Significant changes also stem from transitioning benefit structures, modernization of emergency response apparatus, and actual year spending trends.

---

1. Personnel Costs

Executive Salaries (Fire Chief)

FY 2027: $23,437
FY 2026: $22,321
Change: + $1,116 (5%)
Reflects standard 5% performance-based increase.

Staff Salaries (Paid Firefighter)

FY 2027: $35,310
FY 2026: $33,629
Change: + $1,681 (5%)

Christmas Bonus

Remains constant at $200 for paid personnel.

Bonus

No bonus funded in FY 2027.

Employee Incentives

$5,400 in 2024 and $4,050 in 2025 were removed from current budgets.
Previously supported training/credential incentives but discontinued for FY 2027.

---

2. Benefits & Payroll-Related Costs

FICA

FY 2027: $4,494
FY 2026: $2,622
Change: + $1,872 (71%)
Increase reflects benefit reclassification, including consolidation of Medicare into FICA.

Medicare

Eliminated; previous $613 removed as part of FICA consolidation.

Pension – City Share

FY 2027: $4,994
FY 2026: $1,224
Change: + $3,770 (308%)
Reflects adjusted employer contribution requirements for firefighter pension obligations.

Life Insurance

Remains stable at **$700**.

Worker's Compensation

FY 2027: $809
FY 2026: $1,670
Change: – $861 (–52%)
Decrease due to updated payroll allocation and reduced claims experience.

Audit

A line item showing a general allocation for auditing services.

---

3. Operating Costs

Telephone & Internet

Stable at **$1,800**.

General Liability Insurance

FY 2027: $19,951
FY 2026: $24,494
Change: – $4,543 (–19%)
Reflects reduced premium costs.

---

4. Building & Equipment Maintenance

Building Repair & Maintenance

FY 2027: $1,000
FY 2026: $2,500
Change: –$1,500 (–60%)
Facilities received major repairs in FY 2026 (roof sections, ice machines, AC).

Vehicle Repair & Maintenance (Quick Response Unit)

FY 2027: $14,165
FY 2026: $7,500
Change: + $6,665 (89%)

Includes lease option at $1,387/month with no down payment, a $10,000 equipment uplift (lights, flashers, decals), and $1,500 maintenance plan.

Equipment Repair & Maintenance

FY 2027: $4,500
FY 2026: $2,000
Change: + $2,500 (125%)
Includes annual fire truck inspection (~$2,600) and boat repairs.

---

5. Staffing Support & Volunteer Incentives

Volunteer Incentives

FY 2027: $36,000
FY 2026: $35,000
Change: + $1,000 (3%)
Increase reflects high activity and unusually dry season impacting fire call frequency.

Other

No funds in FY 2027.

Unemployment

No allocations.

---

6. IT, Software & Operational Supplies

IT Support

FY 2027: $4,280
FY 2026: $3,000
Change: + $1,280 (43%)

IT Licensing

Eliminated ($400 reduction).

Operating Supplies

Stable at **$2,000**.

Gas, Oil & Tires

FY 2027: $2,000
FY 2026: $2,500
Change: – $500 (–20%)

Training

FY 2027: $2,000
FY 2026: $3,500
Change: – $1,500 (–43%)
Reflects underutilization in FY 2025–26.

---

7. State Appropriation for New EMS/Fire Station

FY 2027: $3,000,000 (one-time)

Massive state-funded infrastructure investment, not counted in operational totals.

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8. Total Fire Expenditures

Total Operations (without State Appropriation):

FY 2027: $164,697
FY 2026: $147,673
Increase: $17,024 (12%)

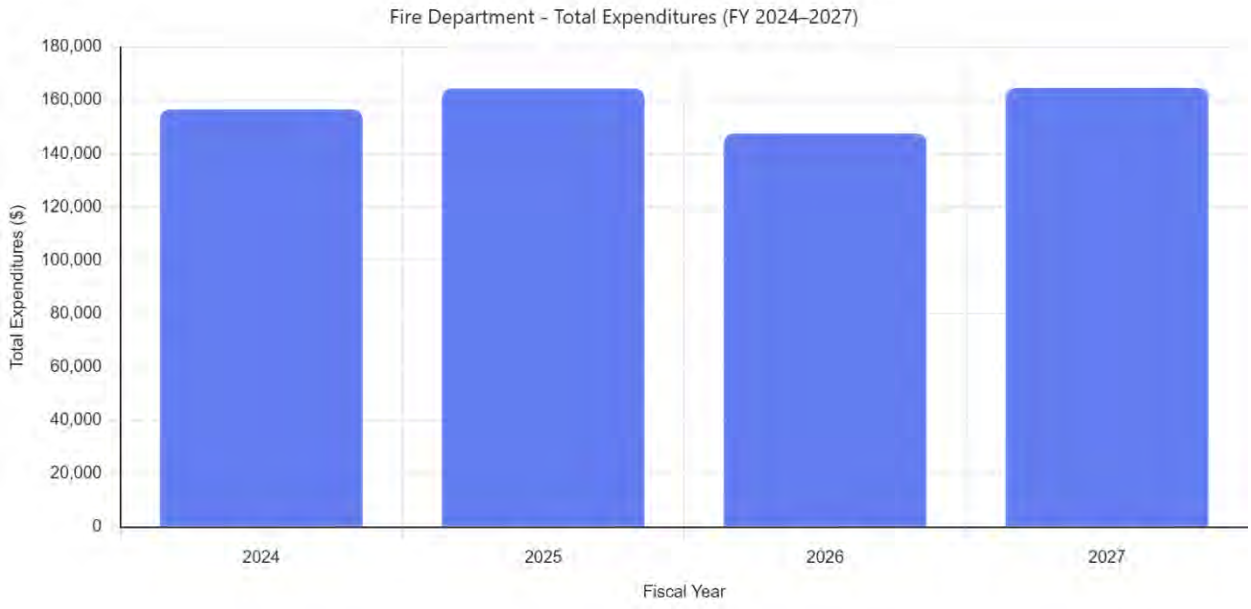
Total Including State Appropriation:

FY 2027: $3,164,697

Charts for the Fire Department

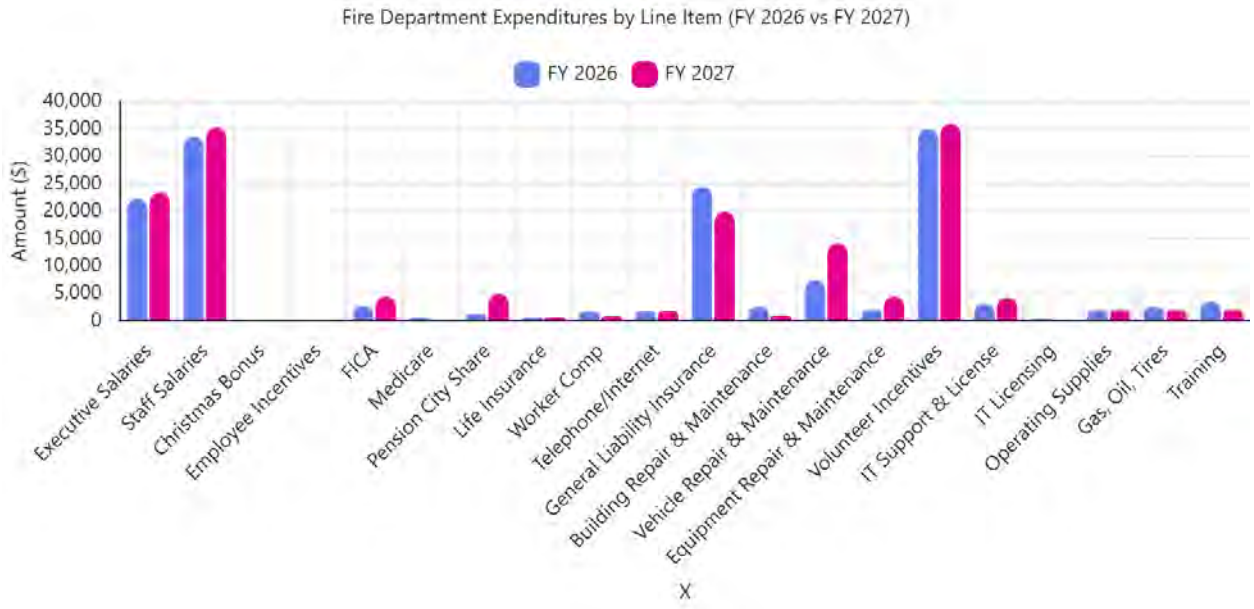
1. Total Fire Department Expenditures (FY 2024–2027)

This chart illustrates multi-year spending trends, highlighting the operational increase for FY 2027 (excluding the large $3M state appropriation).



2. Line-Item Comparison (FY 2026 vs FY 2027)

This chart breaks down every major expenditure category, making it easy to see where increases occurred—such as pension costs, vehicle maintenance, and equipment repairs.



Summary

The Fire Department's FY 2027 budget reflects a combination of operational stabilization and strategic upgrades.

Key drivers of increased expenditures include:

- Adjusted pension contributions
- Significant vehicle maintenance and fleet lease arrangements
- Enhanced equipment upkeep (fire truck inspections, boat repair)
- Increased volunteer support due to elevated seasonal fire activity

Meanwhile, reductions in insurance, building repairs, and training partially offset these increases. The department also benefits from a major one-time state appropriation for a new EMS/Fire Station, marking a critical infrastructure milestone.

Code Enforcement

Overview

The Code Enforcement Department's FY **2026–2027** General Fund budget totals **$53,222**, reflecting an **increase of $8,392 (19%)** over the FY **2025–2026** Adopted budget of **$44,830**. This department is staffed by one part-time Code Enforcement Officer (30 hours/week), responsible for maintaining compliance with city ordinances, abatement actions, and enforcement proceedings through Special Magistrate.

The FY 2027 increase is driven mainly by technology costs, FICA updates, health and life insurance, expanded abatement actions, and adjusted operational allocations.

---

1. Personnel Costs

Salaries

FY 2027: $30,840
FY 2026: $29,371
Change: + $1,469 (5%)
This reflects the citywide 5% performance-based salary increase.

Christmas Bonus

Remains at **$100**.

---

2. Benefits

FICA

FY 2027: $2,359
FY 2026: $1,827
Change: + $532 (29%)
Increase driven by payroll increase and movement of Medicare line items into FICA.

Medicare

Eliminated, previously at $427.
Change: – $427 (–100%)
Moved into FICA allocation.

Retirement

FY 2027: $2,621
FY 2026: $2,505
Change: + $116 (5%)
Stable increase reflecting salary growth.

Health & Life Insurance

FY 2027: $2,505
New allocation in FY 2027
Provides Medicare reimbursement payments for the employee.

Worker's Compensation

FY 2027: $1,348
Added in FY 2027
Based on updated risk and payroll allocation.

Liability & Auto Insurance

FY 2027: $869
New department allocation reflecting risk distribution.

---

3. Technology & Connectivity

Telephone & Internet

FY 2027: $1,500
FY 2026: $700
Change: + $800 (114%)
Increase due to field technology needs including:

- WiFi hotspot for mobile enforcement

- Dedicated phone line
- Printer connectivity in vehicle or office

IT Support & License

FY 2027: $4,280
FY 2026: $2,800
Change: + $1,480 (53%)
Reflects share of contract-wide IT support (Adobe, Cisco, VPN).

IT Licensing

FY 2027: $0
FY 2026: $2,000
Change: – $2,000 (–100%)
Licensing costs consolidated across departments.

---

4. Operating Costs

Misc. Operating Supplies

FY 2027: $500
Small increase for minor equipment and consumables.

Gas, Oil & Tires

Stable at **$1,500**
Supports field patrol travel.

---

5. Enforcement Proceedings & Abatement

Operations and Abatement (Special Magistrate)

FY 2027: $4,000
FY 2026: $2,000
Change: + $2,000 (100%)
Increase reflects:

- Higher number of violations being processed
- Greater abatement workload
- Return of cases as properties transition ownership
- Increased legal filings requiring magistrate hearings

With rising code compliance actions, cost growth in this line item aligns with activity levels.

---

6. Membership & Training

Membership and Training

FY 2027: $800
FY 2026: $1,600
Change: –$800 (–50%)
Membership in the Florida Code Enforcement Association was not utilized in FY 2026, so the budget is reduced.

Total Code Enforcement Expenditures

FY 2024 Audited: $39,316

FY 2025 Unaudited: $41,898

FY 2026 Adopted: $44,830

FY 2027 Budget: $53,222

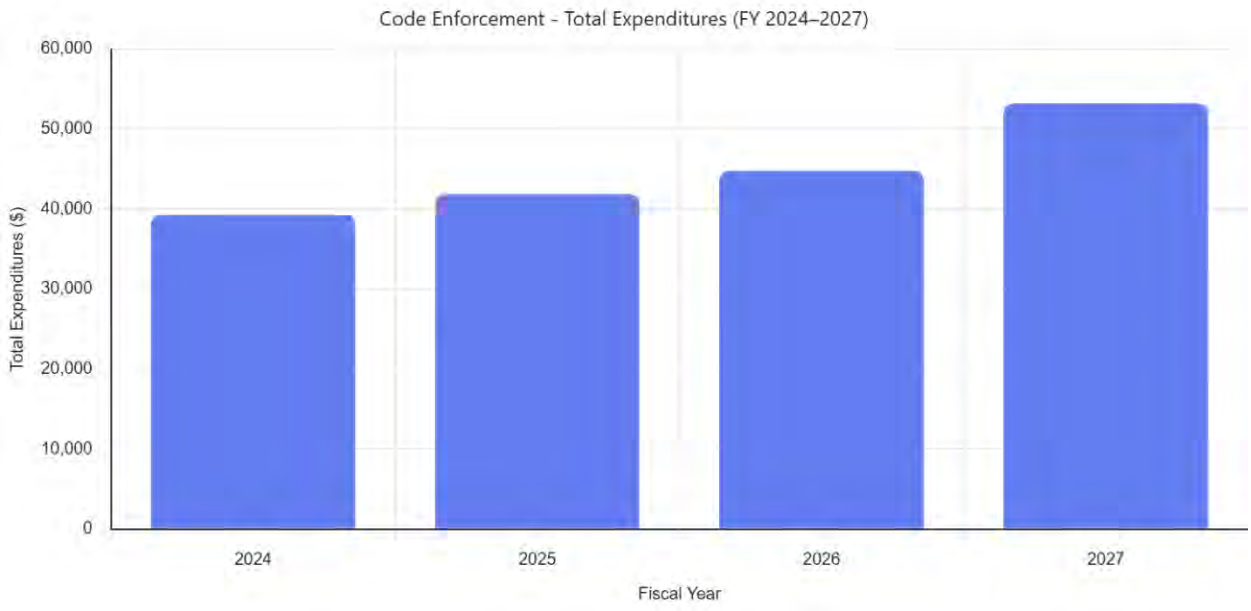
Year-over-Year Increase:

+ $8,392 (19%)

Charts for the Code Enforcement Department

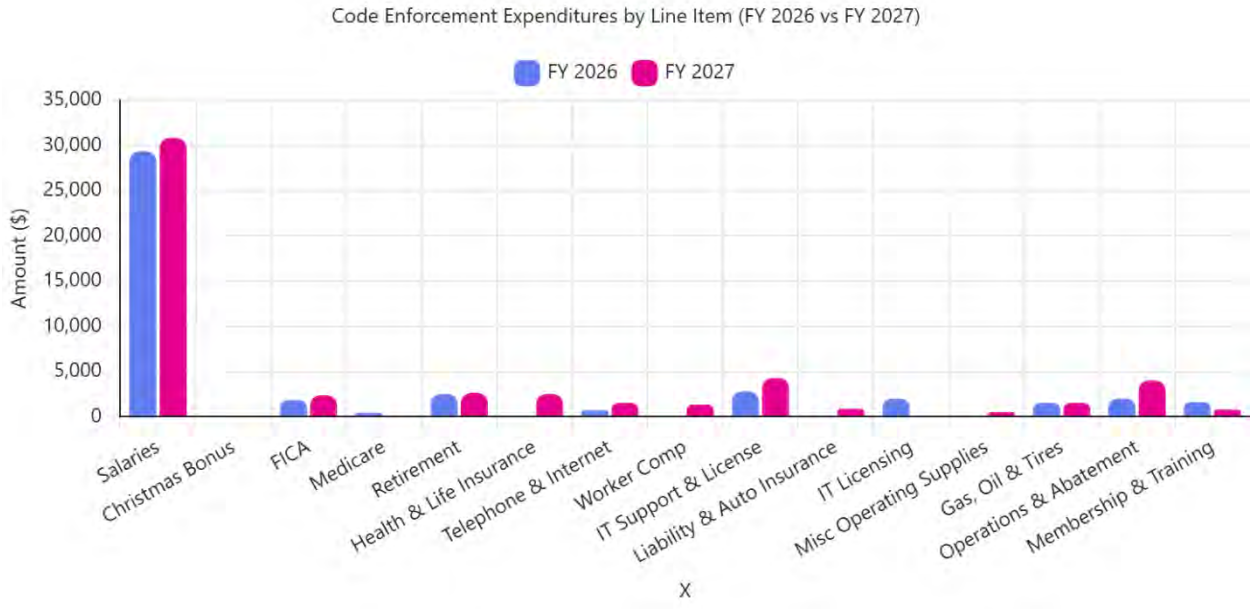
1. Total Code Enforcement Expenditures (FY 2024–2027)

This chart shows the steady growth of the Code Enforcement budget over four fiscal years, with a notable increase in FY 2027 driven by technology, benefits, and abatement costs.



2. Line-Item Comparison (FY 2026 vs FY 2027)

This chart highlights the major changes in cost categories—from increases in FICA, insurance, IT support, and abatement actions to removal of Medicare and IT licensing.



Summary

The Code Enforcement Department's FY 2027 budget reflects increased operational demand and modernization of technology resources needed to support field enforcement. While personnel-related changes are modest, technology, abatement actions, and insurance allocations drive most cost increases. The department continues to ensure compliance with city codes and maintain neighborhood standards through proactive inspection and enforcement.

Public Works (Streets)

Overview

The Public Works – Streets Division is responsible for maintaining the City's roadway infrastructure, street lighting network, traffic control equipment, sidewalks, tree trimming and removal, small equipment, vehicles, and general operations. The FY **2026–2027** budget totals **$348,992**, an increase of **$42,561 (14%)** from the FY **2025–2026** amended budget of **$306,431**.

The department includes **two full-time employees**, as well as allocating one-third of the Public Works Director's salary to Streets. FY 2027 reflects substantial increases in electrical costs related to LED lighting upgrades, vehicle lease enhancements, and FICA adjustments, balanced by reductions in several maintenance and material categories.

---

1. Personnel Costs

Salaries

FY 2027:

- Executive Salaries (1/3 allocation): **$19,271**
- Staff Salaries: **$111,133**
  These represent 5% increases aligned with citywide performance-based adjustments.

Overtime

Stable at **$1,000**, covering after-hours response and emergency repairs.

Employee Incentives / Training

A continued allocation of **$500** for certifications such as APWA and Stormwater Management.

Christmas Bonus

Remains unchanged at **$200**.

---

2. Benefits

FICA

FY 2027: $9,976
FY 2026: $7,700
Change: + $2,276 (30%)
Increase reflects salary adjustments and Medicare consolidation.

Medicare

Removed as a standalone item (**–$1,801**) and included under FICA.

Retirement

FY 2027: $11,084
FY 2026: $10,556
Change: + $528 (5%)
Increases correspond directly to salary changes.

Health Insurance

Remains **flat at $32,300**, consistent with current employee benefits.

Worker's Compensation

FY 2027: $4,313
FY 2026: $7,792
Change: –$3,479 (–45%)
Significant decrease due to updated risk distribution and claim experience.

---

3. Communications & Technology

Telephone & Internet

A new allocation of **$1,500** for departmental connectivity.

IT Support & Licenses

FY 2027: $1,128
Previously $0
Supports Adobe, Cisco, and VPN licensing, and shared contract costs across departments.

---

4. Street Lighting & Traffic Control

Street Lights – FPL Billing

FY 2027: $67,200
FY 2026: $40,000
Change: + $27,200 (68%)

This increase is one of the biggest drivers of the Streets budget and reflects the City's contractual update for **137 LED street lights** billed at approximately **$5,600 per month**. LED conversion increases upfront costs but yields future energy and maintenance savings.

Traffic Lights – FPL Billing

Remains at **$6,000**, covering:

- Pedestrian flashing beacons (x2)
- Intersection control beacon
- Traffic signal
- Illuminated street sign

---

5. Insurance & Facilities

General Liability Insurance

FY 2027: $18,372
FY 2026: $20,153
Change: – $1,781 (–9%)

Building Repair & Maintenance

No funds budgeted for FY 2027.

---

6. Tree Maintenance

FY 2027: $10,000
FY 2026: $11,133
Change: –$1,133 (–10%)

Covers trimming, removal, and hazard mitigation.

---

7. Vehicle & Equipment Maintenance

Vehicle Repair & Maintenance (New Lease Option)

FY 2027: $12,621
FY 2026: $4,000
Change: + $8,621 (216%)

Breakdown:

- Lease option: $1,387/mo with **no down payment**
- Includes *$10,000 uplift* for lights, flashers, decals
- Plus *$1,500 annual maintenance plan*
- Revised quote yields monthly savings of **$460.25**

Equipment Repair & Maintenance

Decreases slightly to **$3,886** (–3%)

Small Tools

Minor reduction to **$2,000**

---

8. Street & Sidewalk Repairs

Sidewalk Repairs

FY 2027: $8,000
FY 2026: $15,000
Change: –$7,000 (–47%)
Sidewalk repair workload has declined; repairs will be conducted as needed.

Operating Supplies

Stable at **$5,000**

Oil & Tires

FY 2027: $3,500
FY 2026: $7,000
Change: –$3,500 (–50%)

Street Repair Supplies

Remains at **$5,000** for painting, patch repair, and miscellaneous materials.

Improvements Other Than Buildings

Reduced to **$500** (–50%)

Equipment & Machinery

No new purchases budgeted for FY 2027.

---

9. Total Public Works – Streets

FY 2024 Audited: $415,568

FY 2025 Unaudited: $336,355

FY 2026 Adopted: $306,431

FY 2027 Budget: $348,992

Year-over-Year Increase:

+ $42,561 (14%)

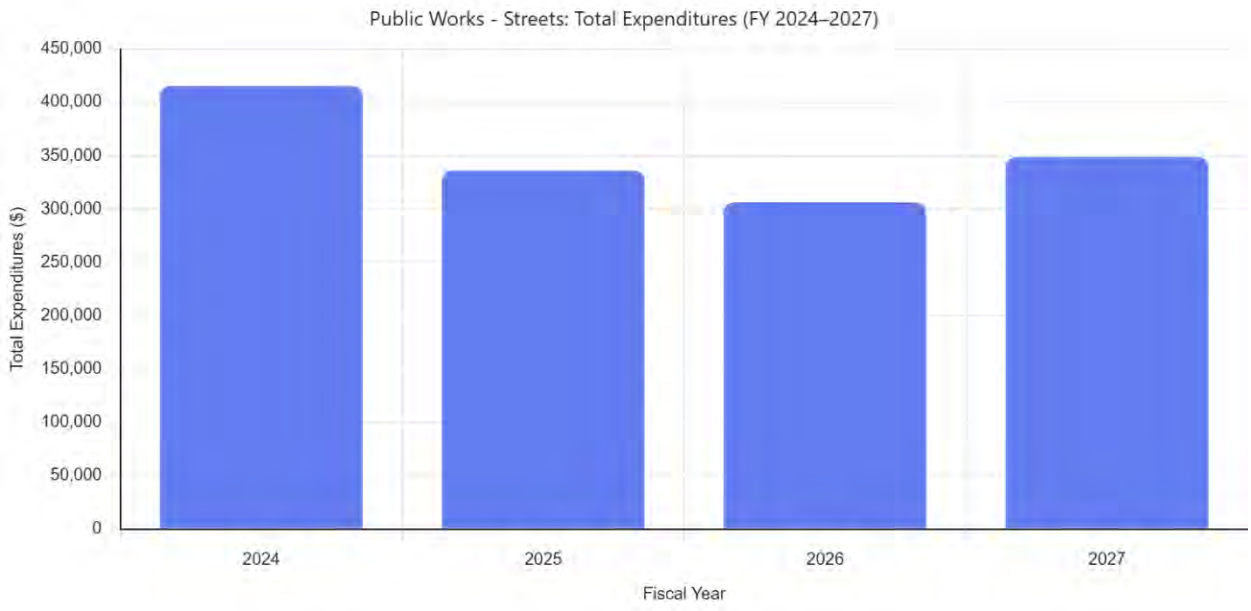
Major drivers include:

- Significant increases in FPL-powered LED street lighting
- New vehicle lease and equipment uplift package
- Higher FICA contribution
- New technology cost allocations

Charts for Public Works

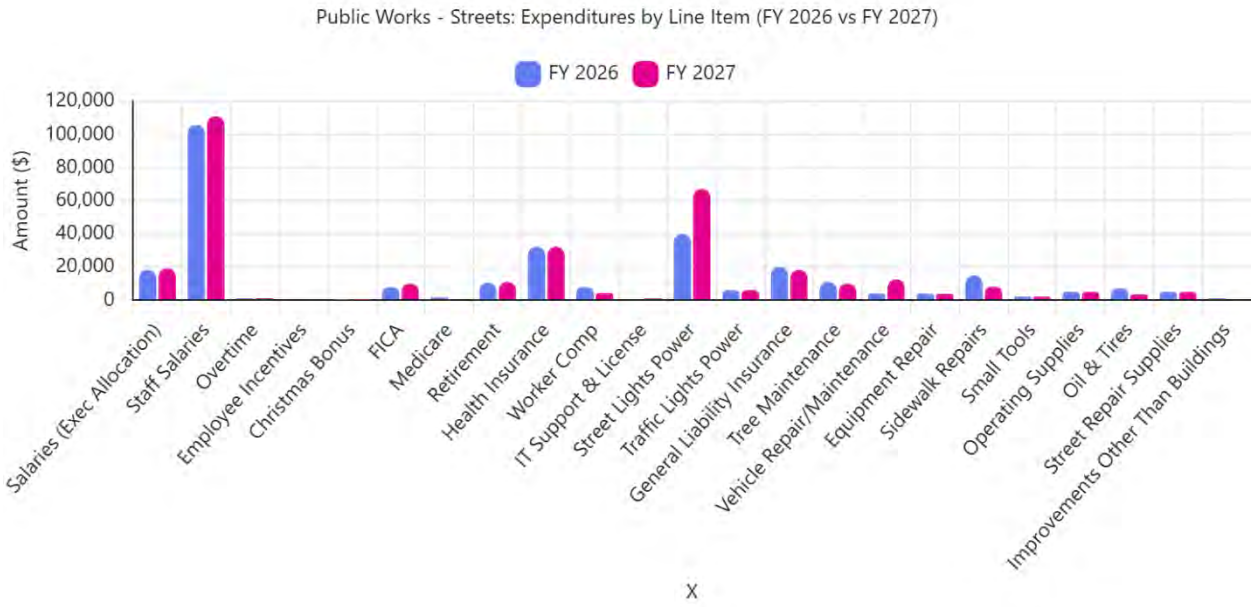
1. Total Public Works – Streets Expenditures (FY 2024–2027)

This chart shows the spending trend across four fiscal years, including the significant rise in FY 2027 tied to new LED street-lighting costs and fleet lease adjustments.



2. Line-Item Comparison (FY 2026 vs FY 2027)

This chart highlights the major cost drivers such as street lighting (FPL), vehicle maintenance lease, and FICA increases, along with reductions in worker comp, sidewalks, and materials.



Summary

The Public Works, Streets budget for FY 2027 strengthens infrastructure management capacity while aligning operational costs with modernized street lighting and updated fleet needs. Reductions in tree maintenance, sidewalks, and several insurance categories help offset rising utility and workforce costs.

The balanced increase supports reliable street lighting, safer traffic control, improved vehicle readiness, and essential street repair materials, ensuring the city continues providing safe, well-maintained public streets

Parks & Recreation

Overview

The Parks & Recreation Department's FY **2026–2027** General Fund expenditure budget totals **$110,688**, reflecting an increase of **$9,159 (9%)** over the amended FY **2025–2026** budget of **$101,529**.

This department maintains all City parks, open spaces, event grounds, and recreation facilities. The increase in FY 2027 is primarily driven by overtime needs created by growing park events, expansions in operating supplies, and adjustments to benefits and insurance allocations. Several cost reductions offset increases, including maintenance items moved to capital projects and lower vehicle and equipment repair costs.

---

1. Personnel Costs

Salaries

FY 2027: $37,296
FY 2026: $35,520
Change: + $1,776 (5%)
Reflects citywide performance-based salary adjustments.

Overtime

FY 2027: $1,000
FY 2026: $200
Change: + $800 (400%)
This large increase aligns with increasing event activity in parks, including festivals, concerts, community events, and weekend demands requiring extra staff coverage.

Employee Incentives

FY 2027: $500
FY 2026: $250

Change: + $250 (100%)
Supports training, certifications, or incentives for parks maintenance staff.

Christmas Bonus

Stable at $200.

---

2. Benefits

FICA

FY 2027: $2,853
FY 2026: $2,233
Change: + $620 (28%)

Medicare

Removed from FY 2027 (**–$522**) as this cost is now included in FICA.

Retirement

FY 2027: $3,170
FY 2026: $3,062
Change: + $108 (4%)

Health Insurance

Budgeted at **$10,450**, unchanged.

Worker's Compensation

FY 2027: $4,313
FY 2026: $7,792
Change: –$3,479 (–45%)
Reflects an updated cost allocation model and reduced risk pool usage.

3. Contractual & Operational Services

Contractual Services

FY 2027: $2,000
FY 2026: $1,500
Change: + $500 (33%)
This covers contracted lake spraying services to control aquatic vegetation.

Telephone & Internet

A new allocation of **$1,500**, not included in earlier budgets.
Ensures proper communication lines for park operations and staff support.

IT Support & License

New allocation for FY 2027: **$1,128**
Reflects the department's share of citywide IT contract support.

---

4. Utilities & Rentals

Utility Service – Electric

Stable at **$10,500**, supporting lighting and electrical usage across all parks.

Rentals & Leases

Continues at **$2,500**, mainly for portable restrooms (porta-potties) during events and heavy park usage periods.

---

5. Building & Equipment Maintenance

Building Repair & Maintenance

FY 2027: $2,000
FY 2026: $6,000
Change: –$4,000 (–67%)
Many repairs for park bathrooms are being moved to capital projects (BPP), leaving only vandalism-related repairs in the operating budget.

Liability & Auto Insurance

New allocation of **$869** based on city-wide insurance distribution.

Vehicle Repair & Maintenance

Remains at **$1,000**.

Equipment Repair & Maintenance

FY 2027: $2,000
FY 2026: $6,000
Change: –$4,000 (–67%)

---

6. Operating & Event Support Costs

Other

FY 2027: $5,000
FY 2026: $1,800
Change: + $3,200 (178%)
Includes payments to 1099 contractors:

- Cecil Bullard
- Ronnie Grant

These contractors assist with project labor, repairs, and event setups.

Operating Supplies

FY 2027: $8,000
FY 2026: $6,000
Change: + $2,000 (33%)
Supports equipment, tools, janitorial supplies, event materials, and grounds maintenance.

Oil & Tires

FY 2027: $2,500
FY 2026: $6,000
Change: –$3,500 (–58%)
Gas was separated out from this line item in FY 2027.

Gas

New allocation: **$3,500**, separated for transparency.

Improvements Other Than Buildings

No funding for FY 2027.

Uniforms

Previously budgeted in a separate line.

---

7. Total Parks & Recreation Expenditures

FY 2024 Audited: $87,081

FY 2025 Unaudited: $105,882

FY 2026 Adopted: $101,529

FY 2027 Budget: $110,688

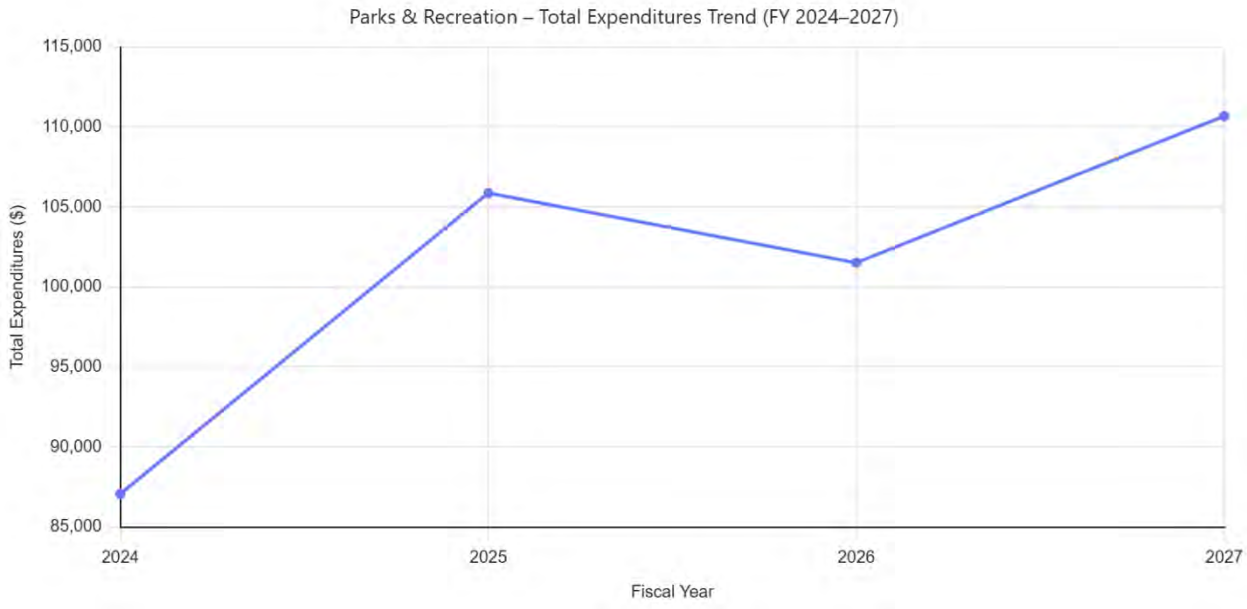
Year-over-Year Increase:

+ $9,159 (9%)

Charts for the Parks & Recreation Department

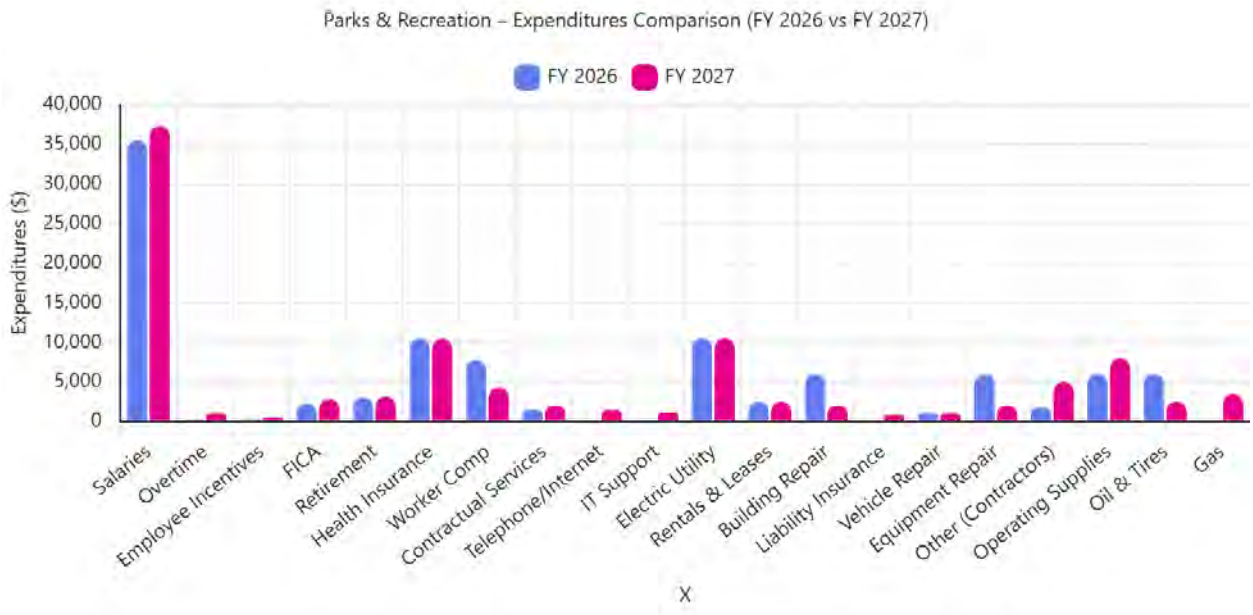
1. Parks & Recreation – Total Expenditures Trend (FY 2024–2027)

This chart illustrates the department's upward trend in operating costs, driven by rising event activity, staffing burdens, and increased operating supply needs.



2. Parks & Recreation – Expenditures Comparison (FY 2026 vs FY 2027)

This chart shows the increases and decreases across all major line items, highlighting overtime growth, shifts to capital projects, increases in operating supplies, and reductions in vehicle/equipment maintenance.



Summary

The Parks & Recreation department's FY 2027 budget supports expanding community activity, rising park attendance, and increased event programming. Higher overtime costs and operating supplies reflect these operational realities. Several capital-related repairs have been removed from the operating budget, creating both savings and clearer financial tracking. IT support, insurance allocations, and enhanced use of contracted labor explain many of the new or increased budgeting items. Overall, the department is positioned to maintain well-kept parks, facilitate growing recreational activity, and provide reliable amenities for residents and visitors.

Better Place Plan (BPP) / Discretionary Fund

Better Place Plan (BPP) / Discretionary Fund

Overview

The Better Place Plan (BPP), also known as the City's **Discretionary Fund**, provides a flexible and critical source of funding for capital improvements, infrastructure upgrades, beautification work, and public facilities enhancements. It is funded primarily through Putnam County's **One Cent Sales Tax**, along with **carry-forward balances** from prior-year unspent allocations.

For FY **2026–2027**, the BPP reflects substantial capital investment across City facilities, parks, infrastructure, signage, stormwater, and equipment modernization. These expenditures directly support quality-of-life improvements, resilience upgrades, beautification, and operational efficiency across multiple departments.

---

1. Revenues

Putnam County One Cent Sales Tax

- **FY 2027: $232,722**
- **FY 2026: $250,766**
- **Change: –$18,044 (–7%)**
  This revenue stream is provided by the Florida Department of Revenue and is subject to annual fluctuations based on county-wide sales activity. The updated projection (Aug. 21, 2026) reflects a modest decline, but still provides strong support for capital needs.

Prior Year Fund Balance (Carry-Forward)

- **FY 2027: $300,000**
- **FY 2026: $197,176**

- **Change: + $102,824 (52%)**
  BPP carry-forward increased substantially due to unspent FY 2024 capital allocations. Once FY 2026 reconciliation is finalized, the city will have a clear and complete forward balance, strengthening long-term capital funding stability.

Total BPP Revenues

- **FY 2027: $532,722**
- **FY 2026: $447,942**
- **Change: + $84,780 (19%)**

This increase is driven entirely by improved carry-forward capacity, enabling major capital initiatives in FY 2027.

---

2. Expenditures

The Better Place Plan supports four main capital categories:

Category 1: Improvements (#1)

FY 2027: $135,500

FY 2026: $167,500

Change: –$32,000 (–19%)

This category funds a wide range of community improvements aimed at beautification, accessibility, and upgrade of public spaces. FY 2027 priorities include:

- **Finalization of three City entryway signs** (North, South, and SR-308 corridors)
- Installation of **lighting, irrigation, and landscaping** supporting these entry monuments
- **Citywide street sign upgrades**, including consistency upgrades and new four-way stop signage
- **Fletcher Park Pavilion restoration**, including wood rot replacement

- **Sunrise Park boardwalk deck replacement** (Trex composite material)
- Purchase and installation of **adaptive & inclusive playground equipment**
- New **shade structures** at parks and high-use recreation areas

These projects emphasize public safety, recreation enhancements, and beautification.

Category 2: Infrastructure (#2)

FY 2027: $104,722

FY 2026: $178,200

Change: –$73,478 (–41%)

This category supports infrastructure-heavy capital improvements. FY 2027 spending focuses on:

- **Stormwater drainage upgrades along Lake Street**
- Stormwater improvements at multiple easements and critical points throughout the City
- Upgrades to **electrical systems and irrigation infrastructure** at Eva Lyon Park

The reduction in budget reflects completion of several FY 2026 projects but maintains commitment to stormwater resiliency.

Category 3: Equipment (#3)

FY 2027: $235,000

FY 2026: $72,242

Change: + $162,758 (225%)

This dramatic expansion provides structural upgrades to Citywide safety and operational capabilities:

- **Generators for City lift stations** (critical systems supporting water/wastewater operations)

- **Citywide asset camera system** for enhanced security and monitoring of public facilities
- Modernization investments across Public Safety and Public Works

This category strengthens continuity-of-operations, emergency preparedness, and City asset protection.

Category 4: Public Buildings Improvements (#4)

FY 2027: $57,500

FY 2026: $30,000

Change: + $27,500 (92%)

Major FY 2027 initiatives include:

- New **carpet installation** in City Hall
- Expansion of the **citywide camera system** in public buildings
- **Flooring upgrades** for Eva Lyon Pavilion
- **Park bathroom stainless-steel upgrades**
- Installation of **historic monument signs** to support heritage tourism

These improvements enhance safety, aesthetics, public accessibility, and facility durability.

Category 5: Capital Contingency

No new allocation for FY 2027.
FY 2026 included a small contingency ($7,150).

Total Expenditures

- **FY 2027: $532,722**
- **FY 2026: $447,942**

- **Change: + $84,780 (19%)**

Expenditures fully match revenue for FY 2027.
This ensures a **balanced BPP capital plan** with no deficits.

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3. Excess / Deficit Analysis

FY 2027: balanced

FY 2026: balanced

FY 2025: $0

FY 2024: ($143,992) deficit due to capital transfers

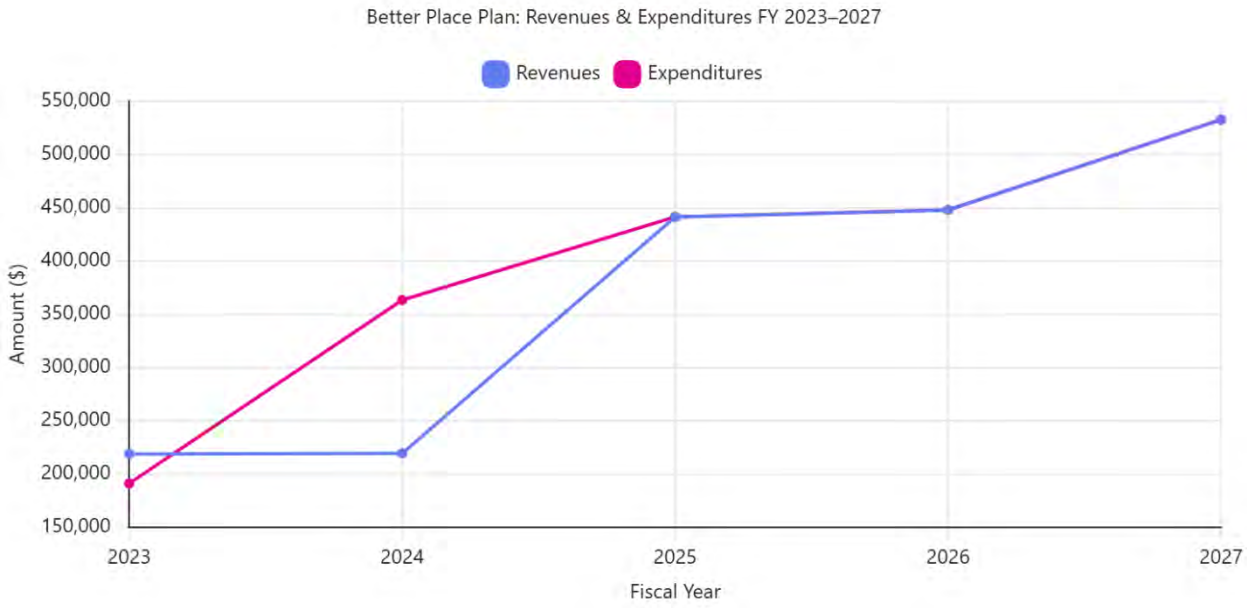
FY 2023: +$27,761 surplus

FY 2027's balanced position reflects strong fiscal discipline, use of carry-forward funds, and strategic capital prioritization.

Charts for the Better Place Plan (BPP) / Discretionary Fund

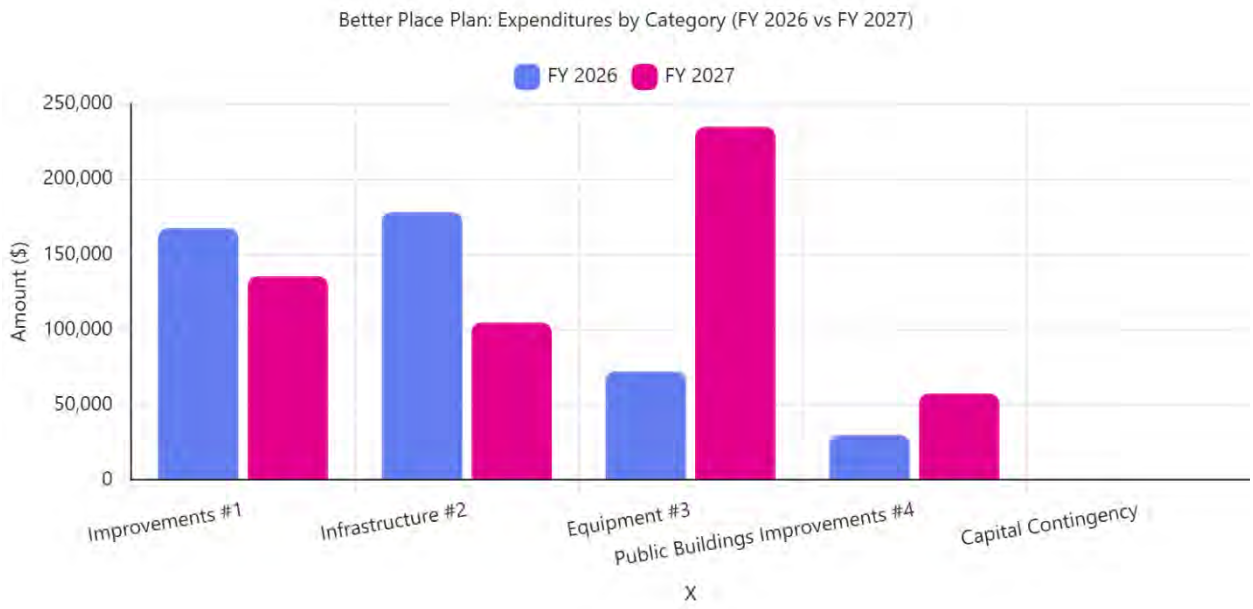
1. Revenues & Expenditures Trend (FY 2023–2027)

This chart shows how both revenues and expenditures have grown over time, with FY 2027 reflecting the highest levels for both due to enhanced carry-forward capacity and major capital initiatives.



2. Expenditures by Category (FY 2026 vs FY 2027)

This chart highlights significant shifts in capital priorities, especially the large increase in Equipment (#3) for generators and citywide camera systems, as well as notable reductions in Infrastructure (#2) as stormwater projects wind down.



Narrative Summary & Strategic Significance

The **Better Place Plan** continues to serve as a critical capital funding tool for Crescent City. The FY 2027 BPP budget is focused on **beautification**, **public safety enhancements**, **infrastructure resiliency**, and **modernization of City equipment & facilities**.

Key themes include:

1. Beautification & Quality of Life

Entryway signs, playground accessibility improvements, shade structures, park upgrades, and City Hall interior enhancements elevate Crescent City's visual identity and public space usability.

2. Safety & Security

Citywide asset camera systems and generator installations directly support emergency readiness, disaster resilience, and public safety.

3. Infrastructure Stability

Stormwater improvements at Lake Street and across multiple easements reduce flooding risk and improve long-term drainage performance.

4. Modernized Capital Management

The large carry-forward balance enables more flexible planning and ensures capital projects are executed without operational financing strain.

Ultimately, the BPP remains an essential resource that empowers the City to address both immediate capital needs and long-term community enhancements without increasing the General Fund burden.

Community Redevelopment Agency

Community Redevelopment Agency

The Crescent City CRA is divided into **three distinct redevelopment districts**:

- **Central CRA District**
- **North CRA District**
- **South CRA District**

Each district operates with its own revenue stream, its own TIF base year, and its own capital priorities based on redevelopment needs, economic conditions, and community development goals.

FY **2027** shows substantial activity across all districts, with major increases in redevelopment grants, improvement projects, and administrative restructuring of CRA Manager costs among the three districts.

I. CENTRAL CRA DISTRICT

Revenues

City & County Tax Increment (TIF) Payments

- **City Contribution (FY 2027):** $106,264 (+19%)
- **County Contribution (FY 2027):** $106,574 (+19%)

The increase reflects rising taxable values within the Central CRA district.

Prior Year Fund Balance

- FY 2027: **$11,975**
  Only $5,000 was used in FY 2025–26 for Central housing initiatives, leaving a modest carry-forward.

Total Central CRA Revenue

- **FY 2027: $224,813 (+25%)**

This provides strong funding for new redevelopment work.

Expenditures

1. Administrative (CRA Manager)

The CRA Manager's position was restructured:

- 50% allocated to the City Manager department
- Remaining 50% split across Central, North, and South

Result:

- Central salary costs drop to **$544** (–29%)
- FICA, pension, and health insurance also moved largely to North CRA

2. Professional Services (CCDP)

- Remain steady at **$50,000**
  Supports:
- Redevelopment planning
- Market studies
- Main Street coordination
- Festival/event guidance
- Community engagement activities

3. Training & Travel

- Training: **$1,500**

- Travel: **$2,000**
  Covers Main Street, Preservation, Florida Festivals & Events Association, and National conferences.

4. Improvement Projects (Central District Capital Work)

- **FY 2027:** $30,000 (+2%)
  Major project:
  Directional drilling for new 1" conduit along Central Avenue (both sides) to support LED lighting upgrades with FPL

5. Redevelopment Grants

- FY 2027: **$92,040 (+100%)**
  High demand from commercial businesses in the Central district for:
- Façade improvements
- Downtown storefront modernization
- Property rehabilitation

Significant unmet demand existed in FY 2025–26.

6. Housing Rehabilitation Grants

- FY 2027: **$21,448 (+26%)**
  Supports rehabilitation of residential units within Central CRA, where house stock qualifies for improvement assistance.

Total Central CRA Expenditures

- **FY 2027: $224,813 (+25%)**
  Balanced with revenues.

II. NORTH CRA DISTRICT

Revenues

City & County TIF

- City: **$95,566** (+13%)
- County: **$95,844** (+13%)

Prior Year Carry Forward

- FY 2027: **$73,353**
  FY 2026 carry-forward was unusually high ($198,678).
  The City utilized:
- $207,400 for redevelopment
- $0 for housing
- $0 for improvements

Total North CRA Revenue

- **FY 2027: $264,763 (–28%)**
  A significant decrease driven by the exhaustion of carry-forward funds.

Expenditures

1. Administrative (CRA Manager)

Half of CRA Manager costs are now allocated to North CRA.
Results:

- Salaries drop to **$30,412 (–29%)**
- FICA decreases (–29%)
- Pension decreases (–30%)
- Health insurance remains at **$10,300**

- Training stays at **$3,500** (FRA, FEDC, FREDA conferences)

2. Professional Services

- FY 2027: **$2,500 (–49%)**
  Reflects lower demand for:
- Appraisals
- Surveys
- Concept renderings

3. Improvement Projects (Major Capital Work)

- FY 2027: **$116,246 (+535%)**
  Major focus areas:
- Road paving
- Dirt road conversions
- Asphalt work across North CRA
- **Fixing Grove Street**
  This is the largest capital allocation in North CRA this year.

4. Housing Rehabilitation Grants

- FY 2027: **$25,000 (–50%)**
  FY 2025–26 had **zero applicants**, despite door-to-door canvassing.

5. Redevelopment Grants

- FY 2026 allocation: **$212,435**
- FY 2027: **$50,000 (–76%)**

Demand lowered due to:

- A prior-year surge in commercial applications
- Reduced carry-forward
- The district stabilizing from prior major investments

6. Other Costs

- Advertising: **$1,000**
- Misc. Expenses: **$400 (–60%)**
- Indirect cost allocation: **$11,000**

Total North CRA Expenditures

- **FY 2027: $264,763 (–28%)**
  Balanced to revenue adjustments.

III. SOUTH CRA DISTRICT

Revenues

City & County TIF

- City: **$15,233 (+20%)**
- County: **$15,277 (+20%)**

Prior Year Carry Forward

- FY 2027: **$45,454 (+48%)**
  This reflects unused funds in FY 2025–26, where only:
- $8,100 used for redevelopment
- No use of improvement funds
- No use of car allowance
- No use of professional services

Total South CRA Revenue

- **FY 2027: $75,964 (+35%)**

Expenditures

1. Administrative (CRA Manager)

Costs mirror Central/North allocations:

- Salaries: **$544 (–29%)**
- FICA: **$42 (–34%)**
- Pension: **$46 (+45%)**
- Training: **$500 (–50%)**
- Insurance moved to North CRA

2. Redevelopment Projects (Major Growth Area)

- FY 2027: **$56,839 (+591%)**

South CRA's major redevelopment initiative: **Historic Remaining Structures & Park Enhancements** Includes:

- Old City Jail rehabilitation
- Water wheel & waterworks restoration
- Fencing
- Trail systems
- New benches & plantings along waterfront (Crescent Lake)
- Sunrise Park improvements
- Other beautification projects throughout South CRA

This is the most significant increase in the entire CRA system.

3. Professional Services

- FY 2027: **$2,000 (–43%)**
  Appraisal/survey/rendering needs reduced.

4. Redevelopment Grants

- FY 2027: **$10,000 (–73%)**
  Lower business demand than Central/North, but expected to grow slowly.

5. Other Costs

- Misc. Other: **$0 (–100%)**
- Mileage: **$500 (–50%)**
- Telephone: **$667 (shared)**
- Indirect cost: **$1,000**

Total South CRA Expenditures

- **FY 2027: $75,965 (+35%)**

Balanced with revenue.

IV. TOTAL CRA SUMMARY

Total Revenue (All Districts)

- **FY 2026:** $604,362
- **FY 2027: $565,540 (–6%)**

Total Expenditures

- Match revenue at **$565,540**

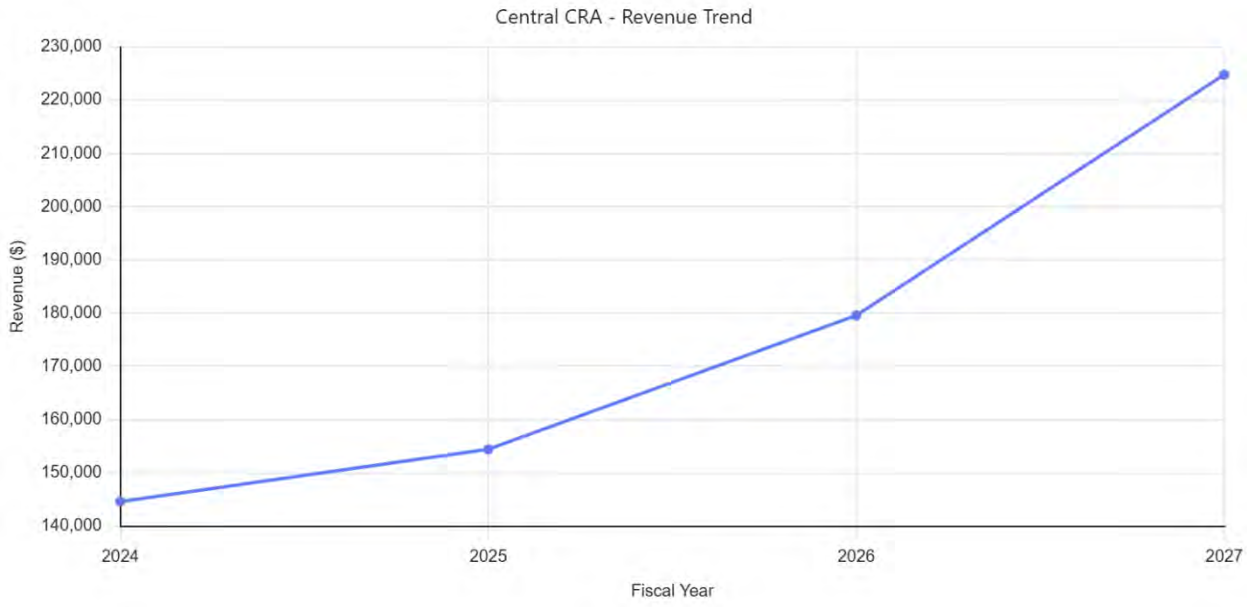
The CRA remains balanced across all districts.

Charts for all three CRA Districts — Central, North, and South

CENTRAL CRA DISTRICT

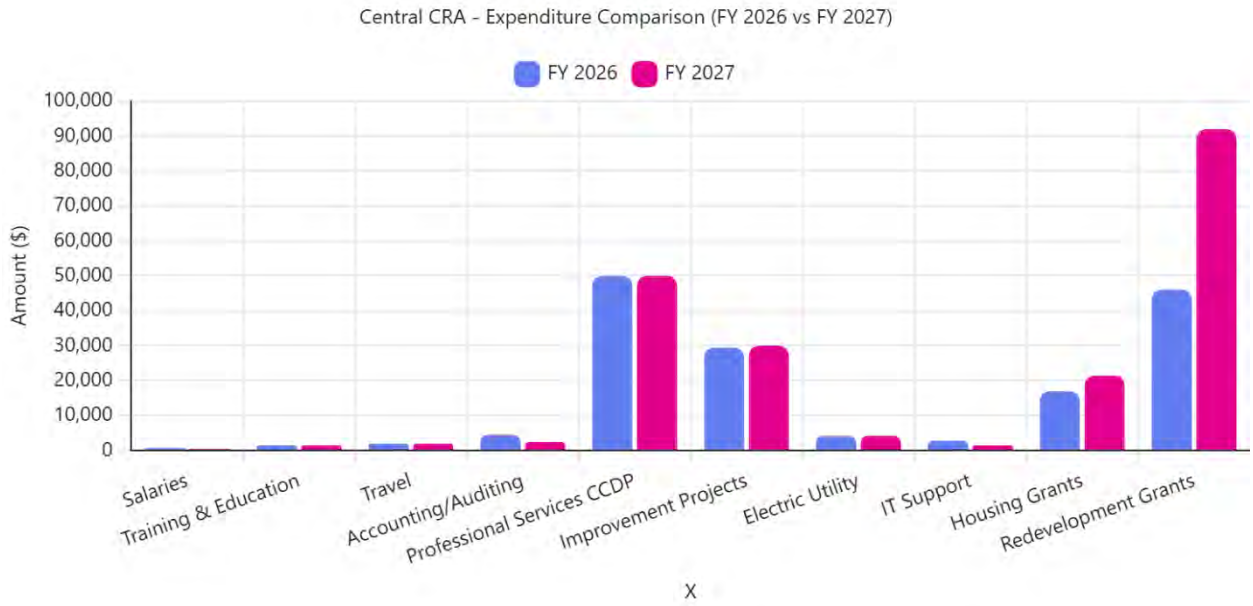
1. Revenue Trend (FY 2024–2027)

Shows strong, steady growth due to rising taxable values and new carry-forward capacity.



2. Expenditures Comparison (FY 2026 vs FY 2027)

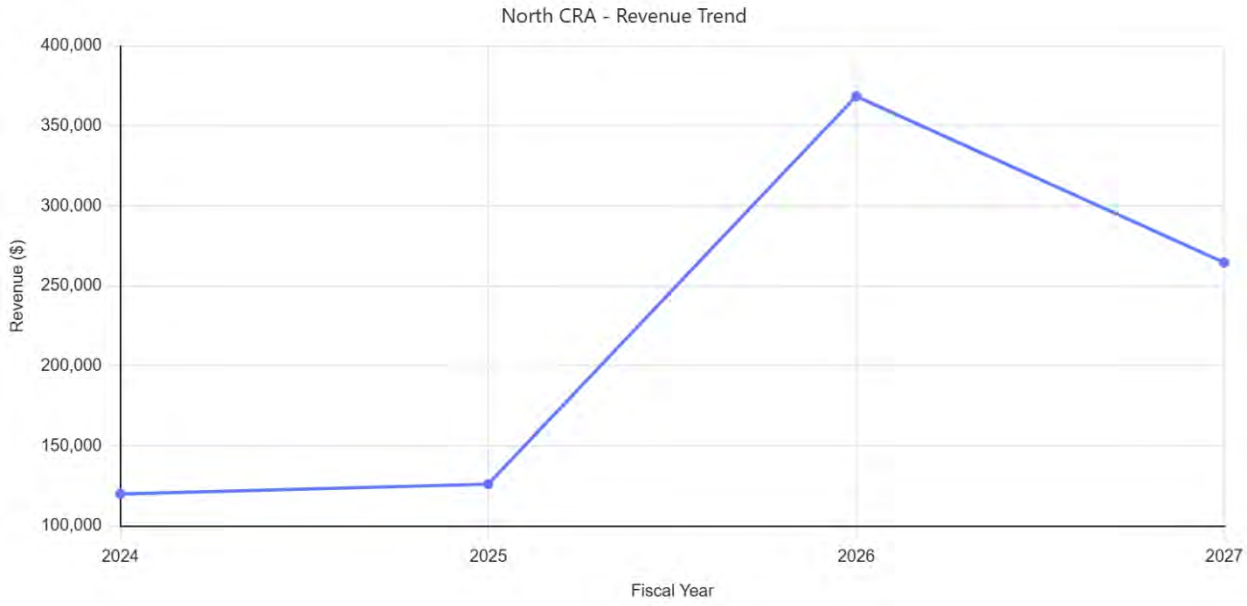
Highlights major increases in redevelopment grants and housing rehabilitation.



NORTH CRA DISTRICT

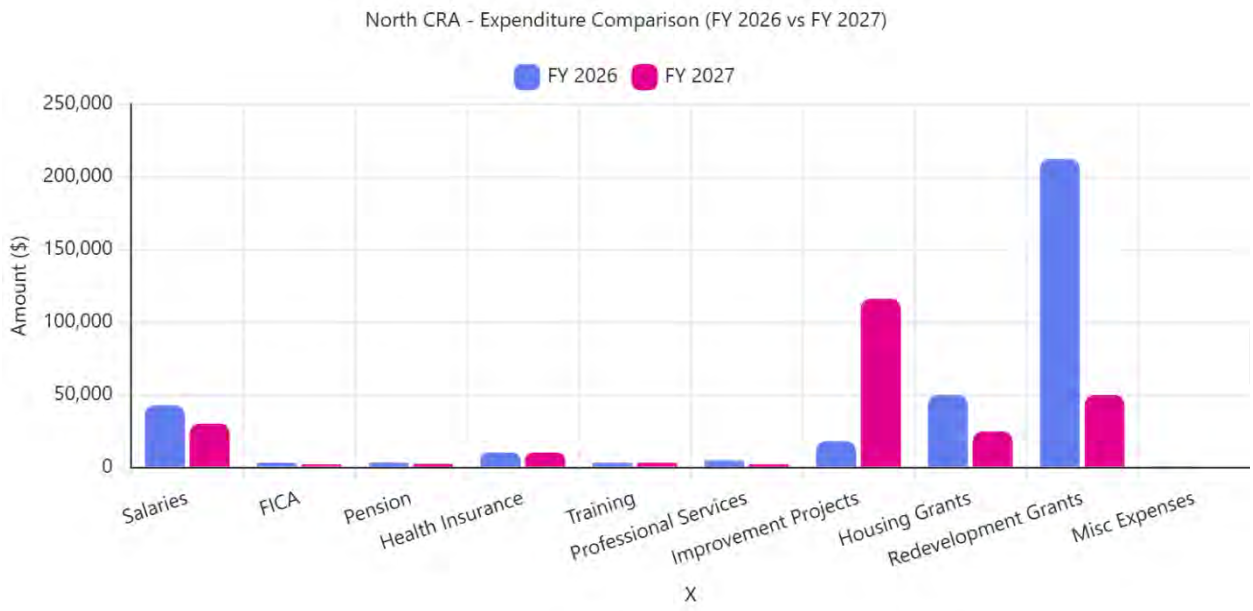
1. Revenue Trend (FY 2024–2027)

Reflects a reduction in FY 2027 due to prior-year carry-forward being fully utilized.



2. Expenditures Comparison (FY 2026 vs FY 2027)

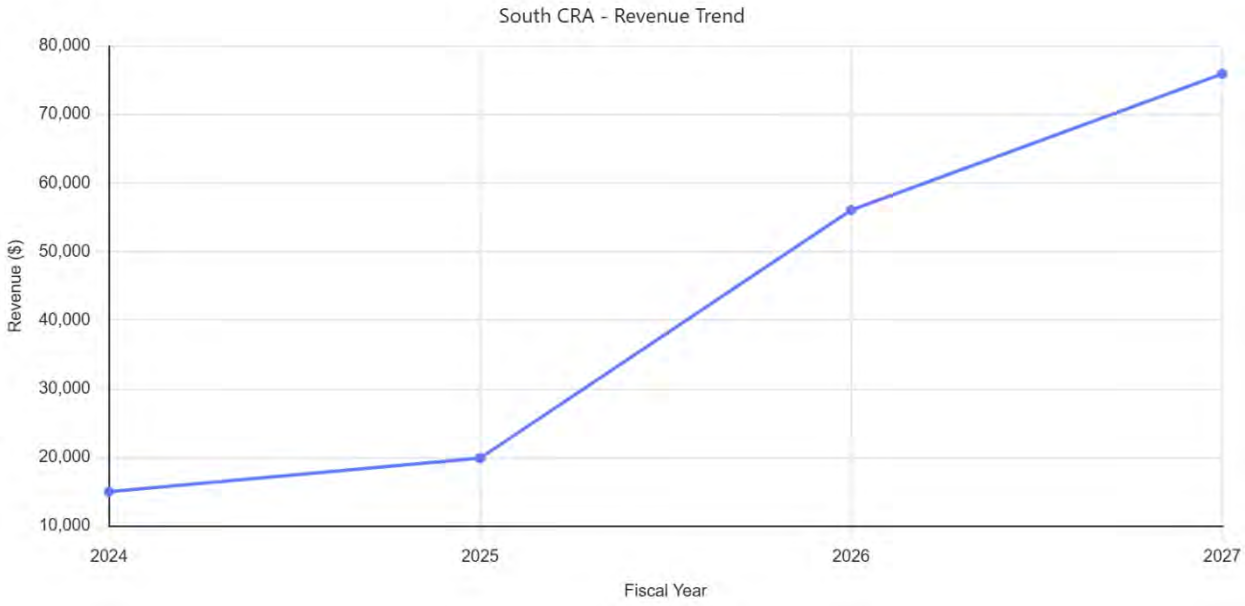
Shows large shifts, particularly the dramatic increase in improvement projects and decreases in redevelopment grants.



SOUTH CRA DISTRICT

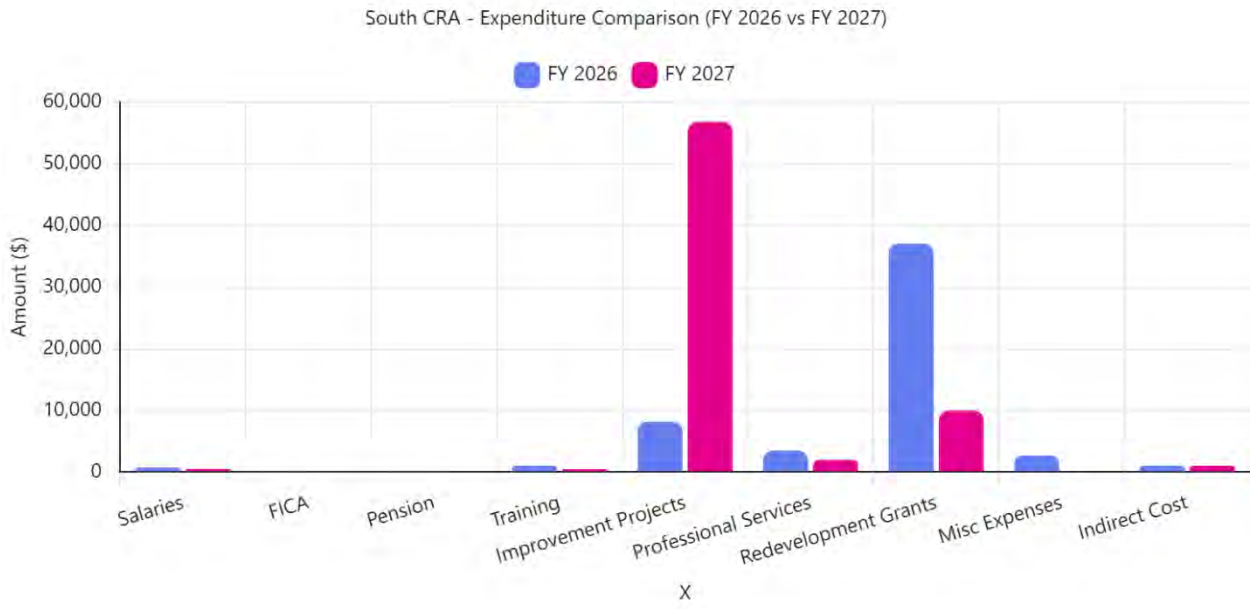
1. Revenue Trend (FY 2024–2027)

Shows consistent growth with expanding redevelopment capacity.



2. Expenditures Comparison (FY 2026 vs FY 2027)

Demonstrates a massive increase in improvement projects (historic jail, waterworks, waterfront trail, benches, beautification).



CRA Conclusion

The Crescent City CRA continues to serve as a targeted redevelopment engine, directing tax increment revenue to the highest-priority community revitalization needs across three districts.

Central CRA Focus:

- High demand for commercial façade improvements
- Directional drilling for LED lighting
- Housing rehabilitation investments
- Heavy utilization of CCDP professional services

North CRA Focus:

- Major road paving and infrastructure work
- Stabilizing redevelopment grant demand
- Consolidation of administrative costs
- Lower housing rehabilitation participation

South CRA Focus:

- Historic site preservation
- Park and waterfront enhancements
- Trail expansion
- Beautification of Sunrise Park area

As taxable values rise, the CRA is projecting steady growth in City and County contributions. Small carry-forward balances are being deployed strategically, ensuring that each district is progressively revitalized.

Enterprise Funds

Wastewater Fund

I. Overview

The Wastewater Fund supports the City's wastewater collection, lift station management, treatment facility operations, fleet and equipment maintenance, and regulatory compliance. For FY **2026–2027**, the Wastewater Fund demonstrates both **rate-driven revenue growth** and **moderate expenditure increases** aligned with staffing adjustments, aging infrastructure, rising chemical costs, and ongoing lift station repair needs.

Total revenues including grants reach **$600,773**, an increase of **$76,075 (14%)** from FY 2025–2026.
Operating revenues alone increase **5%**, reflecting the adopted rate increase.

II. Revenues

1. Charges for Services

Wastewater Charges

- **FY 2027: $547,573**
- **FY 2026: $521,498**
- **Increase: + $26,075 (5%)**

This is the planned **5% wastewater rate increase** applied uniformly across customers. The revenue calculation aligns exactly:
$521,498 × 5% = $26,075

This category continues to comprise the **majority of the Wastewater Fund's revenue**.

Cut-in Charge

- **Stable at: $3,200**
  Based on $800 per customer.

10% Sales for Maintenance

This line has been moved to the **Wastewater Repair & Replacement Fund** to meet best practice accounting standards.

Total Charges for Services

- **FY 2027: $550,773 (+5%)**

This demonstrates a stable and predictable revenue structure closely tied to user rates.

---

2. Other Revenue

All other revenue sources (interest income, surplus equipment sales, agency fees, ARPA, transfers from General Fund) are projected **at zero** for FY 2027.

Total Other Revenue: $0

---

3. Grants

Bay Street CDBG Project

- FY 2026 included **$60,000**
- FY 2027: **$0 (–100%)**

The project will conclude in FY 2025–26. Funds were budgeted previously but not received.

Wastewater Treatment Facility Improvement (Design)

- FY 2027: **$50,000** (State Appropriation)

This represents a **non-recurring capital grant** for preliminary design work to upgrade the wastewater treatment facility.

Total Grants

- **FY 2027:** $50,000
- FY 2026: $60,000
- Change: **–$10,000 (–17%)**

---

4. Total Revenues and Grants

- **FY 2027: $600,773 (+14%)**
- **FY 2026: $524,698**

A clear majority of the increase is due to rate adjustments and the facility design grant.

III. Expenditures

The Wastewater Fund expenditures consist of **Personnel Services**, **Operational Expenses**, and **Grant/Capital Projects**.

A. Personnel Services

Total Personnel Services FY 2027: $133,069 (+4%)

Driven by salary increases, benefit adjustments, and realigned staffing allocations.

Staffing Details

- 1/3 of Public Works Director allocation
- Open position at **$17/hr**
- 50% of employee Matt
- 100% of operator Herschel Vandriver
  Remaining 2/3 of Director is allocated to Water and Streets departments.

Staff Salaries

- **FY 2027:** $97,508
- **FY 2026:** $92,865
- Increase: +$4,643 (5%)

Overtime

Steady at $2,000.

Employee Incentives

$2,000 for training and certifications.

FICA/Medicare

- FICA increases **30%** due to salary growth and elimination of Medicare line.
- Medicare eliminated (–100%) as part of consolidation.

Pension

- **+ $394 (5%)** increase matching pay adjustments.

Health & Life Insurance

Constant at **$11,200**.

Worker's Compensation

Minor rise from $4,267 to **$4,313**.

B. Operational Expenses

Total Operational Expenses FY 2027: $417,703 (+7%)

Operational costs are heavily influenced by:

- Lift station repairs
- Chemical price increases

- Insurance premium changes
- Aging infrastructure
- IT and licensing demands

Major Operational Cost Categories

1. Other Professional Services

- **$67,291 (unchanged)**
  Includes:
- Biofermentation
- Lab services
- Misc. specialized services

Note: Department recommends an RFQ/piggyback due to heavy usage and rising cost.

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2. Audit

Reduced to **$7,056 (–32%)**
Reflects updated allocation modeling.

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3. Telephone/internet

- Decreases to **$1,757 (–24%)**

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4. Utility – Electric

Steady at **$30,000**

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5. Insurance (Auto/Property/General)

- **$46,496 (+15%)**
  Reflects 2025 renewal expectations.

---

6. Building Repair

- **$4,744 (+90%)**
  Increasing need for deferred maintenance on 20-year-old facility.

---

7. Vehicle Repair & Maintenance

Flat at **$3,198**, including $2,500 for tires/oil.

---

8. Equipment Repair & Maintenance

- **$39,487 (+72%)**
  Lift stations require significant work; costs are unpredictable across locations. Additional surplus was added to this line to anticipate failures.

---

9. Electric Security Gate

- **$15,000**
  New security gate installation for facility.

---

10. IT Support & Licenses

- **$4,280 (+43%)**
  Annual VPN, Cisco Smart Net, Microsoft 365, Adobe, and other support fees.

---

11. Operating Supplies

- **$16,543 (+18%)**
  Chlorine prices have increased considerably.

12. Fuel

- Gas: **$1,500 (+11%)**
- Diesel: **$500 (+25%)**

---

13. Membership & Training

- **$500 (+67%)**
  Florida Rural Water Association renewal

---

14. Cost Allocation – General Fund

- **$145,000 (flat)**
  Administrative transfer for citywide support.

---

15. Equipment & Machinery

- **$6,500 (+30%)**
  Aging equipment needing gradual replacement.

---

16. Bond Interest (Southstate)

Constant at **$25,100**

C. Grant / Capital Projects

FY 2027 Grants: $50,000

For wastewater treatment facility design.

Bay Street CDBG

FY 2026: $60,000
FY 2027: $0 (project completion expected in 2026)

IV. Total Expenses (Personnel + Operations + Grants)

FY 2027: $600,773

FY 2026: $577,324

Change: + $23,449 (4%)

Despite escalating costs in materials, chemicals, and infrastructure, the department kept increases modest.

V. Change in Net Position

FY 2026: ($7,374) Surplus

FY 2027: $0 (balanced)

Non-recurring grant revenue and expenses have been **excluded** in fund performance evaluation to show true operational sustainability.

VI. Strategic Observations

1. Rate Increase Provides Stability

The 5% rate increase allows the department to keep pace with inflation and rising utility/chemical costs.

2. Lift Station Repairs Remain Critical

Aging lift stations are driving costs and require long-term planning.

3. Deferred Maintenance Rising at Treatment Facility

The building needs structural upkeep and is 20+ years old.

4. IT & Support Costs Rising

Reflect broader citywide trend due to cybersecurity and software compliance.

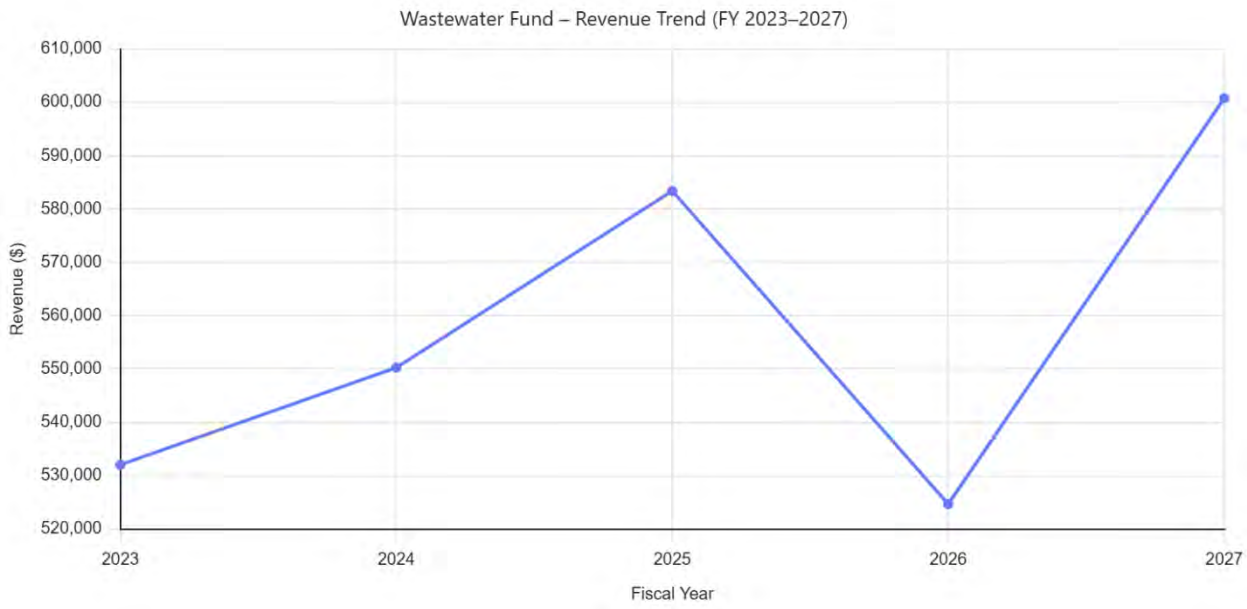
5. Grant-funded Design Work is Positive

The $50,000 state grant to begin facility redesign work positions the City for future modernization.

Charts for the Wastewater Fund

1. Wastewater Fund – Revenue Trend (FY 2023–2027)

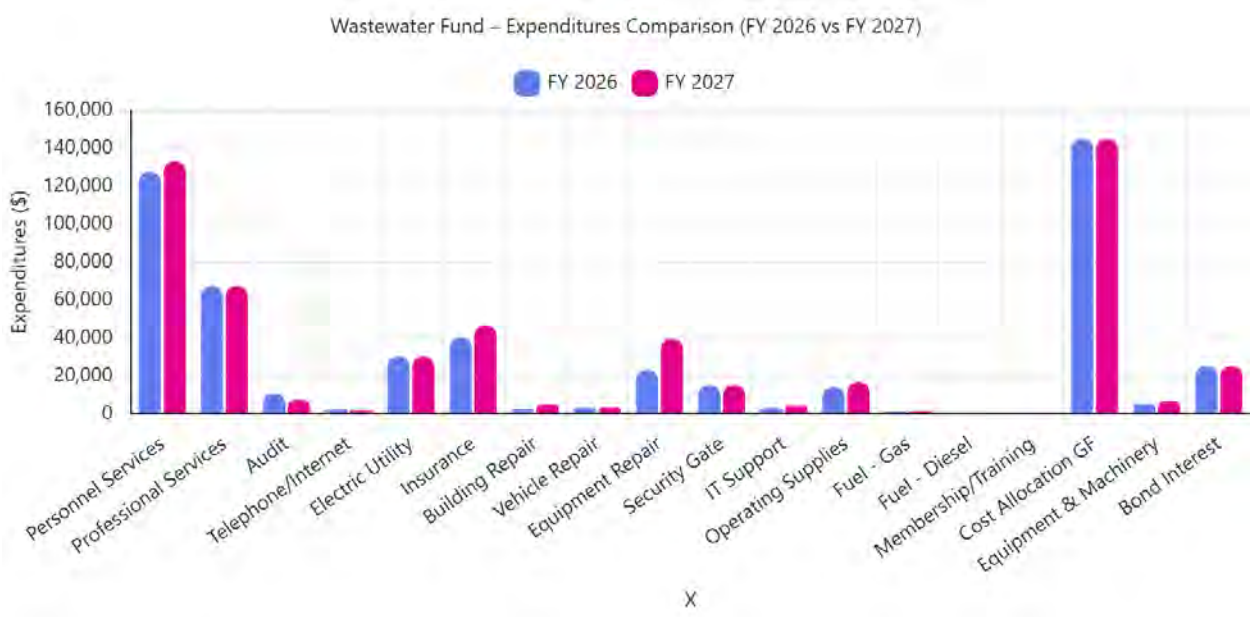
This chart illustrates total revenue growth over five fiscal years, including the 5% rate increase and the FY 2027 state appropriation.



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2. Wastewater Fund – Expenditure Comparison (FY 2026 vs FY 2027)

This detailed bar chart visualizes how major expenditure categories change year-over-year, highlighting increases in personnel services, equipment repairs, chemicals (operating supplies), insurance, and IT support.



VII. Conclusion

The Wastewater Fund's FY 2026–27 budget is **stable, modestly increasing**, and adequately supports operational reliability. The rate increase, careful cost management, grant funding, and deferred maintenance planning create a sustainable foundation heading into major infrastructure updates.

Gas Fund

I. Overview

The Gas Fund is one of Crescent City's largest enterprise utilities and operates independently from the General Fund. It supports gas distribution throughout Crescent City, Pomona Park, Welaka, Lake Como, San Mateo, and surrounding service areas. The FY **2026–2027** budget reflects both **strong core revenue growth** and **major one-time grant funding** designated for critical pipeline safety and infrastructure replacement.

The City's gas system, originally constructed in **1963**, is now undergoing a historically significant modernization phase. The FY 2027 budget includes a **$1.5 million Pipeline Hazardous Material Safety Administration (PHMSA) grant** and reflects major operational upgrades in accordance with federal regulatory expectations.

II. Revenue Summary

A. Charges for Services (Core Operating Revenue)

Total FY 2027: $846,622 (↑ $122,597 / 17%)

The Gas Fund's core revenue comes from monthly gas billing across:

- Residential customers
- Commercial customers
- Non-taxed institutions (churches, schools, City facilities)
- Service charges for new hookups

Gas usage revenues are increasing sharply due to:

- **Rising customer base** (approx. 1,300 active customers)

- **Adjustments to minimum charges**
    - Residential: move from $16 → **$18 minimum**
    - Commercial: increase to **$22 minimum**
- **Higher consumption resulting from growth areas**
- Increased cost recovery through service fees

Residential Sales

- **FY 2027:** $589,451
- ↑ $114,451 (+22%)

Commercial Sales

- **FY 2027:** $154,942
- ↑ $8,146 (+6%)

Service Charges

- **FY 2027:** $30,000
  Includes:
- $50 admin fee
- $85 service fee
- New service hookups ($1,000–$1,500)
- Potential additions for school gas service

B. Other Revenue

No secondary revenue streams are budgeted for FY 2027 (equipment sale, deposits, transfer from General Fund).

C. Grants

1. Gas Line Relocation Grant – Highway 17 (State)

FY 2026 Budget: $1,500,000
FY 2027: **$0**
Funds held by State (~$40k) for a future highway expansion project starting FY 27–28.

2. PHMSA Pipeline Modernization Grant

- **FY 2027: $1,500,000**
- Released approx. June 2026
- Managed through Florida Gas Utilities (FGU)
- 10% interest repayment structure (treated as a revolving credit line)
- **$51,353** already spent as of July 7, 2026

This grant rebuilds **five critical regulator stations** and replaces **aging steel and X-Trub mains**, improving safety, reducing regulatory risk, and modernizing gas infrastructure.

Total Revenues & Grants FY 2027

$2,346,622 (↑ $122,597 / 16%)

III. Expenditures

Total expenditures including personnel, operations, and grants equal:

FY 2027: $2,346,622

However, non-recurring grant expenditures are **excluded** from operational expenditure analysis to maintain a clear view of core financial performance.

A. Personnel Services

FY 2027: $329,685 (↑ $13,974 / 5%)

Staffing:

- Natural Gas Manager (1 FTE)
- Four existing gas utility employees (4 FTEs)
- **Total: 5 employees**, servicing ~1,300 customers
- *(325 customers per employee)*

Key Adjustments:

- 5% salary increases across all positions
- Stand-by pay held constant at $5,000
- Overtime increased due to field work, emergencies, and hook-ups
- Medicare eliminated (folded into FICA)

Positive trends include:

- Stable health insurance
- Controlled worker compensation rates
- No inflationary increases outside salary-linked benefits

B. Operational Expenses

FY 2027: $516,937 (↑ $111,031 / 24%)

This increase reflects both inflationary pressures and major fuel and regulatory cost changes.

Highlights:

1. Natural Gas Purchase

- **FY 2027:** $211,225
- ↑ $39,698 (21%)

Gas wholesale cost volatility is the largest operational driver.
New FGU initiatives aim to suppress costs for both:

- City-level supply
- End user bills

2. Auto/Property/General Insurance

- FY 2027: **$33,137 (↑ $12,984 / 23%)**
  Includes a new **CSX liability insurance** payment ($13,300).

3. Vehicle Repair & Maintenance

- FY 2027: $5,000
  Gas fleet aging → City evaluating **lease option**
  (Similar to Wastewater/Public Works lease structure)

4. Equipment Repair

- FY 2027: $2,000
  Includes repair of critical fusion machine components (one-off high cost in FY 2026).

5. Operating Supplies

- FY 2027: **$17,000**
  Parts purchased and resold to customers, cleaning supplies, repair components.

6. Telephone & Internet

- Reduced significantly to **$1,756 (–56%)**

7. Advertising

Required for:

- 811 / Call Before You Dig
- Regulatory notices
- Emergency information
  Remains stable at $1,500.

8. Other Charges

- FY 2027: **$35,000 (+$20,000)**
  Includes:
- **Consulting assistance until a new Gas Director is hired**

9. Natural Gas Resale Items

- FY 2027: **$8,000 (↑ 400%)**
  Reflects increased demand for appliances and gas-related materials.

10. IT Support

- FY 2027: **$4,280 (–5%)**
  IT license eliminated entirely (–100%).

11. Cost Allocation – General Fund

Stable at **$113,100**
Represents administrative support.

12. Bond Interest

- FY 2027: **$27,000**
  5% interest on 1997 steel gas main (remaining debt > $200k).
  Moved from debt service to bond interest line.

C. Grant Expenditures

PHMSA Grant:

FY 2027 — **$1,500,000**
Covers:

- Regulator station rebuild
- Low-pressure steel main replacement (5+ miles)
- X-Trub gas main eradication (PSC directive)
- Cathodic protection installations
- Odorization system modernization

- Anti-static suppression system initiative
- Up to **12 farm tap replacements**
  Significantly improves:
- Safety
- Reliability
- Compliance
- Modernization

IV. Net Position

FY 2027 Change in Net Position: $0 (Balanced)

(After accounting for grant flows)

Operational (Non-Grant) Performance

The Gas Fund remains **financially healthy**, with:

- Strong core revenues
- Moderate personnel cost growth
- Predictable cost allocation transfers
- Manageable insurance and administrative expenses

V. Strategic Considerations & Interesting Facts

The Gas Fund manages:

- **1300 active customers**
- **A system originating from 1963**
- **Over 325 customers per employee**
- **Miles of mains/services:** Extensive, aging infrastructure

- Regulated by the **Florida Public Service Commission (PSC)**

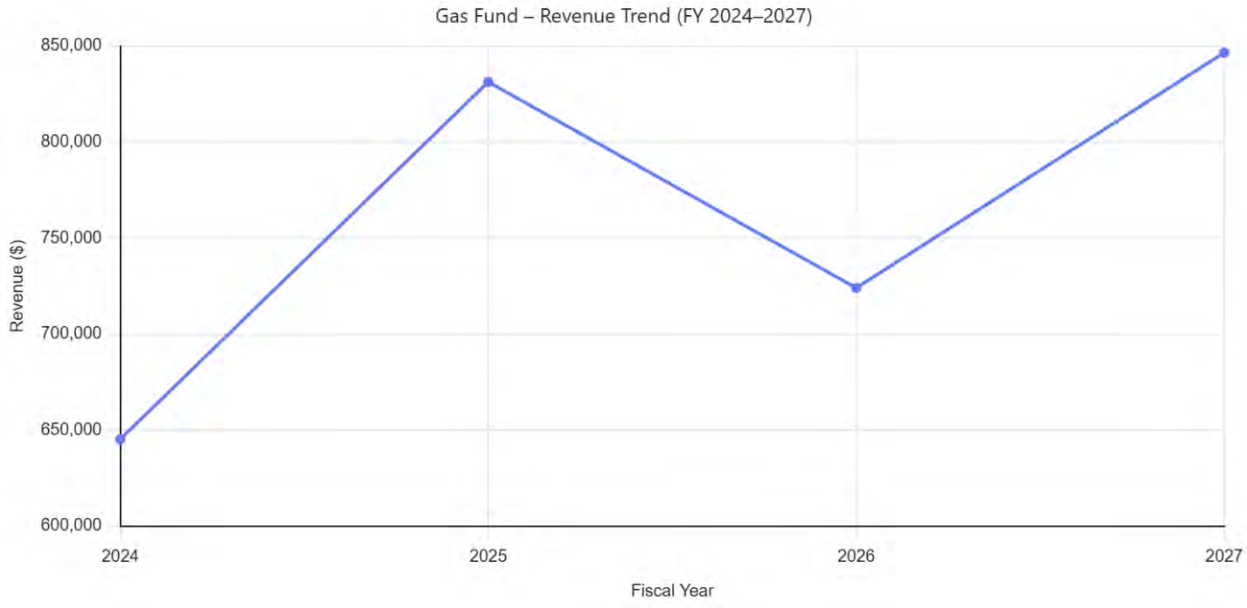
Key improvements coming from grant funding:

- Rebuild **five regulator stations** (Crescent City, Lake Como, Pomona Park, Welaka, San Mateo)
- Replacement of:
    - 3” / 2.5” steel mains
    - X-Trub mains (PSC mandates removal)
    - 1.5” steel/PE mains (~15+ miles)
- Installation of modern odorization and cathodic protection systems
- Farm tap modernization
- Correct gating systems at FGT/CCNG station

Charts for the Gas Fund

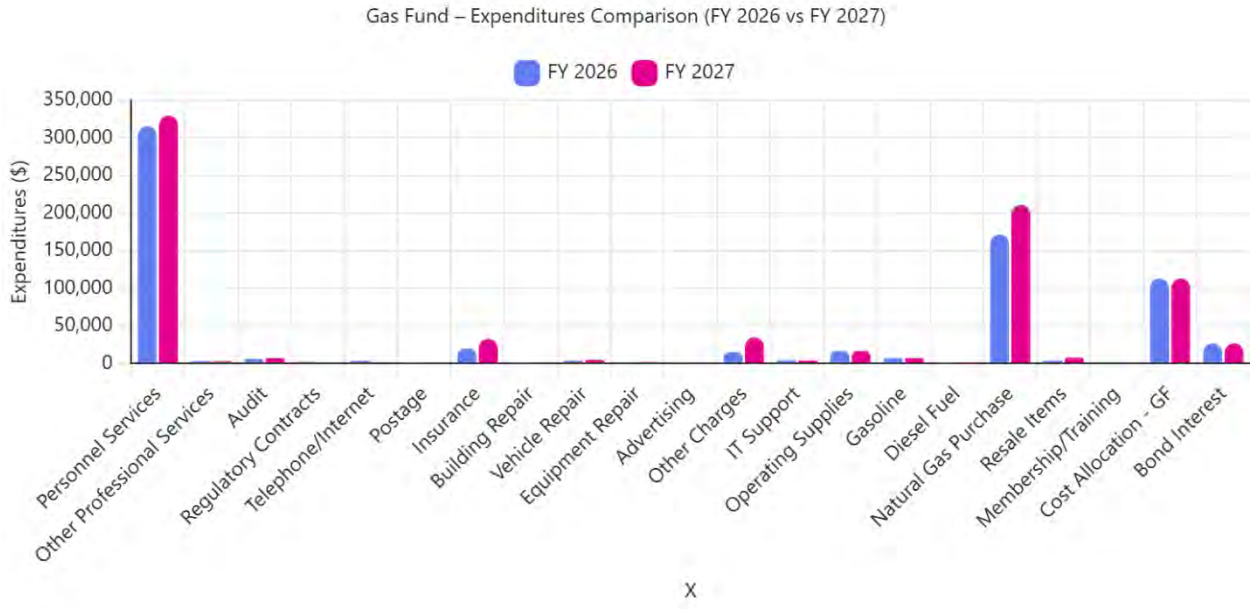
1. Gas Fund – Revenue Trend (FY 2024–2027)

This chart shows how core gas revenues have grown steadily over time, with 2027 reflecting strong increases driven by higher residential/commercial usage and expanded customer base.



2. Gas Fund – Expenditures Comparison (FY 2026 vs FY 2027)

This chart highlights spending increases in insurance, natural gas purchases, personnel, vehicle/equipment repairs, and "Other Charges" (school reimbursement + consulting), while showing stability or reductions in other operational areas.



VI. Summary

The FY 2026–27 Gas Fund budget reflects a period of **major modernization** supported by significant **federal grant funding**, predictable rate-driven revenue growth, and modest operational cost increases due to aging infrastructure and increased fuel/material costs.

The Gas Fund is financially stable and well-positioned to:

- Improve safety, Prepare for major future capital expansions (e.g., Hwy 17 widening)
- Enhance system reliability
- Meet regulatory expectations
- Support planned growth, Reduce long-term risk exposure

Solid Waste Fund

I. Overview

The Solid Waste Fund provides garbage collection services for Crescent City residential customers through a contracted provider. The fund operates as a pass-through utility with revenues and expenses tightly aligned to customer counts and contract rates.

For FY **2026–2027**, both solid waste revenues and expenses increase modestly by approximately **2–3%**, reflecting contractual rate adjustments and stable administrative recoveries. The Solid Waste Fund remains financially balanced with **no deficit** projected.

All solid waste service fees were moved out of the Water Department into the standalone Solid Waste fund beginning in FY 2025–2026, improving transparency and aligning cost accounting with best practice.

II. Revenue Summary

1. Charges for Services – Solid Waste Fees

- **FY 2027: $184,023**
- **FY 2026: $179,814**
- **Increase: + $4,209 (2%)**

Solid Waste Fees are calculated based on:

- **575 residential customers**
- **Monthly rate:** $24.67 (contract rate)
- **City administrative fee:** $2.00
- **Total monthly charge per customer: $26.67**

- **Annual revenue formula:**
  575 customers × $26.67 × 12 months = $184,023

Note:

- The City **did not increase its administrative fee**.
- Customer base remains stable at 575 customers.

Total Charges for Services:

$184,023 (2% increase)

There are no additional revenue categories; Solid Waste operates on a single revenue stream.

III. Expenditure Summary

A. Operational Expenses

1. Garbage Contract

- **FY 2027: $170,223**
- **FY 2026: $166,000**
- **Increase: + $4,223 (3%)**

This reflects:

- Contracted rate increases provided via letter received June 15, 2026.
- Base contractual calculation matches revenue formula:
  575 × $24.67 × 12 months = $170,223

The contract escalator matches industry trends for waste collection.

---

2. Garbage Administrative Fee (Indirect Cost Allocation)

- **FY 2027: $13,800**

- **FY 2026: $13,814**
- **Change: – $14 (0%)**

This is the administrative cost reimbursed to the General Fund for handling utility billing, customer service, and accounting.

Calculation provided for verification:

- City Admin Fee = $2.00
- 575 customers × $2.00 × 12 = **$13,800**

This aligns precisely with the adopted budget.

Total Operational Expenses

- **FY 2027: $184,023**
- Matches revenue exactly.

IV. Change in Net Position

FY 2027: $0 (balanced)

This continues a trend from FY 2025–26, where the fund remained stable.

In FY 2023–2024, the Solid Waste Fund carried small deficits:

- FY 2023: –$8,564
- FY 2024: –$4,575
  But the shift to a standalone fund in FY 2025 corrected structural imbalances.

V. Strategic Notes & Observations

1. Rates are stable and predictable

- Residential rate negotiated through contract is unchanged.

- City administrative fee remains at $2.00, sustaining General Fund cost recovery without burdening customers.

2. Customer base has remained level

- 575 customers produce stable monthly billed revenue.
- No major growth or decline anticipated in FY 2027.

3. Contract escalation is normal

- Waste providers increased service rates by 3%.
- Fuel, landfill fees, and regulatory costs continue to influence solid waste contract pricing.

4. Fund is structurally balanced

- Revenues = Expenses
- No reliance on reserves or transfers.
- Ideal for a pass-through enterprise fund.

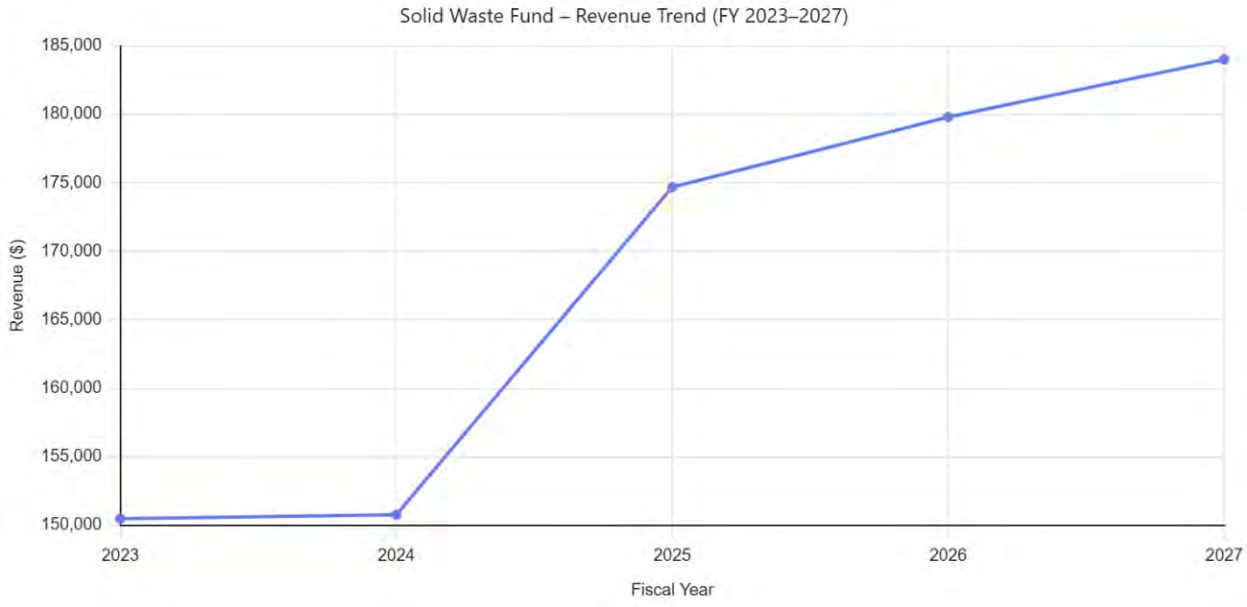
5. Administrative fee calculation verified

- $1151.57 monthly (per Jocelyn's method):
    - 575 customers × $2 administrative fee = $1,150
    - Rounding explains slight variation.

Charts for the Solid Waste Fund

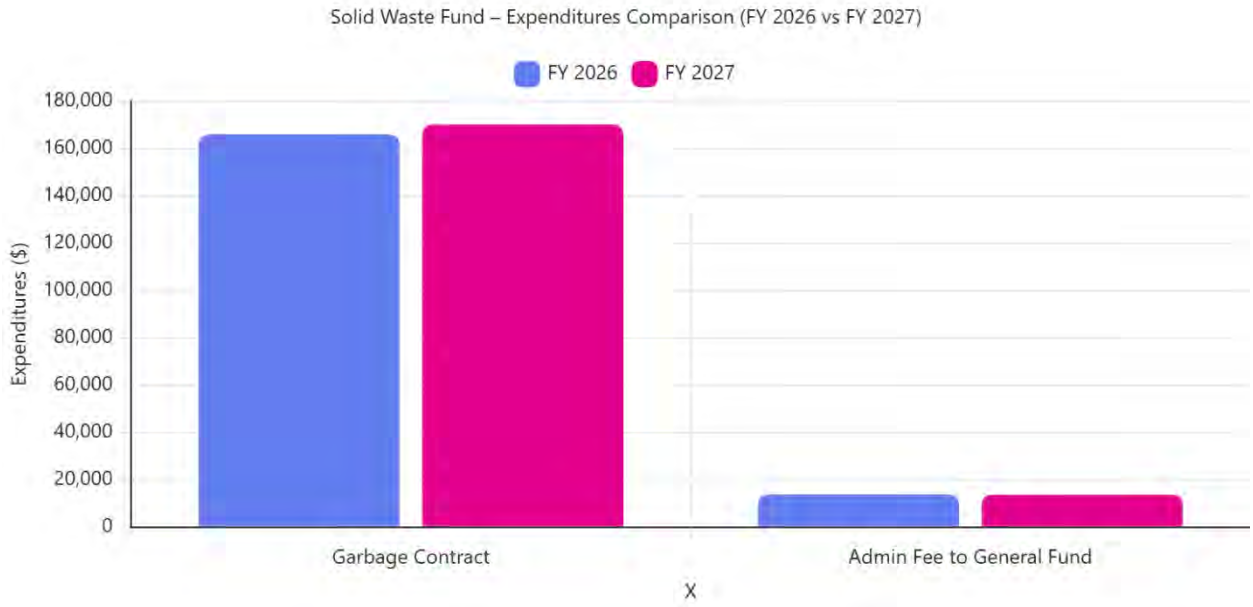
1. Solid Waste Fund – Revenue Trend (FY 2023–2027)

This chart shows the slow, steady growth in solid waste revenue due to incremental increases in contract rates and a stable customer base (575 accounts).



2. Solid Waste Fund – Expenditures Comparison (FY 2026 vs FY 2027)

This chart highlights how operational expenses closely track revenues, with slight increases in the garbage collection contract and neutral movement in the administrative fee.



VI. Summary

The Solid Waste Fund for FY 2026–27 demonstrates:

- **Financial stability**
- **Accurate cost recovery**
- **Reliable contracted service delivery**
- **Low administrative overhead**
- **Minimal rate or cost volatility**

With solid waste fees matching operating expenses, the fund exemplifies efficient municipal utility management and maintains a **zero-deficit balanced budget**.

Water Fund

I. Overview

The Water Fund is a major enterprise operation responsible for potable water production, distribution, treatment, storage, water main maintenance, plant operations, regulatory testing, and customer services. The FY **2026–2027** budget reflects a return to **normal revenue levels**, following the completion of several one-time grants that temporarily amplified prior-year totals.

Although grant activity declines dramatically in FY 2027 (–91%), the Water Fund's **core operating revenue increases by 5%**, driven by rate adjustments and steady customer demand. Personnel costs rise modestly due to staffing allocations and overtime impacts from operational disruptions. Operational expenses increase where plant inspections, chlorine costs, and gas consumption have grown.

Overall, the Water Fund remains financially stable with a **balanced FY 2027 net position**.

II. Revenue Summary

A. Charges for Services

Water Sales

- **FY 2027: $488,421**
- **FY 2026: $465,163**
- **Increase: + $23,258 (5%)**

This growth directly reflects the **5% rate increase** applied across the system.
Formula aligns with your calculation:
$465,163 × 5% = $23,258

Service Charges

- Steady at **$10,500**
  Includes:
- $50 admin fee for new accounts
- $15 fee for water turn-on/turn-off requests
  These are flat due to stable customer turnover.

Cut-in Charge

- Remains at **$3,000**
  Used for new meter installations and varies by size.

10% Water Sales Utility Tax

Previously a pass-through to the General Fund—budgeted in 2025 but removed for FY 2026–27.

Total Charges for Services

- **FY 2027: $501,971 (↑ 5%)**

A stable customer base and predictable usage continue to drive core revenues.

B. Other Revenue

Non-recurring or irregular revenue categories:

- **Sale of Surplus Equipment:** $10,000 (new for FY 2027)
- **Water Deposits:** $50

All other categories (credit card fees, miscellaneous income, transfers) are zero in FY 27.

Total Other Revenue

- **FY 2027: $27,000**

C. Grants (Non-Recurring – Excluded from Operating Analysis)

Grant activity in FY 2027 **drops sharply**, from **$1,285,000** in FY 2026 to **$112,000**.

Major FY 2026 Projects Completed or Near Completion

- **North Main CDBG:** $585,000
- **Lake Argenta & North Tower Improvements:** $700,000

These major capital projects will be completed around **October 2026**, significantly reducing grant revenue needs in FY 2027.

FY 2027 Grant Activity

- **City Lake Street & South Tower Water Main Improvements (Design): $112,000**

Total Grants FY 2027:

$112,000 (–91%)

D. Total Revenues and Grants

- **FY 2027: $640,971**
- **FY 2026: $1,763,713**
- **Decrease: –$1,122,742 (–64%)**

This large decrease is expected due to the conclusion of major grant-funded projects; operating revenues continue to rise steadily.

III. Expenditure Summary

A. Personnel Services

Total FY 2027: $177,375 (↑ $8,289 / +5%)

Staff allocations include:

- **1/3 Director (Keith Harris)**
- **1/2 Supervisor (Matt McNamara — remaining 1/2 in Streets)**

- **100% Water Plant Operator (Jason Brammeier)**
- 1 additional employee supporting plant and line operations

Key Drivers:

- **5% salary increases**
- **Overtime up 20%** due to tank malfunction & manual plant management
- **Higher FICA (+30%)** due to elimination of the Medicare line
- **Pension +5%** linked to salary increases
- **Health Insurance constant** at **$35,500**

Personnel costs remain proportional to operational needs and reflect improved staffing stability.

B. Operational Expenses

Total FY 2027: $351,596 (↑ $42,118 / +14%)

Operational costs show a combination of inflationary increases, chemical cost increases, and adjustments to align budgeting with actual 2025–26 expenditures.

Major Categories:

1. Water Testing & Professional Services

- **$7,000 (flat)**
  Includes additional tests required for new schools and tie-ins.

2. Audit

- **$7,056 (+41%)**

3. Telephone & Internet

Flat at **$8,400**; likely to decrease after new quotes are received.

4. Utility (Electric)

Flat at **$25,000**

5. Insurance

- **$46,496 (+15%)**
  Reflects updated renewal allocations.

6. Equipment Repair & Maintenance

- **FY 2027: $34,970 (+17%)**
  Quarterly inspections:
- Water Plant
- South Water Tower
  Annual inspection:
- Walnut Street Water Tank

Additional lift station-type costs are emerging due to aging infrastructure.

7. Fire Hydrant Repair & Maintenance

- **$17,000 (new)**
  Funded by ARPA. Four remaining hydrants scheduled for replacement before **12/31/2026**.

8. Operating Supplies

- **$60,000 (+20%)**
  Driven by chlorine and material costs.

9. Fuel

- **Gas: $6,000 (+82%)**
  More trips due to new lines, repairs, testing.
- **Diesel: $400 (flat)**

10. Cost Allocation – General Fund

Remains steady at **$132,800**

11. IT Support

Decreases to **$2,024 (–28%)** as licensing is removed.

C. Grant Expenditures

- **FY 2027 Grants: $112,000**
  All other grant-funded projects from FY 2025–26 have concluded.

IV. Total Expenditures

FY 2027: $640,971

FY 2026: $1,763,564

Decrease: –$1,122,593 (–64%)

Like the revenue side, the large decrease is due to the completion of major grant-funded capital improvements.

V. Change in Net Position

FY 2027: $0 (balanced)

FY 2026 ended with just **$149** in net surplus.
FY 2023–24 had much higher positive net positions due to heavy grant injections.

FY 2027 returns the Water Fund to **normal operating balance**, with major capital work completed.

VI. Strategic Observations

1. Core Utility Revenue Strong & Growing

The 5% rate increase ensures long-term sustainability and covers inflationary pressures.

2. Grant Cycle Completed

Multiple water main projects (North Main, South Main, Prospect, Lake Argenta, South Tower) are completed or finishing in 2026. FY 2027 capital activity is minimal.

3. Rising Operational Costs

- Chlorine and materials
- Gas and transportation
- Insurance
- Tower inspections
  These reflect industry-wide cost trends.

4. Infrastructure Aging

Increasing maintenance for:

- Tanks
- Towers
- Water plant equipment
  Signals likely future capital spending cycles.

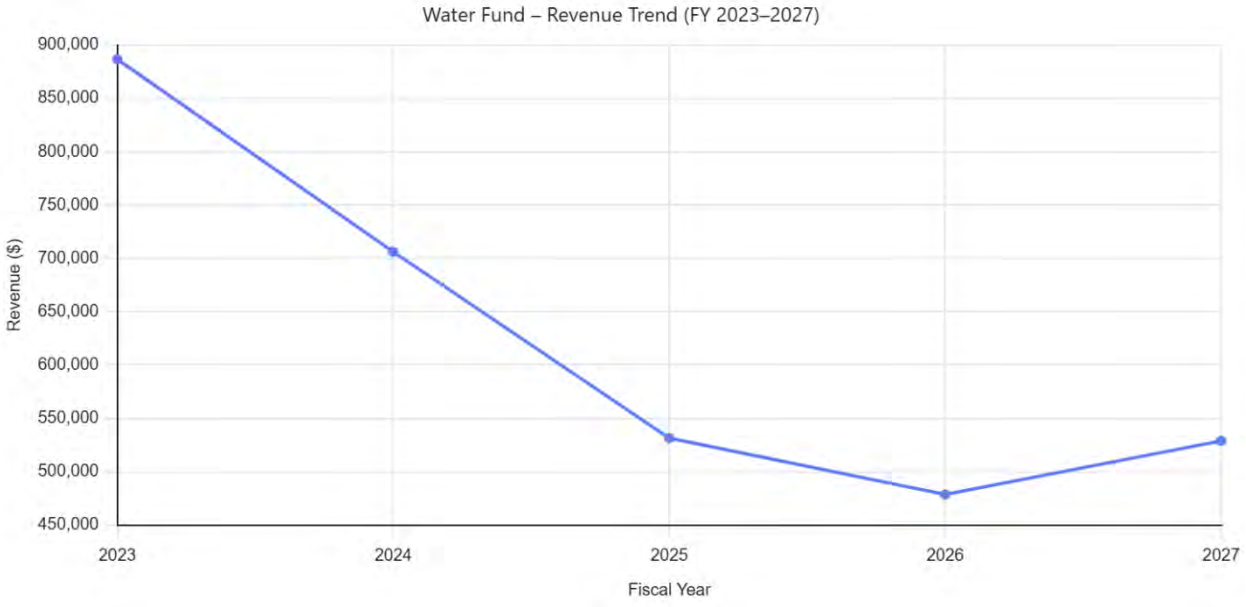
5. Fund is Structurally Balanced

No deficits, no fund transfers needed.

Water Fund charts

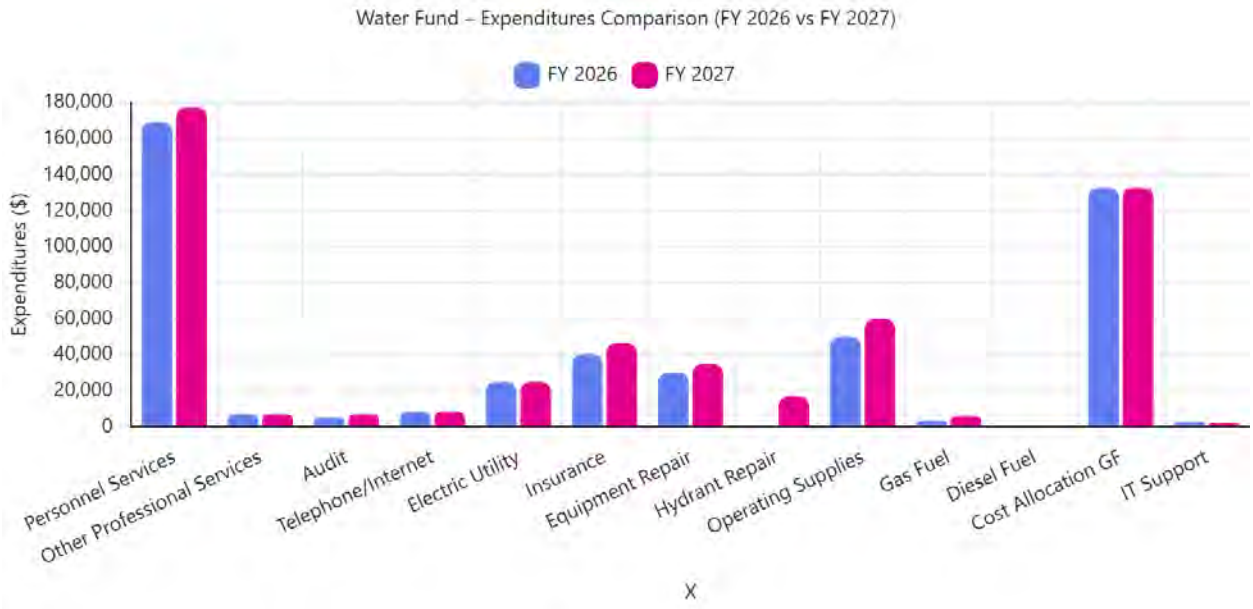
1. Water Fund – Revenue Trend (FY 2023–2027)

This chart shows how water revenues cycle down after major grant-funded years and rise again in FY 2027 due to the 5% rate increase and stable service fee revenues.



2. Water Fund – Expenditures Comparison (FY 2026 vs FY 2027)

This chart highlights notable changes such as increases in personnel services, operating supplies, hydrant repair, insurance, gas usage, and equipment repair.



VII. Summary

The FY 2026–27 Water Fund demonstrates solid financial performance with structurally stable revenues, controlled operating costs, and the conclusion of major state and federal capital grants. The utility is positioned for normal operations following an intense multi-year infrastructure improvement cycle.

The rate increase provides revenue stability, while operational adjustments reflect prudent management. The Water Fund remains in strong financial condition with a balanced net position and adequate resources for regulatory compliance and system maintenance.

Five-Year Capital Improvement Plan (CIP)
FY 2026–2030

The City of Crescent City's Five-Year Capital Improvement Plan (CIP) for FY **2026–2030** outlines a comprehensive and forward-looking strategy for rebuilding critical infrastructure, modernizing utilities, enhancing parks and public facilities, improving public safety, and reinvesting in redevelopment districts. The plan totals **$33,805,482** over five fiscal years and leverages a combination of:

- **General Fund capital**
- **Better Place Plan (BPP) / Half-Cent Sales Tax financing**
- **CRA District capital funds**
- **Gas Fund capital and federal PHMSA funding**
- **Water Fund capital (CDBG, State Appropriations)**
- **Wastewater/Sewer Fund capital (CDBG, State Appropriations, Debt service)**
- **Grant Revenues (multiple state/federal sources)**

The CIP focuses heavily on aging water, wastewater, and natural gas infrastructure, critical public safety investments, and significant improvements to parks, recreation facilities, and public spaces. The plan balances **operational level-of-service needs (A, H, I, L)** with **grant-leveraged system expansion (J, K)** to maximize fiscal sustainability.

****I. General Fund Capital Improvements**

Total Five-Year Investment: $4,700,000**

General Fund capital priorities focus primarily on **transportation**, **fire protection**, **administration**, and **historic preservation**.

1. Transportation – Street Paving

- Annual investment of **$150,000** for paving dirt roads (FY 27–30)
- Supports long-term mobility and roadway quality
- Total: **$600,000**

2. Fire Department

- **Replacement fire truck** (reserve-funded): $400,000 over four years
- **New Fire Station Appropriation** (State funded): **$3,000,000** in FY 26/27
- Ensures modern public safety capacity as population grows

3. City Administration

- **Parking Lot Reconstruction (RBDG grant):** $300,000
- **Historic District National Register Nomination Update:** $50,000

Total General Fund Capital

FY 26/27 includes a large one-time investment of **$3.35M**, then stabilizes annually at $325k.

****II. Better Place Plan (BPP) – Half-Cent Sales Tax Program**

Total Five-Year Investment: $1,325,000**

The Better Place Plan provides capital funding for parks, recreation facilities, signage, stormwater improvements, and lift station resilience.

Major Projects

- Citywide camera system (asset security): $100,000
- Sunrise Park deck replacement (Trex): $35,000
- Stainless steel bathroom upgrades across all parks: $20,000
- Street sign upgrades & new 4-way stops: $25,000

- Stormwater upgrades for Lake Street: $75,000
- Generators for lift stations (multi-year): $300,000
- Tennis/Basketball resurfacing: $125,000
- Fletcher & Eva Lyon Park improvements: $60,000
- Adaptive/inclusive playground equipment (Dexter, Banks, Colbert, Harry Banks): $410,000
- Shade structures for all parks: $100,000

Impact

This plan modernizes Crescent City's park system, improves accessibility, supports sports recreation, enhances stormwater capacity, and strengthens utility resilience.

****III. Community Redevelopment Agency (CRA) Capital**

Total Five-Year Investment: $211,138**

CRA North

- Paving Grove Ave (North CRA): **$119,973**

CRA South

- Historic preservation: Old Jail, Water Wheel, Waterworks upgrades
    - Total: **$61,165**

CRA Central

- Directional drilling for new LED lighting conduit along Central Avenue
    - Total: **$30,000**

****IV. Natural Gas Capital Improvements**

Total Five-Year Investment: $9,208,444**

The Gas Fund is entering a historic modernization phase with major safety and reliability investments.

Major Projects

- **Regulator Stations Replacement (PHMSA Grant):**
  - FY 26/27: **$1,691,200**
- **Gas Line Upgrades (Future Grants):**
  - FY 27/28: **$7,300,000**
- **Debt Service for 1997 Gas Main:**
  - Annual payments through 2039
  - CIP allocation: **$217,244**

Impact

These improvements will replace aging steel gas mains, remove X-Trub pipe, install new regulators, improve cathodic protection, replace outdated farm taps, and bring the system into full federal compliance.

****V. Water Fund Capital Improvements**

Total Five-Year Investment: $7,400,500**

Water system capital investments continue the multi-year City effort to replace aging mains, expand flow capacity, and modernize the treatment plant.

Key Projects

- **CDBG 23:**
  - North Main St. Water Main Replacement & Lift Station upgrades
  - **$588,000**
- **Lake Street Water Main Improvements (Phases 1 & 2):**
  - FY 27–28: **$1,612,500**

- FY 30/31: **$1,500,000**

- **Lake Argenta Water Main Improvements:**
  - **$250,000**
- **Main Street Water Main Improvements (Ph 3):**
  - **$450,000**
- **Water Plant Upgrades:**
  - FY 2030/31: **$3,000,000** (major modernization)

Impact

This CIP significantly improves water quality, flow reliability, fire suppression capacity, and regulatory compliance across the entire city.

****VI. Wastewater (Sewer) Fund Capital Improvements**

Total Five-Year Investment: $10,960,400**

The Wastewater Fund continues major reinvestment phases to modernize treatment operations and collection systems.

Key Projects

- **Septic-to-Sewer Conversion (Cherry Street) – Design:**
  - **$400,000**
- **CDBG Wastewater Project:**
  - **$4,000**
- **Wastewater Plant Modernization:**
  - FY 26/27: Design $50,000
  - FY 28/29: $5,000,000
  - FY 29/30: $4,500,000

- Total: **$9,550,000**

- **Bond Debt Service (Plant Expansion):**
  - **$606,400**
- **Collection System SSES Plan:**
  - Multi-year $200,000
- **Lift Station Maintenance:**
  - Multi-year $200,000

Impact

These upgrades create a modernized wastewater system prepared for future capacity, helping Crescent City maintain compliance with state and federal environmental regulations.

VII. Total Citywide Capital Investment

Total FY 2026–2030 CIP:

$33,805,482

By Category

- **General Fund:** $4.7M
- **Better Place Plan:** $1.325M
- **CRA Districts:** $211K
- **Natural Gas:** $9.2M
- **Water Fund:** $7.4M
- **Wastewater:** $11M

This plan represents one of the largest capital investment periods in Crescent City history, leveraging federal/state grants, enterprise revenue, CRA tax increments, and local option taxes.

VIII. Strategic Advantages of the CIP

1. Proactive Infrastructure Renewal

Addresses critical aging systems in:

- Water
- Wastewater
- Natural Gas
- Stormwater
- Streets and traffic control

2. Grant Maximization

The City is leveraging more than **$15 million** in federal/state awards for:

- Water mains
- Sewer plant modernization
- Gas system modernization
- CRA redevelopment
- Fire station construction
- Parks development

3. Strong Focus on Public Safety

Investments include:

- Fire apparatus
- Fire station
- Water capacity expansion
- Wastewater plant modernization

- Natural gas regulator station replacements
- Lift station generators
- Park safety upgrades (lighting, bathrooms, cameras)

4. Community Experience Improvements

- ADA and inclusive playgrounds
- New sport courts
- Shade structures
- Park irrigation & lighting
- Sunrise Park deck replacement
- Signage and beautification expansions
- CRA historic restoration projects

5. Long-Term Financial Stability

By using grant funding, local option sales taxes, and disciplined enterprise fund management, the plan minimizes General Fund burden while delivering maximum benefit.

Charts for the City of Crescent City Five-Year Capital Improvement Plan (CIP)

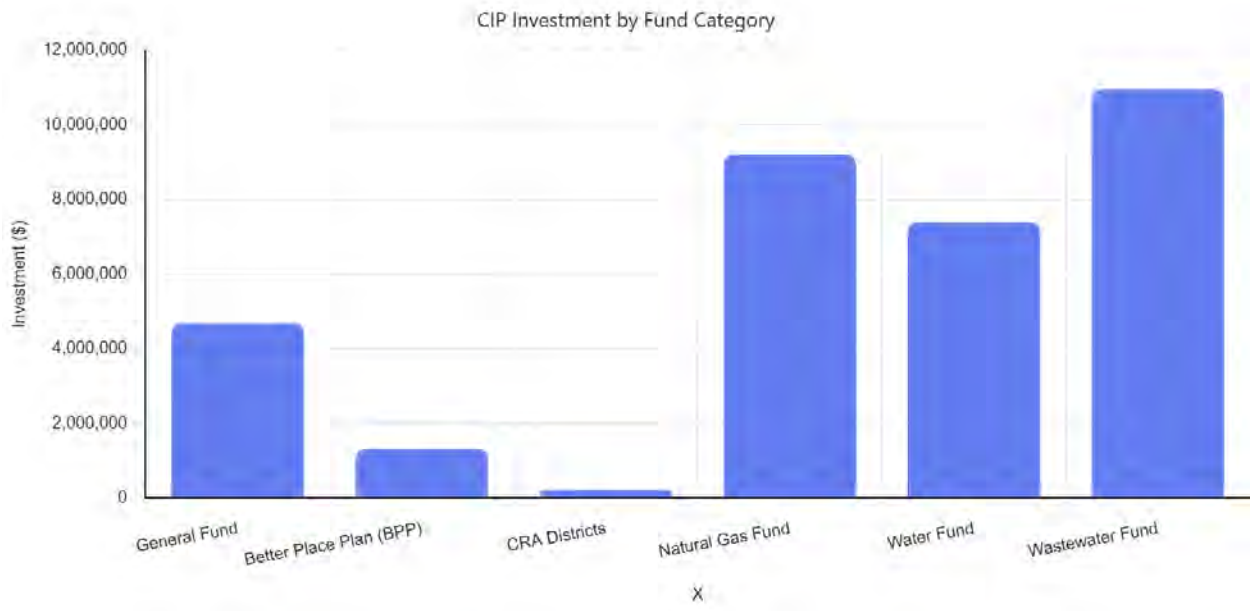
1. CIP Total Investment by Fiscal Year (2026–2031)

This visual highlights major multi-year capital peaks driven by large Water, Sewer, and Natural Gas grant-funded infrastructure projects.



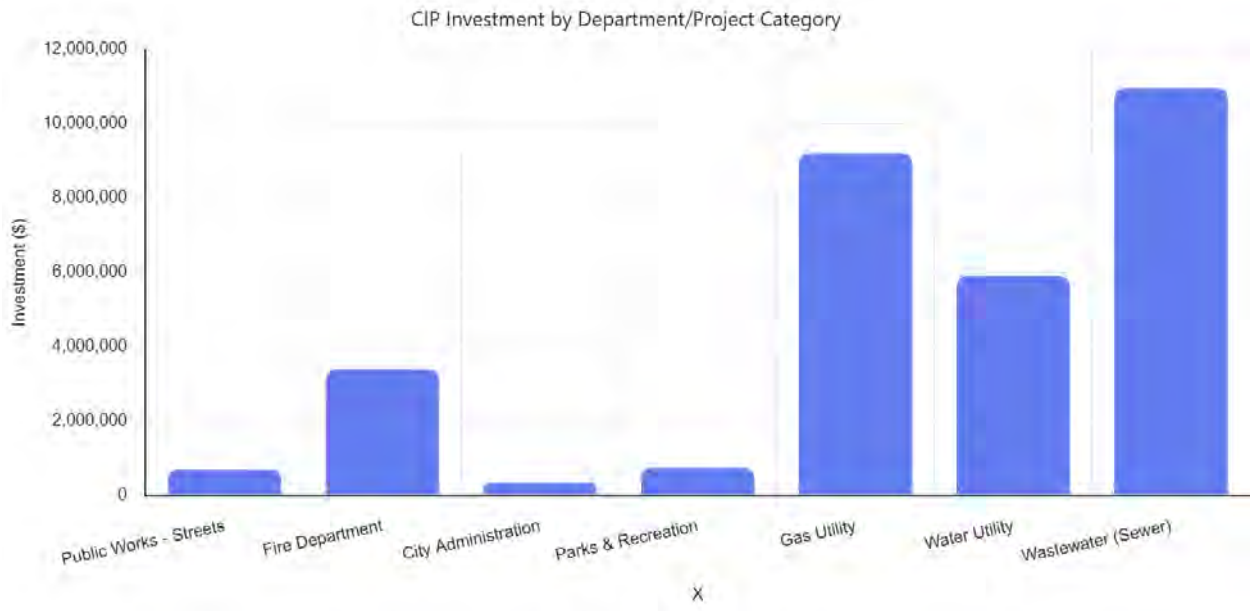
2. CIP Investment by Fund Category

This chart shows how major capital investment is distributed across major funds, with Wastewater, Natural Gas, and Water dominating the five-year plan.



3. CIP Investment by Department / Project Category

This graphic provides a departmental view of CIP investment, showing precisely how capital funds are allocated across Streets, Fire, Parks, Gas, Water, and Sewer systems.



IX. Conclusion

The Crescent City Five-Year Capital Improvement Plan (2026–2030) positions the community for **modernized utility infrastructure**, enhanced public safety, vibrant parks and public spaces, and revitalized redevelopment districts.

This CIP is forward-thinking, financially responsible, grant-leveraged, and strategically aligned with Crescent City's long-term operational and community goals.

It represents a transformative investment period, securing the city's infrastructure for decades ahead.

2026-27 General Fund
Millage Rate 8.7164

											$1,191,847
			2026-2027 Annual Budget								
			General Fund					Current Rate	Dollar	Percent	
					Adopted	Amended	YTD August	8.7164	Increase	Increase	
			Audited	Un-Audited	Budget	Budget	Actual	Budgeted	(Decrease)	(Decrease)	Comments
			2024	2025	2026	2026	2026	2027	2027	2027	
Line		Revenues									
No	Account #	Taxes									
1	001-311-0100-00	Current Ad Valorem Tax	$994,311	$1,015,023	$1,044,470	$1,044,470	$1,081,486	$1,209,187	$164,717	16%	Based on 8.7164 Provided by the county property appraiser
2	001-311-0200-00	Delinquent Ad Valorem Tax	$4,755	$3,229	$5,000	$5,000	$8,468	$5,000	$0	0%	Provided
3	001-312-0100-00	Local Option 6 Cent Gas Tax	$48,993	$52,320	$49,000	$49,000	$43,037	$49,000	$0	0%	State Estimate (Website)
4	001-312-0110-00	New Local Options 1-5 cent Gas Tax	$32,855	$35,134	$33,000	$33,000	$29,377	$33,000	$0	0%	State Estimate (Website)
5	001-314-0100-00	Electric Utility Tax	$177,374	$183,353	$178,000	$178,000	$153,299	$178,000	$0	0%	FPL Charged Fee - Currently under Review
6	001-314-0200-00	Communication Service Tax	$66,205	$66,230	$66,500	$66,500	$52,921	$66,338	($162)	0%	State Estimate - Cellular and Land…Updated by state 8/24/26
7	001-314-0205-00	Water Utility Tax	$35,290	$45,132	$46,516	$46,516	$31,819	$48,842	$2,326	5%	pass through coming from Water fund. Removed from waterfund
8	001-314-0300-00	Gas Utility Tax	$19,999	$22,837	$20,000	$20,000	$19,165	$20,000	$0	0%	
9	001-314-0600-00	Propane Utility Tax	$4,448	$5,338	$4,500	$4,500	$3,567	$4,500	$0	0%	
10	001-321-0100-00	Business Tax	$10,751	$13,579	$12,000	$12,000	$6,432	$12,000	$0	0%	
11	001-339-0110-00	Payment in Lieu of Taxes (County)	$0	$5,000	$5,000	$5,000	$5,000	$5,000	$0	0%	County/Nursing Home Property
12		Total Taxes	$1,394,981	$1,447,177	$1,463,986	$1,463,986	$1,434,573	$1,630,867	$166,881	11%	
			2026-2027 Annual Budget								
			General Fund						Dollar	Percent	
					Adopted	Amended	YTD August	8.7164	Increase	Increase	
			Audited	Un-Audited	Budget	Budget	Actual	Budgeted	(Decrease)	(Decrease)	Comments
			2024	2025	2026	2026	2026	2027	2027	2027	
Line		Revenues									
No		Licenses and Permits									
13	001-321-0101-55	Zoning Permits	$21,688	$3,860	$5,800	$5,800	$0	$5,800	$0	0%	Used 2026 Budget
14	001-341-0910-00	Zoning Fees	$0	$6,400	$3,000	$3,000	$1,700	$3,000	$0	0%	Used 2026 Budget
15	001-335-0220-00	Mobile Home Licenses	$2,433	$2,445	$2,900	$2,900	$1,820	$2,000	($900)	-31%	
16	001-335-0250-00	Alcoholic Beverage License	$2,603	$2,690	$2,600	$2,600	$7,645	$5,000	$2,400	92%	
17		Total Licenses and Permits	$26,724	$15,395	$14,300	$14,300	$11,165	$15,800	$1,500	10%	

2026-27 General Fund
Millage Rate 8.7164

			2026-2027 Annual Budget								
			General Fund						Dollar	Percent	
					Adopted	Amended	YTD August	8.7164	Increase	Increase	
Line			Audited	Un-Audited	Budget	Budget	Actual	Budgeted	(Decrease)	(Decrease)	Comments
No			2024	2025	2026	2026	2026	2027	2027	2027	
		Revenues									
		Intergovernmental									
18	001-313-0050-00	Electric Franchise	$131,587	$137,376	$132,000	$132,000	$125,948	**$132,000**	**$0**	0%	FPL Charged Fee (Based on Previous Data)
19	001-313-0150-00	Garbage Franchise	$22,968	$31,705	$25,000	$25,000	$23,607	**$25,000**	**$0**	0%	Waste Pro Charged Fee
20	001-369-0400-00	FDOT Greenspace Agreement	$17,396	$8,709	$17,396	$17,396	$17,396	**$17,396**	**$0**	0%	
21	001-369-0315-00	Putnam County Landscape Agreement	$872	$0	$3,500	$3,500	$872	**$3,488**	**($12)**	0%	Currently updated (Bertie updating) $872 QRTLY (Actual Amount Paid
22	001-335-0050-00	State Revenue Sharing	$75,106	$70,882	$73,191	$73,191	$58,125	**$75,528**	**$2,337**	3%	State Estimate Updated 8/21/2026
23	001-335-0300-00	State of Fl Half cent Sales Tax	$92,407	$95,868	$96,280	$96,280	$79,248	**$96,150**	**($130)**	0%	State Estimate Updated 8/21/2026
24	001-369-0305-00	FDOT Traffic Signal Maint. Agreement	$652	$0	$7,174	$7,174	$9,757	**$7,386**	**$212**	3%	Updated based on 2026 Maint&Operations FDOT Exhibit A (Billing up to Date took in more for 2026 from previous non billing
25	001-369-0310-00	FDOT Street Light Maintenance	$30,174	$0	$47,661	$47,661	$47,661	**$49,091**	**$1,430**	3%	Contract #ASO59
26	001-335-0810-00	Gasoline Tax Rebate - State	$0	$0	$2,000	$2,000	$0	**$2,000**	**$0**	0%	Used 2025 Budget Amount (State rebate system)
27		**Total Intergovernmental**	**$371,161**	**$344,540**	**$404,202**	**$404,202**	**$362,612**	**$408,039**	**$3,837**	**1%**	

2026-27 General Fund
Millage Rate 8.7164

			2026-2027 Annual Budget								
			General Fund							Dollar	Percent	
					Adopted	Amended	YTD August	**8.7164**	Increase	Increase	
			Audited	Un-Audited	Budget	Budget	Actual	**Budgeted**	(Decrease)	(Decrease)	Comments
			2024	2025	2026	2026	2026	**2027**	2027	2027	
Line		**Revenues**									
No		**Charges for Services**									
28	001-362-0100-00	Rent - Putnam County	$26,152	$26,498	$27,028	$27,028	$6,624	**$27,564**	$536	2%	$2252.32 per month (=2208.16*12*2%+26497.92)=27027.87 (New Cost included 2% Increase (Cost estimated does not inc. 2% increase, based on 2026 Lease renewal)
29	001-362-0200-00	Rent - 117 N. Summit (Sheriff's Office)	$6,600	$1,200	$0	$0	$0	**$0**	$0	0%	
30	001-365-0100-00	Sale of Surplus Equipment	$260	$0	$3,500	$3,500	$8,000	**$3,500**	$0	0%	Keith needs to update
31	001-343-0200-00	Administration Fees- Gas	$35,075	$113,100	$113,100	$113,100	$56,550	**$113,100**	$0	0%	Used 2026 Budget Amount (Need Rationale) Formula
32	001-343-0300-00	Administration Fees- Water	$43,811	$132,800	$132,800	$132,800	$66,400	**$132,800**	$0	0%	Used 2026 Budget Amount (Need Rationale) Formula
33	001-343-0500-00	Administration Fees- Wastewater	$72,500	$145,000	$145,000	$145,000	$72,500	**$145,000**	$0	0%	Used 2026 Budget Amount (Need Rationale) Formula
34	001-343-0400-00	Administration Fees- Solid Waste	$20,600	$8,050	$13,814	$13,814	$0	**$13,800**	($14)	0%	Used 2026 Budget Amount (Need Rationale) Formula
35	001-343-0450-00	Administration Fees - CRA	$27,950	$28,000	$28,000	$28,000	$14,000	**$28,000**	$0	0%	Used 2026 Budget Amount (Need Rationale) Formula
36		**Total Charges for Services**	**$232,948**	**$454,648**	**$463,242**	**$463,242**	**$224,074**	**$463,764**	**$522**	**0%**	

2026-27 General Fund
Millage Rate 8.7164

			2026-2027 Annual Budget								
			General Fund						**Dollar**	Percent	
					Adopted	Amended	YTD August	**8.7164**	**Increase**	Increase	
			Audited	Un-Audited	Budget	Budget	Actual	**Budgeted**	**(Decrease)**	(Decrease)	Comments
			2024	2025	2026	2026	2026	**2027**	**2027**	2027	
Line		**Revenues**									
No		**Fines and Forfeitures**									
37	001-321-0101-00	Code Enforcement	$7,506	$4,355	$30,500	$30,500	$30,356	**$5,000**	**($25,500)**	-83.61%	Used 2026 Projected Amount of $5500 + Lein reduction admin fee 25k Dunkin (Allocation needs to take place for an amended budget on Funds from 2025/26 rec.)
38	001-347-0200-00	Parks and Recreation User Fees	$0	$500	$500	$500	$360	**$500**	**$0**	0%	Used 2026 Projected Amount
39	001-351-0100-00	Court Fines	$1,842	$576	$600	$600	$961	**$600**	**$0**	0%	Used 2026 Projected Amount
40		**Total Fines and Forfeitures**	**$9,348**	**$5,431**	**$31,600**	**$31,600**	**$31,676**	**$6,100**	**($25,500)**	**-81%**	
41	001-361-0100-00	Interest Income	$0	$5,000	$37,500	$37,500	$25,361	**$46,000**	**$8,500**	22.67%	$1m in Florida Prime earning 4.6%
42	001-311-0250-00	Qtly Investment Income Dist	$158	$1,184	$0	$0	$918	**$1,000**			Received from County
43		**Total Investment Income**	**$158**	**$6,184**	**$37,500**	**$37,500**	**$26,279**	**$47,000**	**$9,500**	**25%**	

2026-27 General Fund
Millage Rate 8.7164

			2026-2027 Annual Budget								
			General Fund						**Dollar**	Percent	
					Adopted	Amended	YTD August	**8.7164**	**Increase**	Increase	
			Audited	Un-Audited	Budget	Budget	Actual	**Budgeted**	**(Decrease)**	(Decrease)	Comments
			2024	2025	2026	2026	2026	**2027**	**2027**	2027	
Line		**Revenues**									
No		**Other**									
44	001-351-0400-00	Law Enforcement Education	$176	$78	$0	$0	$136	**$0**	**$0**	0%	
45	001-369-0300-00	Other Misc Revenues	$12,724	$84,625	$28,000	$28,000	73,784.11	**$28,000**	**$0**	0%	
46	001-321-0101-99	Admin Fee	$322	$0	$0	$0	$0	**$0**	**$0**	0%	
47	001-331-0370-00	ARPA Revenue GF	$0	$120,000	$0	$0	$0	**$0**			
48	001-341-0970-00	Cert Coping/Misc Rev	$70	$2	$0	$0	$11	**$0**	**$0**	0%	
49	001-366-0990-00	Donations-CC Cares	$360	$360	$0	$0	$285	**$0**	**$0**	0%	
50	001-382-0100-00	Misc Revenues	$992	$56	$0	$0	$0	**$0**	**$0**	0%	
51	001-341-0980-00	Misc. Rev (Gain or Loss FA)	$3	$0	$0	$0	$0	**$0**	**$0**	0%	
52	001-900-0000-00	Cancel Revenue	$934	$0	$0	$0	$0	**$0**	**$0**	0%	
		State Appropriation (New EMS/Fire Station)						**$3,000,000**			
53		Total Other	$15,580	$205,121	$28,000	$28,000	$74,216	**$3,028,000**	**$3,000,000**	10714%	
54		**Total Revenues**	**$2,050,900**	**$2,478,495**	**$2,442,830**	**$2,442,830**	**$2,164,597**	**$2,599,570**	**$156,740**	**6%**	
1		**Total Revenues Including Fire Department Appropriations**						**$5,599,570**	**$5,599,570**		

2026-27 General Fund
Millage Rate 8.7164

			2026-2027 Annual Budget								
			General Fund						Dollar	Percent	
					Adopted	Amended	YTD August	8.7164	Increase	Increase	
			Audited	Un-Audited	Budget	Budget	Actual	Budgeted	(Decrease)	(Decrease)	Comments
			2024	2025	2026	2026	2026	2027	2027	2027	
Line		Expenditures									
No	Account #	City Commission									
55	001-0011-511-1111-00	Salaries	$44,164	$44,164	$44,893	$44,893	$45,843	$25,200	($19,693)	-44%	Updated from ORD99-04 Salary @ 500/Mayor and 400/Commissioner
		Benefits						$53,520			Benefits per ORD99-04 Costs are $1115/Commissioner, Excludes Mayor-Recieves Healthcare Insurance
56	001-0011-511-1211-00	FICA Taxes	$3,379	$3,379	$3,434	$3,434	$3,476	$1,928	($1,506)	-44%	
57	001-0011-511-1221-00	Retirement for Former Commissioners	$4,800	$6,800	$7,200	$7,200	$6,000	$7,200	$0	0%	Retired Commissioner Pension Payments to Judy West, Joseph Froehlich and Harry Banks
58	001-0011-511-1231-00	Health & Life Insurance	$0	$0	$0	$0	$4,456	$13,800			1 Commissioner Participant (Mayor)
59	001-0011-511-3400-50	Conference Training - Mayor	$826	$0	$1,500	$1,500	$0	$2,000	$500	33%	
60	001-0011-511-3400-60	Conference Training - Commissioner 1	$2,121	$1,487	$1,500	$1,500	$325	$2,000	$500	33%	
61	001-0011-511-3400-70	Conference Training - Commissioner 2	$2,786	$1,824	$1,500	$1,500	$1,292	$2,000	$500	33%	
62	001-0011-511-3400-80	Conference Training - Commissioner 3	$1,527	$1,787	$1,500	$1,500	$542	$2,000	$500	33%	
63	001-0011-511-3400-90	Conference Training - Commissioner 4	$74	$1,401	$1,500	$1,500	$1,440	$2,000	$500	33%	
64	001-0011-511-3480-50	Advertising	$5,315	$876	$5,000	$5,000	$130	$5,000	$0	0%	Public Meeting Advertising
65	001-0011-511-3521-00	Misc. Operating Supplies	$0	$0	$0	$0	$0	$0	$0	0%	
66	001-0011-511-3500-00	Aid to Private Organizations	$1,000	$5,700	$3,000	$3,000	$2,200	$1,500	($1,500)	-50%	SPCSC, Pink out, CC Library
67	001-0011-511-3491-00	Other	$2,338	$1,327	$2,000	$2,000	$1,641	$2,000	$0	0%	1. Adobe Pro for Commissioners 2. FLM Annual Dues 3. Laptop cases 4. Copy paper
68		**Total City Commission**	**$68,330**	**$68,745**	**$73,027**	**$73,027**	**$67,345**	**$120,148**	**$47,121**	**65%**	

2026-27 General Fund
Millage Rate 8.7164

			2026-2027 Annual Budget								
			General Fund						Dollar	Percent	
					Adopted	Amended	YTD August	8.7164	Increase	Increase	
			Audited	Un-Audited	Budget	Budget	Actual	Budgeted	(Decrease)	(Decrease)	Comments
			2024	2025	2026	2026	2026	2027	2027	2027	
Line		**Expenditures**									
No		**City Manager**									
66	001-0012-512-1111-00	Excutive Salaries	$143,530	$121,526	$154,020	$154,020	$129,349	**$141,750**	**($12,270)**	-8%	Assistant City Manager allocated 50% to City Manager Dept. and 50% to CRA.
67	001-0012-512-1121-00	Staff Salaries	$3,577	$2,796	$53,289	$53,289	$0	**$54,600**	**$1,311**	2%	Clerk Base Salary 52K +5%
68	001-0012-512-1151-00	Christmas Bonus	$0	$0	$200	$200	$0	**$200**	**$0**	0%	
69	001-0012-512-1211-00	FICA	$7,307	$10,524	$12,887	$12,887	$8,143	**$15,021**	**$2,134**	17%	
70	001-0012-512-1211-50	Medicare	$1,709	$1,379	$3,014	$3,014	$1,904	**$0**	**($3,014)**	-100%	Moved to FICA Allocation
71	001-0012-512-1221-00	Pension	$16,754	$12,742	$20,785	$20,785	$8,170	**$16,690**	**($4,095)**	-20%	
72	001-0012-512-1231-00	Health & Life Insurance	$23,016	$6,825	$22,500	$22,500	$16,712	**$22,500**	**$0**	0%	
73	001-0012-512-1241-00	Worker Comp	($0)	$1,112	$371	$371	$1,688	**$1,078**	**$707**	191%	
74	001-0012-512-3314-00	Professional Services	$0	$53,102	$0	$0	$36,015	**$0**	**$0**	0%	1099 employee, No need to budget in FY27
75	001-0012-512-3401-00	Travel Per Diem	$2,952	$10,846	$3,000	$3,000	$1,961	**$3,000**	**$0**	0%	Amount expensed includes travel expenses associated with City Manager searches.
76	001-0012-512-3401-50	Conference and Training	$1,285	$925	$2,000	$2,000	$145	**$2,500**	**$500**	25%	FCCMA and ICMA (Manager and Assistant Manager)
77	001-0012-512-3410-00	Car Allowance	$3,000	$0	$3,600	$3,600	$900	**$3,600**	**$0**	0%	City Manager $300/Month
78	001-0012-512-3511-00	Supplies	$1,027	$2,829	$2,500	$2,500	$1,638	**$3,000**	**$500**	20%	Office Supplies (SUPPLIES)
79	001-0012-512-3521-00	Operating Supplies	$1,631	$2,242	$2,000	$2,000	$1,960	**$0**	**($2,000)**	-100%	Misc. cleaning supplies, coffee, water etc. (Moved to supplies)
80	001-0012-512-3541-00	Membership and Dues	$1,521	$1,377	$1,500	$1,500	$1,775	**$1,500**	**$0**	0%	FL League of Cities, Putnam Chamber of Commerce, FL Assoc. of Clerks, Intl. Inst. Municipal Clerks, Notary, FL City & County Management, Fl Trust for Historic Preservation
81	001-0012-512-3411-00	Telephone/Internet	$3,690	$4,697	$4,300	$4,300	$4,405	**$4,959**	**$659**	15%	
82	001-0012-512-3451-00	Auto/Property/General Insurance	$0	$0	$5,281	$5,281	$2,694	**$2,312**	**($2,969)**	-56%	
83	001-0012-512-3500-00	IT Support & License	$6,911	$8,736	$5,800	$5,800	$4,426	**$4,280**	**($1,520)**	-26%	Monthly contract cost share
84	001-0012-512-3501-00	IT Licenses	$0	$1,108	$850	$850	$983	**$0**	**($850)**	-100%	Adobe, Cisco and VPN annual license renewal. Added 25
85	001-0012-512-1160-00	Employee Incentives	$1,000	$600	$1,500	$1,500	$0	**$500**	**($1,000)**	-67%	
86		**Total City Manager**	**$218,910**	**$243,366**	**$299,397**	**$299,397**	**$222,868**	**$277,489**	**($21,908)**	**-7%**	

2026-27 General Fund
Millage Rate 8.7164

Line No	FTE's (3)	Expenditures	2026-2027 Annual Budget General Fund Audited 2024	Un-Audited 2025	Adopted Budget 2026	Amended Budget 2026	YTD August Actual 2026	8.7164 Budgeted 2027	Dollar Increase (Decrease) 2027	Percent Increase (Decrease) 2027	Comments
		Finance									
87	001-0013-513-1111-00	Excutive Salaries	$6,923	$71,889	$89,326	$89,326	$76,720	**$93,792**	**$4,466**	5%	5% SLIDING SCALE FOR PERFORMANCE Evals
88	001-0013-513-1121-00	Staff Salaries	$126,607	$94,710	$88,051	$88,051	$77,455	**$109,739**	**$21,688**	25%	Payroll and Accounts payable
89	001-0013-513-1141-00	Overtime	$319	$1,750	$500	$500	$1,838	**$1,000**	**$500**	100%	Shelia Walker working to complete A/P
90	001-0013-513-1151-00	Christmas Bonus	$0	$0	$300	$300	$0	**$300**	**$0**	0%	
91	001-0013-513-1160-00	Employee Incentives	$0	$0	$0	$0	$0	**$2,400**	**$2,400**	0%	
92	001-0013-513-1211-00	FICA	$10,421	$12,149	$10,997	$10,997	$11,333	**$15,570**	**$4,573**	42%	
93	001-0013-513-1211-50	Medicare	$0	$0	$2,572	$2,572	$0	**$0**	**($2,572)**	-100%	Moved to FICA Allocation
94	001-0013-513-1221-00	Retirement	$4,603	$10,807	$15,077	$15,077	$14,206	**$17,300**	**$2,223**	15%	
95	001-0013-513-1231-00	Health & Life Insurance	$27,804	$36,563	$30,000	$30,000	$23,766	**$30,000**	**$0**	0%	
96	001-0013-513-1241-00	Worker Comp	$611	$1,390	$1,113	$1,113	$587	**$1,078**	**($35)**	-3%	
97	001-0013-513-3311-00	Medical Fee D&A Testing	$0	$0	$0	$0	$75	**$0**			
98	001-0013-513-3401-00	Travel Per Diem	$648	$0	$2,000	$2,000	$148	**$1,025**	**($975)**	-49%	
99	001-0013-513-3410-00	Employee Incentive	$0	$0	$0	$0	$0	**$2,400**	**$2,400**	0%	
100	001-0013-513-3511-00	Supplies	$2,884	$2,143	$3,500	$3,500	$3,071	**$4,750**	**$1,250**	36%	Misc. Supplies, Paper etc.
101	001-0013-513-3500-00	IT Support & License	$8,873	$8,494	$8,000	$8,000	$6,520	**$4,280**	**($3,720)**	-46%	Monthly contract cost share (Check distribution among depts.)
102	001-0013-513-3501-00	IT Licenses	$677	$539	$500	$500	$191	**$0**	**($500)**	-100%	Adobe, Cisco and VPN annual license renewal. Need to add Acct. # in 2025
103	001-0013-513-3451-00	General Liability Insurance	$11,643	$7,856	$5,281	$5,281	$6,225	**$4,150**	**($1,131)**	-21%	
104	001-0013-513-3521-00	Operating Supplies	$1,965	$560	$2,000	$2,000	$1,419	**$0**	**($2,000)**	-100%	Moved to Supplies to combine
105	001-0013-513-3541-00	Membership and Dues	$4,759	$160	$1,400	$1,400	$0	**$1,000**	**($400)**	-29%	GFOA & FGFOA (Added 600)
106	001-0013-513-3321-00	Audit Fees	$33,290	$115,569	$10,400	$10,400	$11,338	**$7,056**	**($3,344)**	-32%	Auditing Firm (Cost is from Audit 23-24 (Anticipate drop in cost for FY26) May need to change Weighting. J. Klien fees
107	001-0013-513-3314-00	Professional Services	$2,116	$3,765	$2,000	$2,000	$4,580	**$2,000**	**$0**	0%	Peacock, 2027 plan will differ
108	001-0013-513-3411-00	Telephone/Internet	$4,140	$5,080	$4,500	$4,500	$3,868	**$4,959**	**$459**	10%	We have 1 more year in contract with Windstream
109	001-0013-513-3491-00	Other Charges	$478	$0	$0	$0	$0	**$0**	**$0**	0%	
110		**Total Finance**	**$248,762**	**$373,424**	**$277,517**	**$277,517**	**$243,340**	**$302,799**	**$25,282**	**9%**	

Footnote: One Director of Finance, One Accounts Payable Clerk, and One Payroll Clerk are within this department. The years prior to fiscal 2024 included the City Manager and his staff.

2026-27 General Fund
Millage Rate 8.7164

Line No			2026-2027 Annual Budget General Fund Audited 2024	Un-Audited 2025	Adopted Budget 2026	Amended Budget 2026	YTD August Actual 2026	8.7164 Budgeted 2027	Dollar Increase (Decrease) 2027	Percent Increase (Decrease) 2027	Comments
		Expenditures									
		Legal									
111	001-0014-514-3311-00	Contractual Fees	$49,173	$50,775	$48,000	$48,000	$40,000	**$48,000**	**$0**	0%	Changed to match contractual set fee
112	001-0014-514-3311-20	Other Legal Services	$0	$0	$10,000	$10,000	$7,500	**$10,000**	**$0**	0%	Additional Legal Costs
113	001-0014-514-3311-10	Outside Legal Counsel	$4,574	$315	$3,000	$3,000	$0	**$3,000**	**$0**	0%	Additional Cost for Special Circumstances
114		**Total Legal**	**$53,746**	**$51,090**	**$61,000**	**$61,000**	**$47,500**	**$61,000**	**$0**	**0%**	
		Footnote- the City Attorney is a contractual position with an outside firm.									
		Outside legal counsel is sought if the City Attorney needs assistance in a legal case.									

2026-27 General Fund
Millage Rate 8.7164

			2026-2027 Annual Budget								
			General Fund						Dollar	Percent	
					Adopted	Amended	YTD August	8.7164	Increase	Increase	
			Audited	Un-Audited	Budget	Budget	Actual	Budgeted	(Decrease)	(Decrease)	Comments
			2024	2025	2026	2026	2026	2027	2027	2027	
Line	FTE's (4)	**Expenditures**									
No		**Utility Billing/Customer Service**									
114	001-0015-515-1111-00	Excutive Salaries	$46,990	$51,996	$55,946	$55,946	$46,815	**$58,743**	**$2,797**	5%	5% SLIDING SCALE FOR PERFORMANCE Evals
115	001-0015-515-1121-00	Staff Salaries	$94,985	$101,169	$117,781	$117,781	$94,690	**$123,670**	**$5,889**	5%	5% SLIDING SCALE FOR PERFORMANCE Evals
116	001-0015-515-1141-00	Overtime	$191	$454	$400	$400	$544	**$500**	**$100**	25%	
117	001-0015-515-1151-00	Christmas Bonus	$0	$0	$400	$400	$0	**$400**	**$0**	0%	
118	001-0015-515-1211-00	FICA	$10,533	$11,239	$10,771	$10,771	$10,632	**$13,955**	**$3,184**	30%	
119	001-0015-515-1211-50	Medicare	$0	$0	$2,519	$2,519	$0	**$0**	**($2,519)**	-100%	Moved to FICA Allocation
120	001-0015-515-1221-00	Retirement	$5,671	$11,859	$14,767	$14,767	$12,933	**$15,505**	**$738**	5%	
121	001-0015-515-1231-00	Health and Life Insurance	$30,529	$50,638	$32,500	$32,500	$47,604	**$32,500**	**$0**	0%	
122	001-0015-515-3311-00	Employee Testing	$150	$150	$150	$150	$0	**$150**	**$0**	0%	
123	001-0015-515-1241-00	Worker Comp	$611	$4,777	$1,113	$1,113	$2,554	**$1,078**	**($35)**	-3%	
124	001-0015-515-3314-00	Professional Services	$117	$431	$300	$300	$0	**$300**	**$0**	0%	Employee Search services
125	001-0015-515-3321-00	Accounting/Auditing	$0	$0	$0	$0	$0	**$7,056**	**$7,056**	0%	Gas, water and sewer all shared, pays for audit.
126	001-0015-515-3411-00	Telephone/Internet	$4,422	$4,621	$4,500	$4,500	$3,904	**$4,959**	**$459**	10%	
127		Accounting Specialist	$0	$0	$0	$0	$1,450	**$0**	**$0**		Julieann Klein Services
128	001-0015-515-3412-00	Postage	$13,001	$14,593	$12,800	$12,800	$11,961	**$12,800**	**$0**	0%	Incentives Discussion (Discuss bill delay with Jocelyn)
129	001-0015-515-3451-00	General Liability Insurance	$1,672	$0	$5,329	$5,329	$4,559	**$4,780**	**($549)**	-10%	
130	001-0015-515-3462-00	Vehicle Repair and Maintenance	$0	$73	$0	$0	$469	**$500**	**$500**	0%	
131	001-0015-515-3463-00	Equipment Repair and Maintenance	$12	$230	$3,000	$3,000	$950	**$3,000**	**$0**	0%	Handheld Meter Reader Annual Fee & Foler Machine Maint. Contract at 750/yr
132	001-0015-515-3491-00	Other (New Handheld Digital Upgrade Meter Reader Device)	$0	$0	$0	$0	$0	**$15,400**	**$15,400**	0%	Move to BPP (20k) Handheld Ditigal Meter Reader (ONE-TIME COST)
133	001-0015-515-3500-00	IT Support & License	$11,993	$8,518	$6,841	$6,841	$6,520	**$4,280**	**($2,561)**	-37%	Monthly contract cost share Adobe, Cisco and VPN annual license renewal.
134	001-0015-515-3501-00	IT Hardware and Licensing	$319	$734	$400	$400	$1,205	**$0**	**($400)**	-100%	
135	001-0015-515-3511-00	Office supplies	$4,087	$11,718	$4,000	$4,000	$341	**$4,000**	**$0**	0%	
136	001-0015-515-3521-00	Operating Supplies	$639	$377	$375	$375	$717	**$375**	**$0**	0%	Misc. cleaning suppplies
137	001-0015-515-3522-00	Gas and Oil	$2,747	$1,715	$2,000	$2,000	$1,812	**$2,000**	**$0**	0%	
138	001-0015-515-1160-00	Employee Incentives	$0	$0	$0	$0	$0	**$0**	**$0**	0%	
139	001-0015-515-3541-00	Membership Training	$0	$3,958	$1,000	$1,000	$0	**$1,000**	**$0**	0%	
140		**Total Utility Billing/Customer Service**	**$228,670**	**$279,251**	**$276,892**	**$276,892**	**$249,660**	**$306,952**	**$30,060**	**11%**	
		Footnote- This department includes 1 Utility Billing Manager, 1 Customer Service position, 1 Meter Reader, & 1 Receptionist									

2026-27 General Fund
Millage Rate 8.7164

			2026-2027 Annual Budget								
			General Fund						Dollar	Percent	
					Adopted	Amended	YTD August	8.7164	Increase	Increase	
			Audited	Un-Audited	Budget	Budget	Actual	Budgeted	(Decrease)	(Decrease)	Comments
			2024	2025	2026	2026	2026	2027	2027	2027	
Line		Expenditures									
No		Planning and Zoning									
141	001-0016-516-3314-00	Professional Services	$8,473	$0	$0	$0	$0	$60,000	$60,000	0%	These were Zev Cohen charges (historic Specialist) Double check on cost for contractor
142	001-0016-516-3475-00	Land Development Code	$0	$0	$0	$0	$0	$8,500	$8,500	0%	one time Muni-code Fee
143	001-0016-516-3470-00	Recodification, Service Supplementation, MuniPro	$0	$0	$0	$0	$0	$2,895	$2,895	0%	(Fees for Civic Plus)
144	001-0016-516-3491-00	Other	$77,468	$67,578	$50,018	$50,018	$51,990	$0	($50,018)	-100%	Moved to Professional Services
145	001-0016-516-3491-99	Consulting fee	$2,082	$0	$2,500	$2,500	$0	$0	($2,500)	-100%	
146		**Total Planning and Zoning**	**$88,024**	**$67,578**	**$52,518**	**$52,518**	**$51,990**	$71,395	$18,877	**36%**	

2026-27 General Fund
Millage Rate 8.7164

		Footnote-The Planner is a contracted position with Zev Cohen & Associates on an hourly basis. Budget is an estimate.									
			2026-2027 Annual Budget								
			General Fund						**Dollar**	Percent	
					Adopted	Amended	YTD August	**8.7164**	**Increase**	Increase	
			Audited	Un-Audited	Budget	Budget	Actual	**Budgeted**	**(Decrease)**	(Decrease)	Comments
			2024	2025	2026	2026	2026	**2027**	**2027**	2027	
Line		**Expenditures**									
No		**City Hall**									
147	001-0019-519-1241-00	Work Comp (Audit)	$3,345	$4,201	$0	$0	$3,345	**$0**	**$0**	0%	4800 reallocated % to separate funds
148	001-0019-519-1251-00	Unemployment	$0	$0	$0	$0	$0	**$0**	**$0**	0%	
149	001-0019-519-3312-00	Professional Services	$42,701	$265,447	$20,000	$20,000	$147,153	**$15,066**	**($4,934)**	-25%	Robert Taylor Billing for Fire Dept Building
150	001-0019-519-3321-00	Audit	$16,290	$7,400	$5,700	$5,700	$11,664	**$7,056**	**$1,356**	24%	Attorney fees and pension plan actuary reports for the audit. (Juliane Services as well) Julieann services are located in Audit Expense Account in City Hall , Gas, Water and Sewer
151	001-0019-519-3345-00	Pension consultant	$2,475	$3,175	$2,500	$2,500	$2,225	**$2,500**	**$0**	0%	Wanda Kemp employee pension plan admin.
152	001-0019-519-3411-00	Telephone/Internet	$2,519	$3,437	$4,500	$4,500	$2,510	**$ 3,306**	**($1,194)**	-27%	
153	001-0019-519-3412-00	Postage	$0	$0	$0	$0	$0	**$0**	**$0**	0%	
154	001-0019-519-3431-00	Utilities	$9,252	$11,918	$12,000	$12,000	$7,299	**$8,500**	**($3,500)**	-29%	Reduction
155	001-0019-519-3441-00	Rental and Leases	$2,911	$5,506	$3,000	$3,000	$2,654	**$3,000**	**$0**	0%	Machine $454.17 per month
156	001-0019-519-3451-00	Liability Insurance	$35,639	$41,387	$20,140	$20,140	$17,985	**$15,429**	**($4,711)**	-23%	
157	001-0019-519-3461-00	Building Repair and Maintenance	$15,679	$41,329	$15,000	$15,000	$34,876	**$10,000**	**($5,000)**	-33%	COUNTY OFFICE and other buildings Maintenance Needs (Ac's have been recently replaced)
158	001-0019-519-3463-00	Equipment Repair and Maintenance	$354	$1,381	$2,000	$2,000	$616	**$2,000**	**$0**	0%	No service contract in place, new service contract for above
159	001-0019-519-3463-50	Trans to W&S/Gas/Better Place	$0	$0	$0	$0	$0	**$0**	**$0**	0%	
160	001-0019-519-3480-50	Advertising General	$3,162	$3,431	$7,000	$7,000	$3,768	**$3,500**	**($3,500)**	-50%	shared with Advertising in other Dept.

2026-27 General Fund
Millage Rate 8.7164

161	001-0019-519-3491-00	Other	$3,974	$15,634	$5,000	$5,000	$13,207	**$0**	**($5,000)**	-100%	Current expense RED WHITE BOOM (PASS THROUGH HOW MUCH RECEIVED AND EXPENDED
162	001-0019-519-3492-00	Beautification	$2,710	$0	$2,000	$2,000	$3,525	**$2,000**	**$0**	0%	City hall parking lot
164	001-0019-519-3500-00	IT Support & License	$373	$0	$2,820	$2,820	$0	**$4,280**	**$1,460**	52%	Monthly contract cost share Adobe, Cisco and VPN annual license renewal.
165	001-0019-519-3501-00	IT Licenses	$0	$458	$500	$500	$660	**$0**	**($500)**	-100%	
166	001-0019-519-3521-00	Supplies	$1,115	$4,096	$2,500	$2,500	$4,497	**$4,000**	**$1,500**	60%	
167	001-0019-519-6629-00	Accounting/billing Software	$20,413	$19,515	$16,000	$16,000	$14,852	**$16,000**	**$0**	0%	Edmunds Software and Information Management System Service (Old software system) SERIOUS CONSIDERATION OF AN UP-TO-DATE SOFTWARE SYSTEM SHOULD BE ON THE TABLE. COST WILL EXCEED 100K
168	001-0019-519-6630-00	Office Equipment	$374	$0	$0	$0	$0	**$0**	**$0**	0%	
169	001-0019-519-7000-00	Misc. (Carry Forward)	$0	$0	$0	$0	$0	**$0**	**$0**	0%	
170	001-0019-519-3511-00	Office Supplies	$2,035	$3,788	$2,500	$2,500	$1,715	**$0**	**($2,500)**	-100%	
171	001-0019-519-3461-10	Transfer to CRA	$137,894	$150,300	$184,531	$184,531	$187,217	**$184,531**	**$0**	0%	STEVE >> Why higher than budgeted - looking into
172	001-0019-519-8821-00	Aid to Private Organization	$0	$0	$0	$0	$0	**$0**	**$0**		Talk to Don and other Commissh about This Aid for Non-Profits, should look into all private sectors and Talk to Auditors , working with non-profits, Need Policy (ALSO NEED TO TALK ABOUT PEACOCKS)
173		WEBSITE						**$2,500**			One time cost for ADA compliance
174		IT Audio/Visual Chamber Upgrades						**$2,520**			60 Month contract for Support and Warranty (210.00/mo.)--- MOVE TO CITY HALL
								$286,188		**0%**	

2026-27 General Fund
Millage Rate 8.7164

			2026-2027 Annual Budget								
			General Fund						**Dollar**	Percent	
					Adopted	Amended	YTD August	**8.7164**	**Increase**	Increase	
			Audited	Un-Audited	Budget	Budget	Actual	**Budgeted**	**(Decrease)**	(Decrease)	Comments
			2024	2025	2026	2026	2026	**2027**	**2027**	2027	
Line		**Expenditures**									
No		**Law Enforcement**									
1	001-0019-589-3595-00	Contract - Putnam County Sherriff	$494,825	$494,825	$494,825	$494,825	$495,308	**$496,000**	**$1,175**	0%	Contract extension of 1 yr.
2		**Total Law Enforcement**	**$494,825**	**$494,825**	**$494,825**	**$494,825**	**$495,308**	**$496,000**	**$1,175**	**0%**	

2026-27 General Fund
Millage Rate 8.7164

			2026-2027 Annual Budget								
			General Fund						Dollar	Percent	
					Adopted	Amended	YTD August	8.7164	Increase	Increase	
			Audited	Un-Audited	Budget	Budget	Actual	Budgeted	(Decrease)	(Decrease)	Comments
			2024	2025	2026	2026	2026	2027	2027	2027	
Line		Expenditures									
No		Fire									
3	001-0022-522-1111-00	Executive Salaries	$25,236	$20,177	$22,321	$22,321	$20,985	$23,437	$1,116	5%	Chief Salary
4	001-0022-522-1121-00	Staff Salaries	$27,602	$39,193	$33,629	$33,629	$29,824	$35,310	$1,681	5%	On Staff paid Firefighter
5	001-0022-522-1151-00	Christmas Bonus	$0	$0	$200	$200	$0	$200	$0	0%	This will be for paid firefighters
6	001-0022-522-1153-00	Bonus	$0	$0	$0	$0	$0	$0	$0	0%	
7	001-0022-522-1160-00	Employee Incentives	$5,400	$4,050	$0	$0	$0	$0	$0	0%	Training and certification incentive reward
8	001-0022-522-1211-00	FICA	$7,305	$7,393	$2,622	$2,622	$6,545	$4,494	$1,872	71%	
9	001-0022-522-1211-50	Medicare	$0	$0	$613	$613	$0	$0	($613)	-100%	Moved to FICA Allocation
10	001-0022-522-1222-00	PEN FIRE CITY SHARE	$0	$641	$1,224	$1,224	$0	$4,994	$3,770	308%	
11	001-0022-522-1241-00	Life Insurance	$305	$428	$700	$700	$0	$700	$0	0%	
12	001-0022-522-1242-00	Worker Comp	$1,257	$1,283	$1,670	$1,670	$557	$809	($861)	-52%	
12		Audit						$7,056			
12	001-0022-522-3411-00	Telephone& Internet	$1,517	$1,762	$1,800	$1,800	$1,607	$1,800	$0	0%	
13	001-0022-522-3451-00	General Liability Insurance	$30,735	$31,964	$24,494	$24,494	$22,243	$19,951	($4,543)	-19%	
14	001-0022-522-3461-00	Building Repair and Maintenance	$3,238	$316	$2,500	$2,500	$665	$1,000	($1,500)	-60%	Reduction, Roof sections, ice machines, AC, repaired this year.
15	001-0022-522-3462-00	Vehicle Repair and Maintenance (Quick Response)	$6,969	$9,771	$7,500	$7,500	$3,968	$14,165	$6,665	89%	Lease Option at 1387/mo No down payment (Includes 10k Uplift- Lights, flashers, decals) + 1500 for Maintenance Plan (New Quote Savings of 331.58/mo. Or $3,978.96/year

2026-27 General Fund
Millage Rate 8.7164

16	001-0022-522-3463-00	Equipment Repair and Maintenance (Includes Boat Repair)	$1,394	$843	$2,000	$2,000	$1,252	**$4,500**	**$2,500**	125%	Includes Boat and Firetruck Yearly inspection of 2600
17	001-0022-522-3491-00	Volunteer Incentives	$37,442	$35,150	$35,000	$35,000	$35,888	**$36,000**	**$1,000**	3%	Increase from this Last year unforseen very dry season
18	001-0022-522-3491-50	Other	$693	$2,066	$0	$0	$158	**$0**	**$0**	0%	
19	001-0022-522-1251-00	Unemployment	$0	$25	$0	$0	$0	**$0**	**$0**	0%	
20	001-0022-522-3500-00	IT Support & License	$3,312	$3,339	$3,000	$3,000	$2,282	**$4,280**	**$1,280**	43%	Monthly contract cost share
21	001-0022-522-3501-00	IT licensing	$51	$998	$400	$400	$215	**$0**	**($400)**	-100%	Adobe, Cisco and VPN annual license renewal. Need to add Acct. # in 2025
22	001-0022-522-3521-00	Operating Supplies	$2,298	$2,324	$2,000	$2,000	$2,653	**$2,000**	**$0**	0%	we are over - $537.20 for Radio Chest Packs, $647 for copier ink
23	001-0022-522-3522-00	Gas, Oil, Tires	$1,952	$2,022	$2,500	$2,500	$1,537	**$2,000**	**($500)**	-20%	
24	001-0022-522-3541-00	Training	$5	$804	$3,500	$3,500	$415	**$2,000**	**($1,500)**	-43%	2025/26 underutilized
		State Appropriation (New EMS/Fire Station)						**$3,000,000**			
		Total Fire without State Appropriation						**$164,697**		**112%**	In line with 2024-2025 Spending (Increase from Prior 2025-26 Year Budget)
25		**Total Fire**	**$156,712**	**$164,548**	**$147,673**	**$147,673**	**$130,796**	**$3,164,697**	**$3,017,024**	**2043%**	
		Footnote: This department is overseen by a part-time fire chief, paid fire fighters and volunteer fire fighters. The volunteer incentives is for the									
		volunteer firefighters to secure their time in a moment of need to maintain the team of firefighters.									

2026-27 General Fund
Millage Rate 8.7164

			2026-2027 Annual Budget								
			General Fund						Dollar	Percent	
					Adopted	Amended	YTD August	8.7164	Increase	Increase	
			Audited	Un-Audited	Budget	Budget	Actual	Budgeted	(Decrease)	(Decrease)	Comments
			2024	2025	2026	2026	2026	2027	2027	2027	
Line		Expenditures									
No		Code Enforcement									
26	001-0024-524-1111-00	Salaries	$24,411	$27,219	$29,371	$29,371	$25,123	**$30,840**	$1,469	5%	
27	001-0024-524-1152-00	Christmas Bonus	$0	$0	$100	$100	$0	**$100**	$0	0%	
28	001-0024-524-1211-00	FICA	$1,813	$2,012	$1,827	$1,827	$1,883	**$2,359**	$532	29%	
29	001-0024-524-1211-50	Medicare	$0	$0	$427	$427	$0	**$0**	($427)	-100%	Moved to FICA Allocation
30	001-0024-524-1221-00	Retirement	$1,229	$2,066	$2,505	$2,505	$2,287	**$2,621**	$116	5%	
31	001-0024-524-1231-00	Health & Life Insurance	$0	$0	$0	$0	$1,190	**$2,505**	$2,505	0%	Paying employee medicare
32	001-0024-524-3411-00	Telephone & Internet	$692	$593	$700	$700	$1,096	**$1,500**	$800	114%	Wifi hotspot, phone and printer
33	001-0024-524-1242-00	Worker Comp				$0	$0	**$1,348**	$1,348	0%	New Allocation
34	001-0024-524-3500-00	IT Support & License	$3,038	$3,315	$2,800	$2,800	$2,282	**$4,280**	$1,480	53%	Monthly contract cost share and Adobe, Cisco and VPN annual license renewal.
35	001-0024-524-3451-00	Liability & Auto Insurance				$0	$0	**$869**	$869	0%	New Allocation
36	001-0024-524-3501-00	IT licensing	$2,594	$2,000	$2,000	$2,000	$2,000	**$0**	($2,000)	-100%	
37	001-0024-524-3521-00	Misc. Operating Supplies	$0	$23	$0	$0	$366	**$500**	$0		
38	001-0024-524-3522-00	Gas, Oil, and Tires	$1,246	$1,114	$1,500	$1,500	$1,198	**$1,500**	$0	0%	
39	001-0024-524-3528-00	Operations and Abatement (Special Magistrate)	$3,619	$3,469	$2,000	$2,000	$2,402	**$4,000**	$2,000	100%	
40	001-0024-524-3541-00	Membership and Training	$675	$85	$1,600	$1,600	$0	**$800**	($800)	-50%	Florida Code Enforcement Associations (NOTHING PAID OUT IN 2026)
41		**Total Code Enforcement**	**$39,316**	**$41,898**	**$44,830**	**$44,830**	**$39,827**	**$53,222**	**$8,392**	**19%**	
		Footnote: A part-time code enforcement officer (30 hours/week) is in this department.									
42		**Total Public Safety WITHOUT APPROPRIATION**	**$690,852**	**$701,271**	**$687,328**	**$687,328**	**$665,930**	**$713,919**	**$26,591**	**4%**	
214		**Total Public Safety**	**$690,852**	**$701,271**	**$687,328**	**$687,328**	**$665,930**	**$3,705,967**	**$3,018,639**	**439%**	

2026-27 General Fund
Millage Rate 8.7164

			2026-2027 Annual Budget								
			General Fund						Dollar	Percent	
					Adopted	Amended	YTD August	8.7164	Increase	Increase	
			Audited	Un-Audited	Budget	Budget	Actual	Budgeted	(Decrease)	(Decrease)	Comments
			2024	2025	2026	2026	2026	2027	2027	2027	
Line		Expenditures									
No		Public Works- Streets									
43	001-0041-541-1111-00	Salaries	$16,420	$18,627	$18,353	$18,353	$17,664	$19,271	$918	5%	1/3 of Keith Harris Salary allocated to Streets
44	001-0041-541-1121-00	Staff Salaries	$83,645	$107,649	$105,841	$105,841	$80,449	$111,133	$5,292	5%	
45	001-0041-541-1141-00	Overtime	$682	$1,020	$1,000	$1,000	$1,386	$1,000	$0	0%	Extra Reponse to local issues
46	001-0041-541-1160-00	Employee Incentives/Certifications/Training	$0	$0	$500	$500	$0	$500	$0	0%	APWA Certs/Strom Water Certification
47	001-0041-541-1151-00	Christmas Bonus	$0	$0	$200	$200	$0	$200	$0	0%	
48	001-0041-541-1211-00	FICA	$7,655	$9,044	$7,700	$7,700	$7,364	$9,976	$2,276	30%	
49	001-0041-541-1211-50	Medicare	$0	$0	$1,801	$1,801	$0	$0	($1,801)	-100%	Moved to FICA Allocation
50	001-0041-541-1221-00	Retirement	$4,369	$10,800	$10,556	$10,556	$14,001	$11,084	$528	5%	
51	001-0041-541-1231-00	Health Insurance	$27,644	$40,786	$32,300	$32,300	$27,592	$32,300	$0	0%	
52	001-0041-541-1241-00	Worker Comp	$5,485	$19,143	$7,792	$7,792	$2,019	$4,313	($3,479)	-45%	
53		Audit						$7,056			
54	001-0024-524-3411-00	Telephone & Internet						$1,500		0%	
55		IT Support & License	$0	$0	$0	$0	$0	$1,128	$1,128	0%	Monthly contract cost share
56	001-0041-541-3431-00	Street Lights (FPL Billing) POWER	$34,100	$55,708	$40,000	$40,000	$50,497	$67,200	$27,200	68%	CONTRACT UPDATE FOR 137 LED Lights (5600/mo Billing)

2026-27 General Fund
Millage Rate 8.7164

57	001-0041-541-3432-00	Traffic Lights (FPL Billing) POWER	$5,048	$8,140	$6,000	$6,000	$3,011	**$6,000**	**$0**	0%	Pedestrian Flashing Beacons(x2) Intersection control Beacon (x1) Traffic Signals (x1) and Illuminated Street Sign (x1)
58	001-0041-541-3451-00	General Liability Insurance	$34,982	$36,211	$20,153	$20,153	$19,044	**$18,372**	**($1,781)**	-9%	
59	001-0041-541-3461-00	Building Repair & Maintenance	$1,321	$15	$0	$0	$168	**$0**	**$0**		
60	001-0041-541-3461-50	Tree Maintenance	$12,675	$6,870	$11,133	$11,133	$12,000	**$10,000**	**($1,133)**	-10%	Maintenance of Trees (trimming and or removal)
61	001-0041-541-3462-00	Vehicle Repair and Maintenance (New Lease Option)	$844	$3,941	$4,000	$4,000	$1,007	**$12,621**	**$8,621**	216%	Lease Option at 1387/mo No down payment (10k Uplift- Lights, flashers, decals) + 1500 for Maintenance Plan (REVISED QUOTE SAVVING OF 460.25/mo
62	001-0041-541-3463-00	Equipment Repair and Maintenance	$6,827	$3,274	$4,000	$4,000	$857	**$3,886**	**($114)**	-3%	
63	001-0041-541-3464-00	Repairs for Sidewalks/Streets	$7	$0	$15,000	$15,000	$2,500	**$8,000**	**($7,000)**	-47%	Sidewalks will be marked out and replaced as needed
64	001-0041-541-3500-00	Small Tools	$2,337	$1,252	$2,102	$2,102	$976	**$2,000**	**($102)**	-5%	
65	001-0041-541-3521-00	Operating Supplies	$5,510	$4,162	$5,000	$5,000	$3,932	**$5,000**	**$0**	0%	
66	001-0041-541-3522-00	Oil and Tires	$12,190	$8,098	$7,000	$7,000	$12,225	**$3,500**	**($3,500)**	-50%	
		Gas (Regular Fuel)						**$6,100**			
67	001-0041-541-3531-00	Street Repair Supplies	$13,774	$528	$5,000	$5,000	$3,153	**$5,000**	**$0**	0%	Misc. paint, patch repair, etc.
68	001-0041-541-6631-00	Improvements Other Than Buildings	$1,000	$1,000	$1,000	$1,000	$66	**$500**	**($500)**	-50%	Misc. repair of signs
69	001-0041-541-6641-00	Equip and Machinery	$139,053	$88	$0	$0	$0	**$0**	**$0**	0%	
		Uniforms						**$1,352**			
70		**Total Public Works**	**$415,568**	**$336,355**	**$306,431**	**$306,431**	**$259,914**	**$348,992**	**$42,561**	**14%**	Footnote- Streets includes 2 Full Time Equivalents.

2026-27 General Fund
Millage Rate 8.7164

			2026-2027 Annual Budget								
			General Fund						**Dollar**	Percent	
					Adopted	Amended	YTD August	**8.7164**	**Increase**	Increase	
			Audited	Un-Audited	Budget	Budget	Actual	**Budgeted**	**(Decrease)**	(Decrease)	Comments
			2024	2025	2026	2026	2026	**2027**	**2027**	2027	
Line		**Expenditures**									
No		**Parks and Recreation**									
71	001-0072-572-1121-00	Salaries	$24,226	$35,689	$35,520	$35,520	$31,955	**$37,296**	**$1,776**	5%	
72	001-0072-572-1141-00	Overtime	$70	$183	$200	$200	$64	**$1,000**	**$800**	400%	Consistant with Events in Parks
73	001-0072-572-1151-00	Christmas Bonus	$0	$0	$200	$200	$0	**$200**	**$0**	0%	
74	001-0072-572-1160-00	Employee Incentives	$0	$0	$250	$250	$0	**$500**	**$250**	100%	
75	001-0072-572-1211-00	FICA	$1,851	$2,566	$2,233	$2,233	$2,360	**$2,853**	**$620**	28%	
76	001-0072-572-1211-50	Medicare	$0	$0	$522	$522	$0	**$0**	**($522)**	-100%	Moved to FICA Allocation
77	001-0072-572-1221-00	Retirement	$0	$2,057	$3,062	$3,062	$2,852	**$3,170**	**$108**	4%	
78	001-0072-572-1231-00	Health Insurance	$8,160	$2,322	$10,450	$10,450	$11,141	**$10,450**	**$0**	0%	
79	001-0072-572-1242-00	Worker Comp	$5,486	$0	$7,792	$7,792	$4,068	**$4,313**	**($3,479)**	-45%	
80	001-0072-572-3313-00	Contractual Services	$5,087	$10,836	$1,500	$1,500	$2,592	**$2,000**	**$500**	33%	Spraying of lakes
81		Audit						**$7,056**			
82	001-0024-524-3411-00	Telephone & Internet						**$1,500**		0%	Share opf cost not included in previous budgets
83		IT Support & License	$0	$0	$0	$0	$0	**$1,128**	**$1,128**	0%	Monthly contract cost share
84	001-0072-572-3431-00	Utility Service/Electric	$10,072	$10,758	$10,500	$10,500	$13,980	**$10,500**	**$0**	0%	
85	001-0072-572-3441-00	Rentals and Leases	$2,447	$2,867	$2,500	$2,500	$3,126	**$2,500**	**$0**	0%	Porta Potty
86	001-0072-572-3461-00	Building Repair and Maintenance	$7,959	$5,208	$6,000	$6,000	$461	**$2,000**	**($4,000)**	-67%	Moved to BPP (Updates to Parks Bathrooms) This is for Vandalism
87	001-0072-572-3451-00	Liability & Auto Insurance	$0	$0	$0		$0	**$869**	**$869**	0%	New Allocation
88	001-0072-572-3462-00	Vehicle Repair and Maintenance	$472	$178	$1,000	$1,000	$668	**$1,000**	**$0**	0%	
89	001-0072-572-3463-00	Equipment Repair and Maintenance	$6,977	$1,325	$6,000	$6,000	$1,049	**$2,000**	**($4,000)**	-67%	
90	001-0072-572-3491-00	Other	$1,075	$12,960	$1,800	$1,800	$10,450	**$5,000**	**$3,200**	178%	Cecil Bullard - 1099 work ND Ronnie Grant -1099
91	001-0072-572-3521-00	Operating Supplies	$6,674	$7,046	$6,000	$6,000	$9,137	**$8,000**	**$2,000**	33%	
92	001-0072-572-3522-00	Oil and Tires	$6,527	$11,887	$6,000	$6,000	$5,794	**$2,500**	**($3,500)**	-58%	
		Gas						**$3,500**			Separated Gas from Oil and Tires
93	001-0072-572-6631-00	Improvements Other Than Buildings	$0	$0	$0	$0	$0	**$0**	**$0**	0%	
		Uniforms						**$1,352**			
95		**Total Parks and Recreation**	**$87,081**	**$105,882**	**$101,529**	**$101,529**	**$99,696**	**$110,688**	**$9,159**	**9%**	**#REF!**
		Total Expenses	**$2,099,943**	**$2,226,961**	**$2,135,639**	**$2,135,639**	**$1,908,244**	**$5,480,930**			
		Millage Rate Impacts									
		Adopted Millage Rate: **8.7164 mills**									
		Total Revenue Not Including Fire Station Appropriation: **$2,599,732**									
		Balanced Budget									
		If alternative rates were used:									
		Rollback Rate (8.1734) – deficit $75,328									
		Historic Average (8.5914) – deficit $17,340		Both Alternative Rates would fail to meet required funding.							

2026-27
Better Place Discretionary Fund

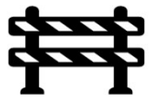
Line No	Account #		2026-2027 Annual Budget Discretionary Fund Audited 2023	Un-Audited 2024	Amended Budget 2025	Adopted Budget 2026	**Budgeted 2027**	Dollar Increase (Decrease) 2026	Percent Increase (Decrease) 2026	Comments
		Better Place								
	Account #	**Revenues**								
1	002-335-0500-00	Putnam County One Cent Sales	$218,777	$219,322	$211,350	$250,766	**$232,722**	($18,044)	-7%	Provided by State (DOR) updated 8/21/202
4	002-335-0976-00	Prior Year Fund Balance (Carry forward)	$0	$0	$230,000	$197,176	**$300,000**	$102,824	52%	Once we complete the FY26 reconciliation we will have complete carry forward for BPP (Carry Forward from 2024) Originally not include in 25-26 Budget
5		**Total Charges BPP Revenue**	$218,777	$219,322	$441,350	$447,942	**$532,722**	$84,780	19%	
		Expenditures								
6	002-0018-518-6631-00	Improvements #1	$9,035	$2,754	$95,000	$167,500	**$135,500**	($32,000)	-19%	Finalize Entryway Signs to the City x 3 (N,S and 308) Lighting, Irrigation & Landscape, CityWide Steet Sign Upgrades & 4 Way Stops, Fletcher Park Pavillion (Wood Rot Replacement) Replacement Deck at Sunrise Park (Trex) Adaptive and inclusive playground equipment and Shade Structures
7	002-0018-518-6640-00	Infrastructure #2	$23,530	$5,250	$327,200	$178,200	**$104,722**	($73,478)	-41%	Stormwater upgrades along Lake Street, Several locations and easements/Electrical and Irigation Upgrades for Eva Lyon
	002-0018-518-6640-10	Transfer to General Fund	$64,051	$202,266	$0	$0	**$0**			
8	002-0018-518-6641-00	Equipment #3	$27,373	$145,544	$12,000	$72,242	**$235,000**	$162,758	225%	Generators for Liftstations and City Wide Camera System for city assets
9	002-0018-518-6644-00	Public Buildings Improvements #4	$64,534	$7,500	$0	$30,000	**$57,500**	$27,500	92%	New Carpet in City Hall, City Wide Asset Camera System, Flooring cover for Eva Lyon Pavillion,Park Bathroom SS Upgrades Historical signs (Monuments)
10	002-0018-518-6645-00	Capital Purchases (Contingency)	$2,493	$0	$7,150	$0	**$0**	$0	0.00%	
11		**Total Expenditures**	$191,016	$363,314	$441,350	$447,942	**$532,722**	$84,780	19%	
12		**Excess (Deficiency) of Revenues over Expenses**	**$27,761**	**($143,992)**	**$0**	**$0**	**$0**	**$0**	**0.00%**	

2026-27

Better Place Discretionary Fund



Improvements #1			
$10,500	Finalize Entryway Signs to the City x 3 (N,S and 308) Lighting & Landscape & Irrigation ($3500 each)		
$20,000	CityWide Steet Sign Upgrades & 4 Way Stops		
$10,000	Fletcher Park Pavillion (Wood Rot Replacement)		
$35,000	Replacement Deck at Sunrise Park (Trex)		
$60,000	Adaptive and inclusive playground equipment and Shade Structures		
$135,500			
Infrastructure #2			
$74,722	Stormwater Upgrades for Lake Street		
$30,000	Electrical & Irrigation Upgrade for Eva Lyon		
$104,722			
Equipment #3			
$85,000	City Wide Camera System (Verkada)		
$150,000	Generators for Liftstations		
$235,000			
Public Building Improvements #4			
$12,500	New Carpet in Chamber and City Hall		
$5,000	Flooring cover for Eva Lyon Pavillion		
$20,000	Park Bathroom SS Upgrades		
$20,000	Historical Signs (Monuments)		
$57,500			







$	532,722.00	All Projects Combined
$	532,722.00	Total Budget to Expend
$	-	Remaining Balance

2026/27 CRA Budget

Line No	Account		2026-2027 Annual Budget Community Redevelopment Agency Audited 2024	Un-Audited 2025	Adopted Budget 2026	**Budgeted 2027**	Dollar Increase (Decrease) 2027	Percent Increase (Decrease) 2027	Comments
1		**Revenues**							
2		**Central**							
3	109-311-0105-00	City	$71,282	$77,200	$89,670	**$106,264**	$16,594	19%	
4	109-311-0106-00	County	$73,368	$77,251	$89,932	**$106,574**	$16,642	19%	
5	109-369-0311-00	Prior Year Fund Balance (Carry forward 2025-26)	$0	$0	$0	**$11,975**	$11,975	0%	Used only 5k for current FY25-26 (Housing) All funds for Redevelopment are being utilized
6		**Total Central**	**$144,650**	**$154,451**	**$179,602**	**$224,813**	**$45,211**	**25%**	
7		**North**							
8	109-311-0500-10	City	$59,202	$63,100	$84,874	**$95,566**	$10,692	13%	
9	109-311-0500-20	County	$60,944	$63,127	$85,121	**$95,844**	$10,723	13%	
10	109-311-0500-30	Prior Year Fund Balance (Carry forward)	$0	$0	$198,678	**$73,353**	($125,325)	-63%	Utilized $207,400 from Redevelopment, $0 from housing and $0 for Improvements
11		**Total North**	**$120,146**	**$126,227**	**$368,673**	**$264,763**	**($103,910)**	**-28%**	
12		**South**							
13	109-311-0600-10	City	$7,410	$10,000	$12,673	**$15,233**	$2,560	20%	
14	109-311-0600-20	County	$7,628	$9,917	$12,709	**$15,277**	$2,568	20%	
15	109-311-0600-30	Prior Year Fund Balance (Carry forward)	$0	$0	$30,705	**$45,454**	$14,749	48%	Utilized on $8,100 from Dedevelopment $0 from improvement projects, no car allowance, none used from Professional Services.
16		**Total South**	**$15,038**	**$19,917**	**$56,087**	**$75,964**	**$19,877**	**35%**	
17	109-364-0100-00	ARPA Revenue	$72,188	$0	$0	**$0**	$0	0%	
18	109-311-0700-00	Transfer from General Fund	$0	$0	$0	**$0**	$0	0%	
19		Total Other Revenue	$72,188	$0	$0	**$0**	$0	0%	
20		**Total Revenue**	**$352,021**	**$300,595**	**$604,362**	**$565,540**	**($38,822)**	**-6%**	

2026/27 CRA Budget

			2026-2027 Annual Budget						
			Community Redevelopment Agency				Dollar	Percent	
					Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
			2024	2025	2026	**2027**	2027	2027	
Line									
No		**Expenditures**							
21		**Central**							
22	109-0059-559-3200-00	Salaries	$33,034	$1,000	$771	**$544**	($227)	-29%	CRA Manager allocated 50% to City Manager Dept. and 50% to CRA.
23	109-0059-559-3211-00	FICA	$4,038	$63	$51	**$42**	($9)	-18%	Moved to North CRA
24	109-0059-559-3212-00	Pension	$1,163	$75	$66	**$46**	($20)	-30%	Moved to North CRA
25	109-0059-559-3213-00	Health Insurance	$6,634	$14,382	$0	**$0**	$0	0%	Moved to North CRA
26	109-0059-559-3214-00	Training and Education	$620	$549	$1,500	**$1,500**	$0	0%	Preservation on Main Street Conf., National Main Street Conf. , Florida Festival and Events Assoc. Conf.
27	109-0059-559-3220-00	Travel	$449	$248	$2,000	**$2,000**	$0	0%	Hotel & Mileage
28	109-0059-559-3321-00	Accounting/Auditing	$0	$0	$4,500	**$2,400**	($2,100)	-47%	Auditing firm (Share of cost)
29	109-0059-559-3410-00	Car Allowance	$3,000	$7,250	$1,000	**$0**	($1,000)	-100%	Using personal car
30	109-0059-559-3311-00	Professional Services CCDP	$12,204	$52,900	$50,000	**$50,000**	$0	0%	
31	109-0059-559-3411-00	Telephone	$1,153	$1,998	$667	**$667**	$0	0%	
32	109-0059-559-3431-00	Utility Services	$0	$5,231	$0	**$0**	$0	0%	
33	109-0059-559-3464-00	Improvement Projects	$29,927	$641	$29,475	**$30,000**	$525	2%	Directional Drilling for new 1" Conduit along Central on both sides to support new LED lighting with FPL

2026/27 CRA Budget

34	109-0059-559-3480-00	Advertising	$932	$0	$0	**$0**	$0	0%	We are not allowed to advertise
35	109-0059-559-3491-00	Other - Charges	$1,314	$210	$0	**$0**	$0	0%	
36	109-0059-559-3492-00	Other - Charges	$1,704	$86	$0	**$0**	$0	0%	
37	109-0059-559-3492-50	Utility - Electric	$4,277	$389	$4,199	**$4,199**	$0	0%	
38	109-0059-559-3500-00	IT support & licenses	$3,383	$3,383	$2,800	**$1,427**	($1,373)	-49%	Support Services Contract and Annual VPN License, Annual Cisco Smart Net, Microsoft 365, Adobe renewal
39	109-0059-559-3501-00	IT licenses	$0	$10,688	$1,000	**$0**	($1,000)	-100%	
40	109-0059-559-3521-00	Operating supplies	$1,174	$414	$500	**$500**	$0	0%	
41	109-0059-559-3541-00	Membership	$175	$2,919	$2,000	**$2,000**	$0	0%	Florida Main Street Assoc., National Main Street Assoc., Florida Festival and Event Assoc.
42	109-0059-559-3542-00	Indirect Cost Allocation	$16,000	$16,000	$16,000	**$16,000**	$0	0%	
43	109-0059-559-6630-00	Housing Rehabiliation Grants	$10,006	$0	$16,975	**$21,448**	$4,473	26%	Grant program homes (Limited homes in this area)
44	109-0059-559-6630-10	Redevelopment Grants	$0	$36,918	$46,099	**$92,040**	$45,941	100%	Grants for commercial projects This mainly for businesses, façade, improvements of commercial properties in the downtown District. (We had a significant amount of need in this area and not enough budget for 2025-26 FY
45		**Total Central Expenditures**	**$131,186**	**$155,343**	**$179,603**	**$224,813**	$45,210	25%	

2026/27 CRA Budget

			2026-2027 Annual Budget						
			Community Redevelopment Agency				Dollar	Percent	
					Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
			2024	2025	2026	**2027**	2027	2027	
Line		**Expenditures**							
No		**North**							
46	109-0060-560-3200-00	Salaries	$17,829	$44,215	$43,084	**$30,412**	($12,672)	-29%	CRA Manager allocated 50% to City Manager Dept. and 50% to CRA.
47	109-0060-560-3401-00	FICA	$110	$3,425	$3,295	**$2,326**	($969)	-29%	CRA Manager - Moved from Central and South CRA
48	109-0060-560-1211-50	Medicare	$0	$0	$0	**$0**	$0	0%	CRA Manager - Moved from Central and South CRA (Discuss with Shelia
49	109-0060-560-3402-00	Pension	$1,163	$2,271	$3,674	**$2,585**	($1,089)	-30%	CRA Manager - Moved from Central and South CRA
50	109-0060-560-3403-00	Health Insurance	$2,321	$0	$10,300	**$10,300**	$0	0%	Allocation based on internal spreadsheet and split amongst N,S and C
51	109-0060-560-3404-00	Training and Education	$565	$54	$3,500	**$3,500**	$0	0%	FRA Conf., FEDC Conf., FREDA Conf (BONNIE)
52		Audit				**$2,400**			
53	109-0060-560-3410-00	Car (Mileage)	$0	$0	$1,000	**$500**	($500)	-50%	Using personal car
54	109-0060-560-3411-00	Telephone	$0	$0	$667	**$667**	$0	0%	Shared cost with Central and South

2026/27 CRA Budget

55	109-0060-560-3321-00	Accounting/Auditing	$0	$0	$4,500	**$4,500**	$0	0%	Accounting Firm (Share of cost) STEVE
55	109-0060-560-3405-00	Professional Services	$60,000	$0	$4,900	**$2,500**	($2,400)	-49%	Appraisals, surveys, renderings, etc.
56		IT support & licenses	$0	$0	$0	**$1,427**	$1,427	0%	Support Services Contract and Annual VPN License, Annual Cisco Smart Net, Microsoft 365, Adobe renewal
56	109-0060-560-3409-00	Improvement Projects	$9,178	$0	$18,318	**$116,246**	$97,928	535%	Asphalt Work in North, pave dirt roads, fix Grove
57	109-0060-560-3409-50	Housing Rehabiliation Grants	$0	$0	$50,000	**$25,000**	($25,000)	-50%	We went to every house. We had zero applicants or request
58	109-0060-560-3409-60	Redevelopment Grants	$0	$0	$212,435	**$50,000**	($162,435)	-76%	Grants for commercial projects This mainly for businesses, façade, improvements of commercial properties in the downtown District N.
59	109-0060-560-3410-00	Advertising	$0	$0	$1,000	**$1,000**	$0	0%	Advertising CRA programs
60	109-0060-560-3491-00	North CRA Misc. Expenses	$36	$0	$1,000	**$400**	($600)	-60%	
61	109-0060-560-3492-00	Other	$0	$0	$0	**$0**	$0	0%	Moved funds from Other to Misc Expenses
62	109-0060-560-3542-00	Indirect Cost Allocation	$11,000	$11,000	$11,000	**$11,000**	$0	0%	Admin Fees that go to General Fund
63		**Total North Expenditures**	**$102,201**	**$60,965**	**$368,673**	**$264,763**	($103,910)	**-28%**	

2026/27 CRA Budget

Line No		Expenditures	2026-2027 Annual Budget Community Redevelopment Agency Audited 2024	Un-Audited 2025	Adopted Budget 2026	Budgeted 2027	Dollar Increase (Decrease) 2027	Percent Increase (Decrease) 2027	Comments
64		**South**							
65	109-0070-570-3200-00	Salaries	$2,815	$1,000	$771	**$544**	($227)	-29%	CRA Manager allocated 50% to City Manager Dept. and 50% to CRA.
66	109-0070-570-3497-00	FICA	$17	$0	$63	**$42**	($21)	-34%	Moved to North CRA
67	109-0070-570-3498-00	Pension	$300	$243	$32	**$46**	$14	45%	Moved to North CRA
68	109-0070-570-3499-00	Health Insurance	$2,321	$0	$0	**$0**	$0	0%	Moved to North CRA
69		Audit				**$2,400**			
70	109-0070-570-3494-00	Training and Education	$0	$54	$1,000	**$500**	($500)	-50%	Training and Conferences
71	109-0070-570-3490-50	Other Misc.	$0	$0	$2,730	**$0**	($2,730)	-100%	Misc. Cost for unforseen items
72	109-0070-570-3492-00	Improvement Projects	$0	$0	$8,222	**$56,839**	$48,617	591%	Redevelopment Projects: Historic Remanence of City Jail and waterworks (Old Jail, Water Wheel, Waterworks) Includes Fencing, trail, plantings, signs and new benches at waterfront (Crescent Lake) (Or other projects pertaining to Sunrise Park) Including beautification in other areas within S CRA
73	109-0070-570-3410-00	Car (Mileage)	$0	$0	$1,000	**$500**	($500)	-50%	Using personal car
74	109-0070-570-3411-00	Telephone	$0	$0	$667	**$667**	$0	0%	Shared cost among CRA (STEVE)
75	109-0070-570-3493-00	Professional Services	$5,000	$0	$3,500	**$2,000**	($1,500)	-43%	Appraisals, surveys, renderings, etc.
76		IT support & licenses	$0	$0	$0	**$1,427**	$1,427	0%	Support Services Contract and Annual VPN License, Annual Cisco Smart Net, Microsoft 365, Adobe renewal
77	109-0070-570-3409-50	Redevelopment Grants	$0	$0	$37,102	**$10,000**	($27,102)	-73%	Grants for commercial projects (Newer growth will take time, anticipated business will need assistance.) (Housing Limited) Only 8100 used FY2025-26
78	109-0070-570-3542-00	Indirect Cost Allocation	$950	$1,000	$1,000	**$1,000**	$0	0%	General Fund transfer
79	109-0075-580-3900-00	ARPA Projects	72187.5	$0	$0	**$0**	$0	0%	
80		**Total South Expenditures**	**$83,590**	**$2,297**	**$56,087**	**$75,965**	$19,878	**35%**	
							$0		

2026/27 CRA Budget

81		**Total Expenditures**	$316,977	$218,605	$604,363	$565,540	($38,823)	-6%	0%

2026/27 Enterprise Funds
Water Fund

Line No	Account #	2026-2027 Annual Budget Water Fund	Audited 2023	Un-Audited 2024	Amended Budget 2025	Adopted Budget 2026	**Budgeted 2027**	Dollar Increase (Decrease) 2026	Percent Increase (Decrease) 2026	Comments
		*note: Non-Recurring Grant Revenue has been excluded from Total Revenues in order to get a clear picture of how much revenue the Water Dept. is generating.								
	Account #	**Revenues**								
		Charges for Services								
1	402-115-0010-00	Accounts Receivable	$0	$0	$0	$0	**$0**	$0	0.00%	
2	402-220-0050-00	Water Deposits	$0	$0	$0	$50	**$50**	$0	0%	
3	402-229-0100-00	Utility Tax Crescent City	$0	$0	$47,100	$0	**$0**	$0	0.00%	10% of water sales (pass through t
4	402-343-0100-00	Water Sales	$390,515	$443,012	$471,000	$465,163	**$488,421**	$23,258	5%	5% increase in water rate. Based on $465,163 x 5% increase
5	402-343-0110-00	10% Sales for Maintenance	$36,144	$47,078	$0	$0	**$0**	$0	0.00%	Posted in the Water Repair and Replacement Fund.
6	402-343-0230-00	Service Charge	$8,251	$13,245	$10,500	$10,500	**$10,500**	$0	0%	$50 admin. fee for new account and $15 per instance to turn water on and off for existing customer.
7	402-343-0910-00	Cut in charge	$1,575	$2,524	$3,000	$3,000	**$3,000**	$0	0%	Price varies depending on meter size. (New Services)
8		**Total Charges for Services**	**$436,485**	**$505,859**	**$531,600**	**$478,713**	**$501,971**	**$23,258**	**5%**	
9	402-335-0800-00	American Rescue Plan Act (ARPA)	$417,300	$154,697	$0	$0	**$0**	$0	0.00%	
		American Rescue Plan Act (ARPA) Carry Forward					**$17,000**			
10	402-365-0100-00	Sales of Surplus Eqpt.	$12,814	$0	$0	$0	**$10,000**	$10,000	0.00%	
11	402-365-0200-00	Credit Card Convienence Fee	$1	$0	$0	$0	**$0**	$0	0.00%	
12	402-369-0210-00	Other income	$20,177	$28,620	$0	$0	**$0**	$0	0.00%	
13	402-381-1000-00	Transfer from Other Funds	$0	$17,116	$0	$0	**$0**	$0	0.00%	
14		**Total Other**	**$450,292**	**$200,433**	**$0**	**$0**	**$27,000**	**$27,000**	0.00%	
15		**Total Revenues**	**$886,777**	**$706,292**	**$531,600**	**$478,713**	**$528,971**	**$50,258**	**10%**	

2026/27 Enterprise Funds
Water Fund

Line			2026-2027 Annual Budget Water Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
			2023	2024	2025	2026	**2027**	2026	2026	
16	402-369-0200-10	Grant- Water Line Replace	$0	$0	$0	$0	**$0**	$0	0.00%	Talk to Keith (This moved to Wast
17	402-369-0200-20	North Main -CDBG	$0	$5,000	$585,000	$585,000	**$0**	($585,000)	-100%	$6280 was paid out to CPH for eng, services (Project being worked on now, will be completed by Oct. 2026)
18	402-369-0200-30	South Main -State Approp	$0	$9,605	$439,145	$0	**$0**	$0	0.00%	
19	402-369-0200-40	Prospect - State Approp	$0	$721,538	$1,452,738	$0	**$0**	$0	0.00%	
20	402-369-0200-50	Prospect - REDI Grant	$0	$0	$1,000,000	$0	**$0**	$0	0.00%	
21	402-369-0200-60	Lake Argenta & North Tower Water Main Improvements	$0	$0	$0	$700,000	**$0**	($700,000)		(Project being worked on now, will be completed by Oct. 2026)State Appropriations
		City Lake Street & South Tower Water Main Improvements (Design)					**$112,000**			State Appropriations
		Total Grants	**$0**	**$736,143**	**$3,476,883**	**$1,285,000**	**$112,000**	**($1,173,000)**	**-91%**	
22		**Total Revenues and Grants**	**$886,777**	**$1,442,435**	**$4,008,483**	**$1,763,713**	**$640,971**	**($1,122,742)**	**-64%**	

			2026-2027 Annual Budget Water Fund							
			Water Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	

2026/27 Enterprise Funds
Water Fund

			2026-2027 Annual Budget Water Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
Line			2023	2024	2025	2026	**2027**	2026	2026	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
			2023	2024	2025	2026	**2027**	2026	2026	
Line		**Expenditures**								
No		**Personnel Services**								
23	402-0033-533-1121-00	Staff Salaries *	$80,613	$85,536	$96,607	$101,437	**$106,509**	$5,072	5%	1/3 Keith Harris, 1/2 Matt McNamara and 100% Jason Brammeier. Remaining 2/3 for Keith Harris allocated to Public Works - Streets and Wastewater Depts. Remaining 1/2 for Matt McNamara allocated to Streets Dept.
24	402-0033-533-1141-00	Overtime	$8,742	$4,529	$3,600	$5,000	**$6,000**	$1,000	20%	Overrun is from Tank work. Company did not have resources needed and Jason had to
25	402-0033-533-1151-00	Christmas Bonus	$0	$0	$300	$300	**$300**	$0	0%	
26	402-0033-533-1152-00	Stand by Pay	$3,825	$5,075	$5,200	$5,200	**$5,200**	$0	0%	On call
27	402-0033-533-1153-00	Employee Incentives	$0	$0	$0	$1,000	**$1,000**	$0	0%	Certifications and training incentiv
28	402-0033-533-1211-00	FICA	$6,769	$7,073	$6,125	$6,289	**$8,148**	$1,859	30%	
29	402-0033-533-1211-50	Medicare	$0	$0	$1,983	$1,471	**$0**	($1,471)	-100%	Moved to FICA Allocation
30	402-0033-533-1221-00	Pension	$4,154	$4,153	$8,831	$8,622	**$9,053**	$431	5%	
31	402-0033-533-1231-00	Health & Life Insurance	$10,544	$31,984	$35,500	$35,500	**$35,500**	$0	0%	We will have a a savings this year
32	402-0033-533-1241-00	Worker Comp	$2,103	$3,639	$4,000	$4,267	**$4,313**	$46	1%	
33		Uniforms					**$1,352**	**$0**		
34		**Total Personnel Services**	**$116,751**	**$141,989**	**$162,146**	**$169,086**	**$177,375**	**$8,289**	**5%**	
		* Staff Salaries includes the Water Plant Operator and a portion of the Director, Supervisor & and one employee.								

2026/27 Enterprise Funds
Water Fund

			2026-2027 Annual Budget Water Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
Line			2023	2024	2025	2026	**2027**	2026	2026	

			2026-2027 Annual Budget Water Fund							
			Water Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
Line			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
No			2023	2024	2025	2026	**2027**	2026	2026	
		Operational Expenses								
35	402-0033-533-1261-00	OPEB Expense/Audit	$989	$0	$0	$0	**$0**	$0	0.00%	
36	402-0033-533-3313-00	Other Professional Services	$8,166	$7,269	$7,000	$7,000	**$7,000**	$0	0%	Water testing and misc services (Overages have taken place from extra testing with 2 new schools and tie ins)
37	402-0033-533-3321-00	Audit	$8,973	$16,290	$10,400	$5,000	**$7,056**	$2,056	41%	
38	402-0033-533-3341-00	Garbage Contract	$143,333	$141,632	$0	$0	**$0**	$0	0.00%	Moved to Solid Waste Dept.
39	402-0033-533-3411-00	Telephone/Internet	$7,421	$9,452	$8,400	$8,400	**$ 8,400.00**	$0	0%	Should be seeing some savings, currently working on getting quotes
40	402-0033-533-3412-00	Postage	$0	$0	$0	$0	**$0**	$0	0.00%	
41	402-0033-533-3431-00	Utility -electric	$26,302	$27,944	$28,000	$25,000	**$25,000**	$0	0%	
42	402-0033-533-3441-00	Rentals & Leases	$0	$0	$0	$0	**$0**	$0	0.00%	
43	402-0033-533-3451-00	Auto/Property/General Insurance	$37,909	$55,696	$45,500	$40,304	**$46,496**	$6,192	15%	
44	402-0033-533-3461-00	Building Repair	$222	$51	$1,200	$0	**$0**	$0	0.00%	
45	402-0033-533-3462-00	Vehicle Repair and Maint	$1,879	$901	$3,500	$2,000	**$2,000**	$0	0%	Jason's Truck
46	402-0033-533-3463-00	Equipment Repair and Maint	$48,683	$84,055	$38,000	$30,000	**$34,970**	$4,970	17%	Qtrly. Water Plant and South Water Tower inspections. Annual inspection of Walnut St. Water Tank. Also includes misc. repair and maintenance items. Need to increase based on billing this last year and aligning closer with 2025 original amended budget

2026/27 Enterprise Funds
Water Fund

			2026-2027 Annual Budget Water Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
Line			2023	2024	2025	2026	**2027**	2026	2026	
47	402-0033-533-3464-00	Fire Hydrant Repair & Maint	$0	$63,467	$0	$0	**$17,000**	$17,000	0.00%	ARPA -Previously (Keith Calling Contractor about remaining hydrants. We have 4 more to replace. With a budget of 17k to use before 12/31/2026
48	402-0033-533-3491-00	Other Charges	$8,469	$1,422	$1,700	$1,700	**$1,700**	$0	0%	
49	402-0033-533-3491-50	Bad Debt Expense/Coll. Agency	$0	$0	$0	$0	**$0**	$0	0.00%	
50	402-0033-533-3500-00	IT Support & License	$2,663	$3,422	$2,800	$2,800	**$2,024**	($776)	-28%	IT Services contract & Cisco Smart Net Annual Renewal
51	402-0033-533-3501-00	IT License	$0	$0	$24	$24	**$0**	($24)	-100%	
52	402-0033-533-3511-00	Office Supplies	$405	$1,129	$450	$450	**$450**	$0	0%	
53	402-0033-533-3521-00	Operating Supplies	$54,005	$77,659	$63,000	$50,000	**$60,000**	$10,000	20%	Chlorine and misc. supplies (material costs have increased.)
54	402-0033-533-3522-00	Gas	$5,398	$4,884	$3,300	$3,300	**$6,000**	$2,700	82%	Price of gas has increased, with new lines and testing more trips to the lab will also be taking place and have taken place.
55	402-0033-533-3522-10	Diesel Fuel	$0	$0	$400	$400	**$400**	$0	0%	
56	402-0033-533-3541-00	Membership & Training	$1,439	$5,220	$300	$300	**$300**	$0	0%	$300 Florida Rural Water Assoc. Membership renewal.
57	402-0033-533-3542-00	Cost Allocation- Gen Fund	$132,800	$43,811	$132,800	$132,800	**$132,800**	$0	0%	
58	402-0033-533-3545-00	Garbage Adm fee - Gen Fund	$15,711	$13,714	$0	$0	**$0**	$0	0.00%	Moved to Solid Waste Dept.
59	402-0033-533-6620-00	Water Main on Main St. Design (ARPA)	$0	$0	$0	$0	**$0**	$0	0.00%	
60	402-0033-581-7730-00	IFT Surplus to Gen Fund unrestricted bal	$0	$0	$0	$0	**$0**	$0	0.00%	
61	402-0033-581-7740-00	Depreciation	$92,219	$83,328	$0	$0	**$0**	$0	0.00%	
62		**Total Operational Expenses***	**$596,986**	**$641,346**	**$346,774**	**$309,478**	**$351,596**	**$42,118**	**14%**	

2026/27 Enterprise Funds
Water Fund

			2026-2027 Annual Budget Water Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
Line			2023	2024	2025	2026	**2027**	2026	2026	
63	402-0033-533-6630-00	EPA-SNAP Grant	$0	$0	$0	$0	**$0**	$0	0.00%	
64	402-0033-533-6630-85	North Main -CDBG**	$0	$0	$585,000	$585,000	**$0**	($585,000)	-100%	
65	402-0033-533-6630-90	South Main -State Approp	$0	$0	$439,145	$0	**$0**	$0	0.00%	
66	402-0033-533-6630-95	Prospect - State Approp	$0	$0	$1,452,738	$0	**$0**	$0	0.00%	
67	402-0033-533-6630-98	Prospect - REDI grant	$0	$0	$1,000,000	$0	**$0**	$0	0.00%	
???	402-0033-533-6630-99	Lake Argenta & North Tower Water Main Improvements	$0	$0	$0	$700,000	**$0**	($700,000)		
		City Lake Street & South Tower Water Main Improvements (DESIGN)					**$112,000**			New State Appropriations
		Total Grants	**$0**	**$0**	**$3,476,883**	**$1,285,000**	**$112,000**	**($1,173,000)**	**-91%**	

			2026-2027 Annual Budget Water Fund							
			Water Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
Line			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
No			2023	2024	2025	2026	2027	2026	2026	
68		**Total Operational Expenses and Grants+ Personnel**	**$713,738**	**$783,335**	**$3,985,803**	**$1,763,564**	**$640,971.2**	**($1,122,593)**	**-64%**	
69		**Change in Net Position**	**$173,039**	**$659,100**	**$22,680**	**$149**	**($0)**	**($149)**	**-100%**	**(Total Revenue- Total personnel Services- Total Grant expenses)**
* Footnote: Non-Recurring Grant Expenses havebeen excluded from Total Operational Expenses in order to get a clear picture of the Water Dept. expenses.										

2026/27 Enterprise Funds
Wastewater Budget

			2026-2027 Annual Budget							
			Wastewater Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
			2023	2024	2025	2026	**2027**	2027	2027	
Line		**Revenues**								
No	Account #									
1		Charges for Services								
2	403-343-0200-00	Wastewater Charges	$422,406	$496,665	$520,200	$521,498	**$547,573**	$26,075	5%	5% increase in wasterwater rate. $521498 x 5% for this line item
3	403-343-0220-00	10% Sales for Maintenance	$44,407	$48,122	$0	$0	**$0**	$0	0.00%	Posted in the Wastewater Repair and Replacement Fund. STEVE Check
4	403-343-0910-00	Cut in Charge	$1,200	$800	$3,200	$3,200	**$3,200**	$0	0%	$800 per customer
5		**Total Charges for Services**	**$468,013**	**$545,917**	**$523,400**	**$524,698**	$550,773	**$26,075**	**5%**	
6	403-361-0100-00	Interest Income	$0	$0	$0	$0	**$0**	$0	0.00%	
7	403-365-0100-00	Sale of Surplus Equipment	$0	$4,050	$0	$0	**$0**	$0	0.00%	
8	403-202-0051-00	17% Collection Agency Fee	$0	$330	$0	$0	**$0**	$0	0.00%	
9	403-369-0210-00	Uneraned Revenue - ARPA	$0	$0	$0	$0	**$0**	$0	0.00%	
10	403-381-1000-00	Transfer from General Fund	$64,051	$0	$0	$0	**$0**	$0	0.00%	
11		Total Other	$64,051	$4,380	$0	$0	**$0**	$0	0.00%	
12		**Total Revenues**	**$532,064**	**$550,298**	**$523,400**	**$524,698**	$550,773	**$26,075**	**5%**	
13	**403-369-0200-10**	**Bay Street - CDBG**	**$0**	**$0**	**60000**	**$0**	**0**	**0**	**0.00%**	**Project is to take place in FY26, 60k**
14		Wastewater Treatment Facility Improvements (Design)					**$50,000**	$50,000	0.00%	State Appropriations for 26-27
15		**Total Grants**	**$0**	**$0**	**$60,000**	**$60,000**	$50,000	**($10,000)**	**-17%**	
16		**Total Revenues and Grants**	**$532,064**	**$550,298**	**$583,400**	**$584,698**	$600,773	**$16,075**	**3%**	

* Footnote: Non-Recurring Grant Revenue has been excluded from Total Revenues in order to get a clear picture of how much revenue the Wastewater Dept. is generating.

2026/27 Enterprise Funds
Wastewater Budget

			2026-2027 Annual Budget							
			Wastewater Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
			2023	2024	2025	2026	**2027**	2027	2027	
			2026-2027 Annual Budget							
			Wastewater Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
			2023	2024	2025	2026	**2027**	2026	2026	
Line		**Expenditures**								
No		Personnel Services								
17	403-0035-535-1121-00	Staff Salaries *	$39,892	$69,550	$88,443	$92,865	**$97,508**	$4,643	5%	1/3 Keith Harris, Open Position ($17/hr.) - 50% Matt and 100% Herschel Vandriver. Remaining 2/3 for Keith Harris allocated to Public Works - Streets and Water Depts.
18	403-0035-535-1141-00	Overtime	$665	$1,228	$2,000	$2,000	**$2,000**	$0	0%	
19	403-0035-535-1151-00	Christmas Bonus	$0	$0	$300	$300	**$300**	$0	0%	
20	403-0035-535-1153-00	Employee Incentives	$0	$0	$0	$2,000	**$2,000**	$0	0%	Certifications and training incentive
20	403-0035-535-1211-00	FICA	$2,042	$4,598	$5,373	$5,758	**$7,459**	$1,701	30%	
21	403-0035-535-1211-50	Medicare	$0	$0	$1,513	$1,347	**$0**	($1,347)	-100%	Moved to FICA Allocation
22	403-0035-535-1221-00	Pension	$1,923	$2,034	$7,529	$7,894	**$8,288**	$394	5%	
23	403-0035-535-1231-00	Health & Life Insurance	$10,708	$12,849	$11,200	$11,200	**$11,200**	$0	0%	
24	403-0035-535-1241-00	Worker Comp	$2,103	$3,639	$4,000	$4,267	**$4,313**	$46	1%	Based on Actual 2025 Renewal allocation spreadsheet
25		**Total Personnel Services**	**$57,332**	**$93,898**	**$120,358**	**$127,631**	**$133,069**	**$5,438**	**4%**	

2026/27 Enterprise Funds
Wastewater Budget

Line No			2026-2027 Annual Budget Wastewater Fund Audited 2023	Un-Audited 2024	Amended Budget 2025	Adopted Budget 2026	Budgeted 2027	Dollar Increase (Decrease) 2027	Percent Increase (Decrease) 2027	Comments
			2026-2027 Annual Budget Wastewater Fund Audited 2023	Un-Audited 2024	Amended Budget 2025	Adopted Budget 2026	Budgeted 2027	Dollar Increase (Decrease) 2026	Percent Increase (Decrease) 2026	Comments
		Operational Expenses								
26	403-0035-535-3312-00	Other Professional Services	$98,666	$67,291	$50,000	$67,291	**$67,291**	$0	0%	Biofermenation, lab services/misc. services. (We need to shop this) We need to put an RFQ and or find a piggy back contract. We are using a significant amount of this material. We need to find an alt solution.
27	403-0035-535-3321-00	Audit	$10,140	$16,290	$10,400	$10,400	**$7,056**	($3,344)	-32%	
28	403-0035-535-3411-00	Telephone/Internet	$3,267	$1,292	$2,300	$2,300	**$ 1,756.77**	($543)	-24%	
29	403-0035-535-3431-00	Utility -electric	$31,065	$28,810	$30,000	$30,000	**$30,000**	$0	0%	
30	403-0035-535-3441-00	Rentals & Leases	$833	$608	$1,000	$1,000	**$1,000**	$0	0%	
31	403-0035-535-3451-00	Auto/Property/General Insurance	$37,909	$69,130	$60,500	$40,304	**$46,496**	$6,192	15%	Based on Actual 2025 Renewal allocation spreadsheet (Steve See Comment)
32	403-0035-535-3461-00	Building Repair	$600	$16,335	$1,000	$2,500	**$4,744**	$2,244	90%	Needed Repairs to Facility (Building was constructed in early 2000's) We need to work on a deffered maintance program. Cost for repair are increasing
33	403-0035-535-3462-00	Vehicle Repair and Maint	$392	$1,010	$3,500	$3,198	**$3,198**	$0	0%	Includes $2,500 for Tires & Oil
34	403-0035-535-3463-00	Equipment Repair and Maint	$26,943	$22,633	$23,000	$23,000	**$39,487**	$16,487	72%	Lift Station Repair is needed throughout the city. There are some that are more expensive than others. Unforeseen costs can occur. That is the reason I have taken the surplus and added it to this line item.

2026/27 Enterprise Funds
Wastewater Budget

			2026-2027 Annual Budget						
			Wastewater Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
			2023	2024	2025	2026	**2027**	2027	2027	
35	403-0035-535-3464-00	Loss on Disposal of Equipment	$0	$255	$0	$0	**$0**	$0	0.00%	
36	403-0035-535-3491-00	Other Charges	$7	$0	$0	$15,000	**$15,000**	$0	0%	2026-27 New Electric Security Gate
37	403-0035-535-3491-50	Bad Debt Expense/Coll. Agency	$0	$0	$0	$0	**$0**	$0	0.00%	
38	403-0035-535-3500-00	IT Support & License	$2,632	$3,294	$3,000	$3,000	**$4,280**	$1,280	43%	
39	403-0035-535-3501-00	IT License	$0	$0	$30	$150	**$0**	($150)	-100%	Cisco Smart Net Renewal
40	403-0035-535-3511-00	Office Supplies	$0	$450	$400	$400	**$400**	$0	0%	
41	403-0035-535-3521-00	Operating Supplies	$11,454	$19,867	$14,000	$14,000	**$16,543**	$2,543	18%	Chlorine and misc. supplies (Chlorine cost have significantly increased)
42	403-0035-535-3522-00	Gas	$5,564	$2,936	$1,350	$1,350	**$1,500**	$150	11%	Xost of fuel has increased
43	403-0035-535-3522-10	Diesel Fuel	$0	$0	$400	$400	**$500**	$100	25%	Xost of fuel has increased
44		Uniforms					**$1,352**			
45	403-0035-535-3541-00	Membership &Training	$530	$0	$300	$300	**$500**	$200	67%	Florida Rural Water Association renewal
46	403-0035-535-3542-00	Cost Allocation- Gen Fund	$143,368	$72,500	$145,000	$145,000	**$145,000**	$0	0%	
47	403-0035-535-6630-00	Septic to Sewer Conversion Proj (ARPA)	$8,806	$0	$0	$0		$0	0.00%	
48	403-0035-535-6641-00	Equip & Machinery	$0	$0	$5,000	$5,000	**$6,500**	$1,500	30%	All equipment and machinery is aging, we need several upgrades.
49	403-0035-581-7730-00	IFT Surplus to Gen Fund unrestricted bal	$0	$0	$0	$0	**$0**	$0	0.00%	
50	403-0035-581-7733-00	WW Bond Payment Interest (Southstate)	$30,777	$26,579	$25,100	$25,100	**$25,100**	$0	0%	
51	403-0035-581-7740-00	Depreciation	$103,109	$105,827	$0	$0	**$0**	$0	0.00%	
52		**Total Operational Expenses**	**$516,059**	**$455,107**	**$376,280**	**$389,693**	**$417,703**	**$28,010**	**7%**	
53	403-0035-535-6620-60	Bay Street - CDBG	$0	$0	$60,000	$60,000	**$0**	($60,000)	-100%	Will be completed in 25-26 per PW Director
53		Wastewater Treatment Facility Improvements (Design)	$0	$0		$0	**$50,000**			2026-27 State Appropriations
		Total Grants	**$0**	**$0**	**$60,000**	**$60,000**	**$50,000**	**($10,000)**	**-17%**	
`		**Total Operational Expenses and Grants+ Personnel**	**$573,392**	**$549,005**	**$556,638**	**$577,324**	**$600,773**	**$23,449**	**4%**	
##		**Change in Net Position**	**($41,328)**	**$1,293**	**$26,762**	**$7,374**	**$0**	**($7,374)**	**-100%**	
* Footnote: Non-Recurring Grant Expenses have been excluded from Total Operational Expenses in order to get a clear picture of the Wastewater Dept. expenses.										

2026/27 Enterprise Funds
Wastewater Budget

			2026-2027 Annual Budget						
			Wastewater Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
			2023	2024	2025	2026	**2027**	2027	2027	

2026/27 Enterprise Funds
Gas Fund

			2026-2027 Annual Budget							
			Gas Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
			2024	2025	2025	2026	**2027**	2027	2026	
Line		note: Non-Recurring Grant Revenue has been excluded from Total Revenues in order to get a clear picture of how much revenue the Gas Dept. is generating.								
No	Account #	**Revenues**								
1		Charges for Services								
2	401-115-0010-00	Accounts Receivable	$0	$0	$0	$0	**$0**	$0	0.00%	
3	401-220-0050-00	Customer Deposits	$0	$0	$0	$0	**$0**	$0	0.00%	
4	401-229-0050-00	Gross receipt tax	$0	$0	$0	$0	**$0**	$0	0%	Pass-Through acct. Not budgeted
5	401-229-0100-00	Utility Tax- Crescent City	$0	$0	$0	$0	**$0**	$0	0%	Pass-Through acct. Not budgeted
6	401-229-0200-00	Utility Tax- Pomona Park	$0	$0	$0	$0	**$0**	$0	0%	Pass-Through acct. Not budgeted
7	401-229-0250-00	Franchise Fee - Pomona Park	$0	$0	$0	$0	**$0**	$0	0%	Pass-Through acct. Not budgeted
8	401-229-0400-00	Utility Tax- Welaka	$0	$0	$0	$0	**$0**	$0	0%	Pass-Through acct. Not budgeted
9	401-229-0450-00	Franchise Fee - Welaka	$0	$0	$0	$0	**$0**	$0	0%	Pass-Through acct. Not budgeted
10	401-229-0600-00	State Sales Tax	$0	$0	$0	$0	**$0**	$0	0%	Pass-Through acct. Not budgeted
11	401-343-0050-00	Gas Sales Non-Tax Resident (Sales and Usage)	$415,407	$434,787	$527,400	$475,000	**$589,451**	$114,451	22%	Current minimum charges $16/residental per/customer + usage AJDUSTMENTS NEED TO BE MADE ($18)+ Usage for this number
12	401-343-0100-00	Sales Tax Non-Resident	$5,880	$0	$0	$0	**$0**	$0	0%	
13	401-343-0300-00	Gas Sale - Taxable Commercial (Sales and Usage)	$138,756	$135,833	$146,796	$146,796	**$154,942**	$8,146	6%	Current minimum charges $22/ commercial/ per customer + usage ADJUSTMENTS NEED TO BE MADE ($22) + Usage for this number
14	401-343-0400-00	Gas Sales Comm- Non Tax (Churches & Schools) FD City Hall etc.	$50,690	$43,676	$61,354	$64,422	**$64,422**	$0	0%	Current minimum charges $22. (Usage + Min.)
15	401-343-0500-00	Misc. Tax Sales	$3,580	$8,620	$4,750	$7,807	**$7,807**	$0	0%	5% over actuals in 2025
16	401-343-0980-00	Service Charge	$27,723	$23,306	$30,600	$30,000	**$30,000**	$0	0%	$50 admin fee for new account and minimum $85 service fee. New gas service minimum charge $1,000 -$1,500. (Need to look at adding the school into this from other income) Maybe take it and have spelled out as too what it is
17		**Total Charges for Services**	**$642,036**	**$646,222**	**$770,900**	**$724,025**	**$846,622**	$122,597	17%	

2026/27 Enterprise Funds
Gas Fund

			2026-2027 Annual Budget							
			Gas Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
			2024	2025	2025	2026	**2027**	2027	2026	
						$0		$0		
18	401-369-0200-00	Other income	$3,263	$0	$0	$0	**$0**	$0	0%	**New Elementary School Gas Hook-Up**
19	401-365-0100-00	Sale of Surplus Equipment	$0	$0	$0	$0	**$0**	$0		
	401-381-1000-00	Transfer from General Fund	$0	$185,150	$0	$0	**$0**	$0	0%	
21	20	**Total Other**	**$3,263**	**$185,150**	**$0**	**$0**	**$0**	$0	**0%**	
								$0		
22		**Total Revenues***	**$645,299**	**$831,372**	**$770,900**	**$724,025**	**$846,622**	$122,597	**17%**	
								$0	0%	
23	401-369-0250-00	Grant - Gas line relocation	$1,096,305	$0	$0	$1,500,000	**$0**	($1,500,000)	0%	State is holding approx. $40K Hwy 17 future use (4 lane project in satsuma, to start in FY27-28) Money to be set in for future possible work for construction DESIGN CHANGES. Katie Hall set this up with FGU
24	401-369-0260-00	Grant - PHMSA	$0	$0	$0	$0	**$1,500,000**	$1,500,000	0%	Rec. Grant released approx. June (FGU will hold funds send bill and we pay that back with 10% interest. (Credit Line) Pipeline Hazardous Material Safety Administration **(We have spent Approx. $51,353 as of July 7, 2026)**
25		**Total Grants**	**$1,096,305**	**$0**	**$0**	**$1,500,000**	**$1,500,000**	$0	**0%**	
								$0		
26		**Total Revenues and Grants**	**$1,741,604**	**$831,372**	**$770,900**	**$2,224,025**	**$2,346,622**	$122,597	**16%**	

2026/27 Enterprise Funds
Gas Fund

			2026-2027 Annual Budget							
			Gas Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
			2024	2025	2025	2026	**2027**	2027	2026	
								$0		
	Interesting facts;									
a	Active customers	**1300**		Number of employees						
b	Average number of customers per employee	**325**		Miles of gas system (Mains + Services)						
c	The Florida Public Service Commission governs the City Gas System except for rate increases									
d	The current gas system was created in 1963 with the original cost of $350,000									
e	The gas line to Satsuma is completed and was not included in fiscal year 2024. 2.5 miles of 4 inch plastic gas main with 100psi									
f	The PHMSA grant will rebuild five of the 1963 regulator stations at the City, Lake Como, Pomona Park, Welaka and									
g	San Mateo. Also replace all 3 and 2 1/2 inch low pressure steel gas mains/ 5 miles or more plus replace all 1 1/2 in ch gas mains									
h	(Steel & PE) 15 miles or more. / Gas industry does not use 1-1/2” pipe in new construction. Replace all X-Trub gas mains of all									
i	sizes / PSC wants all x-Trub removed from all gas systems! Replace 12 out of date farm taps. Rework I steel casing with Cathodic									
j	protection problems. Possibly install modern odorization system at the FGT/CCNC gate station in E. Palatka on Hwy 17.									
k	Possibly install an anti-static suppression system in the FGT/CCNG gate station in east Palatka on Hwy 17.									

2026/27 Enterprise Funds
Gas Fund

			2026-2027 Annual Budget							
			Gas Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
			2024	2025	2025	2026	**2027**	2027	2026	

			2026-2027 Annual Budget							
			Gas Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
			2023	2024	2025	2026	**2027**	2026	2026	
Line		**Expenditures**								
No		**Personnel Services**								
27	401-0032-532-1111-00	Executive Salaries *	$50,456	$53,280	$60,930	$63,977	**$67,176**	$3,199	5%	5% Increase
28	401-0032-532-1121-00	Staff Salaries **	$93,345	$122,887	$154,110	$161,816	**$169,907**	$8,091	5%	5% Increase
29	401-0032-532-1141-00	Overtime	$1,641	$878	$2,200	$1,000	**$2,000**	$1,000	45%	
30	401-0032-532-1151-00	Christmas Bonus	$0	$0	$500	$500	**$500**	$0	0%	5 total emplyees, this includes Dave Frank @ $100 each
31	401-0032-532-1153-00	Employee Incentives	$0	$0	$0	$500	**$500**	$0	0%	Separate pay for Certifications/Associations
32	401-0032-532-1152-00	Stand by Pay	$3,900	$5,075	$5,200	$5,000	**$5,000**	$0	0%	
33	401-0032-532-1211-00	FICA	$11,051	$13,754	$12,937	$14,000	**$18,137**	$4,137	32%	
34	401-0032-532-1211-50	Medicare	$0	$0	$4,013	$3,274	**$0**	($3,274)	-82%	Moved to FICA Allocation
35	401-0032-532-1221-00	Pension	$7,481	$7,192	$18,888	$19,192	**$20,152**	$960	5%	
36	401-0032-532-1231-00	Health & Life Insurance	$38,220	$11,134	$42,000	$42,000	**$42,000**	$0	0%	
37	401-0032-532-1241-00	Worker Comp	$2,103	$3,639	$4,000	$4,452	**$4,313**	($139)	-3%	
38		**Total Personnel Services**	**$208,196**	**$217,839**	**$304,778**	**$315,711**	**$329,685**	$13,974	**5%**	
		* Natural Gas Manager Position								
		** 4 existing positions								
		Footnote:	Salaries include five current employees							

2026/27 Enterprise Funds
Gas Fund

			2026-2027 Annual Budget						
			Gas Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
			2024	2025	2025	2026	**2027**	2027	2026	
			2026-2027 Annual Budget							
			Gas Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
Line			2023	2024	2025	2026	**2027**	2026	2026	
No		**Operational Expenses**								
39	401-0032-532-1261-00	OPEB Expense/Audit	$0	$175	$0	$0	**$0**	$0	0%	
40	401-0032-532-3313-00	Medical Testing	$151	$0	$150	$120	**$120**	$0	0%	
41	401-0032-532-3314-00	Other Professional Services	$14,584	$3,576	$3,500	$3,500	**$3,500**	$0	0%	Sunshine State One Call and misc. services (Need to find out where direction bore cost are) DAVE
42	401-0032-532-3321-00	Audit	$11,970	$16,290	$10,400	$6,000	**$7,056**	$1,056	10%	Look into spread
43		Accounting Specialist	$0	$0	$0	$0	**$0**	$0	0%	Julieann Klein Services
44	401-0032-532-3342-00	Other contracts	$1,371	$2,022	$2,000	$2,000	**$1,200**	($800)	-40%	Gas Regulatory Assessment Fee (Reduction discussion with Dave, felt comfortable with reducing to 1200 from 2k) looking at history and usage
45	401-0032-532-3411-00	Telephone/Internet	$3,996	$3,907	$4,000	$4,000	**$ 1,756.77**	($2,243)	-56%	
46	401-0032-532-3412-00	Postage	$25	$108	$1,300	$506	**$506**	$0	0%	
47	401-0032-532-3441-00	Rental and Leases	$0	$0	$0	$0	**$0**	$0	0%	
48	401-0032-532-3451-00	Auto/Property/General Insurance	$14,771	$56,101	$55,500	$20,153	**$33,137**	$12,984	23%	(Based on n allocation spreadsheet) CSX Liability Ins. $13,300
49	401-0032-532-3461-00	Building Repair and Maintenance	$0	$0	$500	$500	**$900**	$400	80%	maintenance and roof repairs etc. will need worked on this year
50	401-0032-532-3462-00	Vehicle Repair and Maint	$3,060	$4,705	$8,500	$4,000	**$5,000**	$1,000	12%	Need to continue looking into Lease for (Maint, etc…Fuel economy would be better with newer trucks
51	401-0032-532-3463-00	Equipment Repair and Maint	$1,538	$1,859	$3,000	$1,000	**$2,000**	$1,000	33%	Computer fusion machine this year cost was 1800 for just a cord. It was a one-off

2026/27 Enterprise Funds
Gas Fund

			2026-2027 Annual Budget							
			Gas Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
			2024	2025	2025	2026	**2027**	2027	2026	
52	401-0032-532-3480-50	Advertising	$1,750	$2,151	$2,000	$1,500	**$1,500**	$0	0%	Paper and internet advertising (Cost are increasing and we have to advertise 811 and call before you dig, also emergency items such as disasters or special billings.)
53	401-0032-532-3491-00	Other Charges	$2,956	$0	$0	$15,000	**$35,000**	$20,000	0%	75K CC Elementary Gas line extension 37K (Reimbursements have already been made. Dave Frank is retiring in December 2025. Dave will be helping out when needed until a new Natural Gas Director is hired. (Consulting cost)
54		Uniforms					**$1,352**			
55	401-0032-532-3500-00	IT Support & License	$2,486	$5,194	$4,500	$4,500	**$4,280**	($220)	-5%	IT Support and License for Adobe, Cicso and year renewal
56	401-0032-532-3501-00	IT License	$78	$302	$800	$800	**$0**	($800)	-100%	
57	401-0032-532-3511-00	Office Supplies	$2,347	$1,223	$1,200	$1,000	**$1,000**	$0	0%	
58	401-0032-532-3521-00	Operating Supplies	$21,896	$27,295	$30,000	$17,000	**$17,000**	$0	0%	We are having to order things not budgeted but then being reimbursed for them after the fact. VERIFY W/DAVE
59	401-0032-532-3522-00	Gasoline	$12,682	$9,412	$8,500	$7,500	**$7,500**	$0	0%	Cost of fuel has increased and as syetem expands we will need more fuel. A more fuel eff truck/fleet will save money in the long run.
60	401-0032-532-3522-10	Diesel Fuel	$0	$0	$200	$200	**$200**	$0	0%	
61	401-0032-532-3523-00	Natural Gas Purchase	$178,736	$152,589	$190,000	$171,527	**$211,225**	$39,698	21%	Projections provided Dave we cannot predict cost but new inititiave by FGU will surpress costs for end users and the city.

2026/27 Enterprise Funds
Gas Fund

			2026-2027 Annual Budget						
			Gas Fund					Dollar	Percent	
					Amended	Adopted		Increase	Increase	
			Audited	Un-Audited	Budget	Budget	**Budgeted**	(Decrease)	(Decrease)	Comments
			2024	2025	2025	2026	**2027**	2027	2026	
62	401-0032-532-3524-00	Resale Items	$1,329	$5,809	$1,000	$4,000	**$8,000**	$4,000	400%	Parts sales 25% over last year. Demand for gas parts for appliances is increasing. (This is Parts we purchase) Those parts are then sold to customers when needed. VERIFY W/DAVE
63	401-0032-532-3541-00	Membership/Training	$820	$0	$1,000	$1,000	**$1,000**	$0	0%	Each employee (we pay FGU and FMGU and SHRIMP)
64	401-0032-532-3542-00	Cost Allocation- Gen Fund	$113,128	$35,075	$113,100	$113,100	**$113,100**	$0	0%	General Fund Administration Cost
65	401-0032-532-6645-50	Gas Line Relocation	$0	$0	$0	$0	**$0**	$0	0%	
66	401-0032-581-7721-00	Interest Debt Service	$0	$0	$27,000	$0	**$0**	$0	0%	
67	401-0032-581-7721-50	Interest expense-FGU gas line of credit	$0	$0	$0	$0	**$0**	$0	0%	
68	401-0032-581-7731-00	IFT Surplus to Gen Fund unrestricted bal	$0	$0	$0	$0	**$0**	$0	0%	
69	401-0032-581-7736-00	Bond interest	$25,552	$26,388	$0	$27,000	**$27,000**	$0	0%	Paying 5% interest. (Yearly payment for1997 6" steel gas main hwy 17 main. Moved from Intrest Debt Service. Remaining debt exceeds $200K
70	401-0032-581-7740-00	Depreciation	$99,619	$171,002	$0	$0	**$0**	$0	0%	
		Truck Allowance(Purchase or Lease Options)					**$33,604**			Lease Option at 1387/mo No down payment (10k Uplift- Lights, flashers, decals) + 1500 for Maintenance Plan (Savings of 111.84/mo or $1342.08/ year
		Total Operational Expenses*	**$514,845**	**$525,183**	**$468,150**	**$405,906**	**$516,937**	$111,031	**24%**	
71	401-0032-532-6645-60	PHMSA Grant	$0	$0	$0	$1,500,000	**$1,500,000**		0%	
72		**Total Operational Expenses and Grants+ Personnel**	**$723,042**	**$743,022**	**$772,928**	**$2,221,617**	**$2,346,622**		**0%**	
73		**Change in Net Position**	**$1,018,562**	**$88,350**	**($2,028)**	**$2,408**	**$0**	**$1,502,028**	**-100%**	**(Total Revenue- Total personnel Services- Total Grant expenses)**

* Footnote: Non-Recurring Grant Expenses have been excluded from Total Operational Expenses in order to get a clear picture of the Gas Dept. expenses.

2026-27 Solid Waste Fund

Line No	Account #		2026-2027 Annual Budget Solid Waste Audited 2023	Un-Audited 2024	Amended Budget 2025	Adopted Budget 2026	**Budgeted 2027**	Dollar Increase (Decrease) 2027	Percent Increase (Decrease) 2027	Comments
		Revenues								
1		Charges for Services	$0	$0	$0	$0	**$0**	$0	0.00%	
2	402-343-0130-00	Solid Waste Fees	$150,481	$150,770	$174,700	$179,814	**$184,023**	$4,209	2%	Moved from Water Dept. 575 Customers x $24.67 plus $2 CC Admin Fee =($26.67) /mo (575x26.67)x12=Total Yearly (Current$26.06) CC not increasing admin fees
3		Total Charges for Services	$150,481	$150,770	$174,700	$179,814	**$184,023**	$4,209	2%	
		Expenditures								
		Operational Expenses								
4	402-0033-533-3341-00	Garbage Contract	$143,333	$141,632	$160,300	$166,000	**$170,223**	$4,223	3%	(Base Contract = 575x$24.67x12mo) Received Letter on June 15, 2026
5	402-0033-533-3545-00	Garbage Adm fee - Gen Fund (Indi	$15,711	$13,714	$14,400	$13,814	**$13,800**	($14)	0%	VERIFY WITH JOCELYN Per Month cost back to General Fund ($1151.57)/mo ---(2 x 575 x 12)
6		**Total Operational Expenses**	**$159,044**	**$155,346**	**$174,700**	**$179,814**	**$184,023**	**$4,209**	**2%**	
		Change in Net Position	**($8,564)**	**($4,575)**	**$0**	**$0**	**$0**	**$0**	**0.00%**	

Business Impact Estimate

Ordinance 2026-15 Amending the Fee Schedule

This Business Impact Estimate is provided in accordance with section 125.66(3), Florida Statutes. If one or more boxes are checked below, this means the County is of the view that a business impact estimate is not required by state law[1] for the proposed ordinance, but the County is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

☐ The proposed ordinance is required for compliance with Federal or State law or regulation;

☐ The proposed ordinance relates to the issuance or refinancing of debt;

☒ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;

☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the county government;

☐ The proposed ordinance is an emergency ordinance;

☐ The ordinance relates to procurement; or

☐The proposed ordinance is enacted to implement the following:

a. Development orders and development permits, as those terms are defined in s. 163.3164, and, development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243;

b. Comprehensive Plan amendments and land development regulation amendments initiated by an application by a private party other than the county;

c. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;

d. Section 553.73, Florida Statutes, relating to the Florida Building Code; or

e. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

[1] See Section 125.66(3)(c), Florida Statutes.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the County hereby publishes the following information:

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

Public Purpose:
Ordinance 2026-16 updates multiple City service fees, structured in Schedules A through I. Updates include administrative fees, utility connection and consumption charges, enforcement fees, solid-waste charges, special event fees, and business tax receipt adjustments. The purpose is to maintain cost recovery, reflect updated service or labor costs, and ensure adequate funding across public health, safety, infrastructure, utility operations, and regulatory functions.

See next sheet for further information--------→

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

Businesses may experience increased costs when using City services impacted by fee changes. Review of the attached ordinance shows increases in:
• Gas rate minimums (residential and commercial)
• Water and wastewater monthly consumption rates (5% annual increase applied)
• Sewer minimum rates for residential, commercial, and industrial users
• Solid waste rate increase (residential only)
• Planning & zoning application fees for development activity
• Code enforcement fees, including inspections, administrative charges, and abatement costs
• Business tax receipts (5% biennial increase capped at $50)
• Special event permit fees depending on crowd size

These adjustments represent **incremental cost increases**, not new categories of fees. Actual cost impact varies by business type (commercial rental, retail, development firms, event organizers, restaurants, apartments, industrial users, etc.)

Direct Compliance Costs:
No new regulatory requirements are created. Businesses only incur direct service-related costs if they choose or require a City service affected by the fee update. Compliance burdens remain unchanged.
New Charges or Fees:
No new categories of fees are created beyond what already existed in Schedules A–I. However, several fees **increase**, including:
• Gas rate minimums revised from $18 → $21 (residential) and $22 → $25 (commercial)
• Water rate tiers adjusted upward (5% increases applied)
• Sewer minimums adjusted upward
• Solid waste base fee increased from $24.06 → $24.67
• Business tax receipts updated per biennial formula-no change 5% Increase every other year with a $50.00 cap starting in 2023
• Planning & zoning fee increases or reconfirmations
• Code enforcement fee adjustments
All increases are documented within each Schedule.
City Regulatory Costs:
The City's cost of regulation is offset by updated fees that better match labor, equipment, and operating expenses. The ordinance does not impose additional inspection, enforcement, or administrative requirements on businesses beyond current practice.

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

The impact depends on the service used:
• **Utility Users:** All commercial water, gas, and sewer customers (likely 20–40 local businesses).
• **Business Tax Receipt:** All businesses operating within City limits.
• **Planning/Zoning Applicants:** Developers and property owners submitting rezonings, subdivisions, site plans, or comprehensive plan amendments.
• **Event Organizers:** Businesses hosting special events using city facilities or requiring public safety support.
• **Code Enforcement Cases:** Businesses subject to code compliance action.
Estimated number of businesses potentially impacted: **up to 40**, based on Crescent City's small commercial base. (Population: **1,719 residents**.)

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

• Fee adjustments ensure proportionality to actual City costs for labor, utilities, public safety, and development review.
• No millage rate or tax changes are part of this ordinance.
• Fee increases follow standardized formulas (e.g., 5% annual utility increase, biennial BTR increase).
• Many fees remain unchanged; some are tied strictly to cost recovery (e.g., cost-basis reproduction fees).

ORDINANCE NO. 2026-15

AN ORDINANCE OF THE CITY OF CRESCENT CITY, FLORIDA, AMENDING THE SCHEDULE OF FEES TO BE CHARGED BY THE CITY OF CRESCENT CITY, FOR NOISE, NATURAL GAS, GENERAL REPRODUCTION SERVICES, BUSINESS TAX RECEIPTS, PLANNING AND ZONING, SPECIAL EVENTS, PARKS, CODE ENFORCEMENT, WATER, WASTEWATER; PROVIDING FOR REPEAL OF PRIOR FEE ORDINANCES AND RESOLUTIONS IN CONFLICT, SERVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the City Commissioners for the City of Crescent City, Florida, authorized under Florida Statutes and the City Charter for the City of Crescent City to adopt fees necessary to protect the health, safety, and welfare of the citizens of Crescent City in order to implement the City's Comprehensive Plan, Land Development Code, Code of Ordinances and provide other basic services, as each may be amended from time to time; and

WHEREAS, the provision of services related to the implementation of these regulations cost the City a substantial amount of money; and

WHEREAS, the City needs to recoup a portion of the costs for these services when rendered to a specific person to avoid burdening the 1axpayers with the cost of such services to that person and

WHEREAS, the City recogniz.es that it must balance the cost of the services with the potential impact of the redevelopment of vacant and substandard housing and commercial buildings and lots, which can lead to longer-term sustainable revenue streams that support the City's obligation to protect the health, safety, and welfare of its citizens; and

WHEREAS, the current fee schedules do not appear to properly balance the costs to the City and the need to promote redevelopment and revitalization of the community; and

NOW THEREFORE, BE IT ENACTED by the City Commission of the City of Crescent City, Florida, in a meeting assembled on the 24th day of September 2026:

SECTION 1. SHORT TITLE
This Ordinance shall be known as and may be cited by the short title of "CRESCENT CITY FEE SCHEDULE".

SECTION 2. FEES
The fees and charges set forth in the attached Schedule "A" through "I" are hereby adopted. Unless otherwise stated in this schedule or the City Commission determines, after a consideration of an application for a fee waiver/reduction at a public meeting, that hardship has been established warranting a lesser fee or the waiver of a fee, fees that are set at $ 100 or less are completely non-refundable, and in all other cases where a refund is requested there shall be a minimum fee of $75.00 that shall be non-refundable in order to cover the administrative costs associated with processing the application and maintaining pertinent records.

SECTION 3. CONFLICT AND REPEAL OF PRIOR FEE ORDINANCES AND RESOLUTIONS
This Ordinance shall serve to repeal and supersede all prior fee ordinances and resolutions, or portions thereof, in conflict with this Ordinance, including but not limited to the following: Ordinance 2016-01, Ordinance 2023-05, Ordinance 2022-17, Ordinance 2022-21, Ordinance 2022-22, Ordinance 2022-20, Ordinance 2023-11, Ordinance 2024-15 and Ordinance 2025-11.

Fees or fines provided elsewhere in the City's Code of Ordinances not specifically listed in this Ordinance shall remain in full force and effect.

SECTION 4. SEVERABILITY
If any portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed separate, and such holdings shall not affect the validity of the remaining portions.

SECTION 5. EFFECTIVE DATE

This ordinance 2026-15 shall take effect upon adoption.

DONE, ORDERED, AND ADOPTED this 24th day of September 2026.

FIRST READING: approved on this ___ day of _____ 2026.
ADOPTED ON SECOND READING on this ____ day of _____ 2026.

CITY COMMISSION, City of Crescent City, Florida

By: _____
Michele Myers, Mayor

Approved for form and content by:

_____
Donald Holmes, City Attorney

Attest:

_____
Derek Martin, City Manager

BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF CRESCENT CITY, FLORIDA:

Schedule "A"
Noise Violations and Penalties

First Violation	Written Warning
Second Violation within 12 months of the initial warning	$250.00 Civil Citation
Third Violation within 12 months of the initial warning	$500.00 Civil Citation

Schedule "B" GAS

Service Charge	$85.00
New Customer Startup	$50.00
Labor	$75.00/hr
After Hours Labor	$127.50/hr
Delinquent Customer Startup	$50.00
Small Gas Service (175s – 415) Gas meter only 100' (3/4 inch – 1 inch PE)	$1,000.00
New Lage Gas Service Requiring (Large Case 700 – 1000 Gas Meter) Meter Installation 100' (1 ¼ inch – 2-inch PE)	$1,500.00
New Customer Residential Deposit Owner	$50.00
New Customer Commercial Deposit Rental	$100.00
New Customer Commercial	$100.00 Minimum, otherwise based on 12-month usage x 2 months
Administrative Fee	$50.00
Extra Person	$37.50/hr
Gas Rate Residential Minimum	~~$18.00~~ $21.00
Gas Rate Commercial Minimum	~~$22.00~~ $25.00
Weld Steel Service Tap	$350.00/ Each Tap
Directional Bore Minimum Cost (no Welder on Staff) (sub)	$560.00 Min. (50') $8/lf After Initial Min.

Schedule "C" General
Reproduction Prices

Services	**Fees**
Copies Fax	$0.10 per page $0.20 per page (double-sided) $2.00 for the First Page and $1.00 for Each Additional Page
Copies of the Land Development Code, Comprehensive Plan, and other ordinances	$0.15 per page
Large Document/GIS Maps/Color Copies	Cost Basis
Data in native format	Staff time x $35.00/hour + Materials and supplies = Total Duplication Cost
Media Cost	Cost Basis

Schedule "D"
Business Tax Receipt

Activity	Fee 5% Increase every other year with a $50.00 cap starting in 2023
All businesses, professions, or occupations employing less than ten (10) employees:	$38.59
All businesses, professions, or occupations employing ten (10) or more employees	$105.00
Peddler or solicitor business with no established commercial property or place of business inside the City limits:	$210.00
Each insurance company writing life, fire, accident, health, public liability, indemnity, motor vehicle, industrial, or other type or form of insurance within the City and either represented by a local, traveling, or itinerant agent or representative shall pay:	$38.59
Business premises where coin-operated vending or amusement machines dispense products, merchandise, or services:	$7.88/per machine

Schedule "E"
Planning and Zoning

Application to vacate rights-of-way or plats	$500.00
Developments of Regional Impact (DRI):	
Standard Review Fee:	$7,500 + $1,500 per land use
Notice of Proposed DRI Change Non-substantial Deviation	$2,500
Substantial Deviation	$5,000
Biennial Reports	$500
Services	Fees
Petition for voluntary annexation: One single-family residence All others	$150.00 $400.00
Future Land Use Map Amendments Large Scale Small Scale	 $1,000 $500
Rezoning (other than PUD) Deviation	$700.00 Plus Advertising fee
Rezoning to PUD - Prelim. Development Plan	$2,000 plus Advertising fee
Development Agreements	$750
Conditional Use Permit	$450.00
Appeals	$250 Plus advertising cost
Variance Single Family Residence	$500.00
All others	$350.00
Site Plan Approval Multi-Family and Non-Residential	$2,000 plus the cost of a third-party engineer if necessary
Subdivision	
Preliminary Plat and/or Development Plan	$3,000 plus costs of a third-party engineer if necessary
Final Plat and Construction plans	$2,000 plus costs of a third-party engineer if necessary
Minor Replat (sec. 4.1.2.4, LDC) Minor	$400
Subdivision (sec. 4.3.5, LDC	$500.00
Comprehensive Plan Amendment and/or Amendment to the Crescent City Future Land Use Map Application and review process	$1,000.00 Small Scale $3,000.00 Large Scale Small Scale $300 plus $100/acre Over 1 acre not to exceed $1,000.00

(*Note: Final Plan Review for a PUD will be subject to Development Agreement Fee and Site Plan Approval Fee)
** In addition to application fees, Applicants shall be required to pay any advertising costs and extra-ordinary engineering, mapping, or reproduction costs. Payment of such fees shall be required prior to any formal consideration of the application. All Planning & Zoning fees are non-refundable; fees may be refunded after actual costs incurred are deducted if the application is formally withdrawn within 10 days after submittal. A minimum fee of $75 shall apply in all such cases.

Schedule "F"
Special Events and Parks

The Permit Fee is $50.00 per day with a $100.00 Deposit. The City Commission shall set Daily fees for special events with an estimated attendance of more than 10,000 on any one day.
Fees for services provided by city personnel: The following fees are for law enforcement and fire personnel and city staff/ others assigned to special duty to provide security services for all special events:

Attendance Rate	**Permit Fee**
Class "A" Permit	$300.00
Class "B" Permit	$100.00
Class "C" Permit	$50.00
Law Enforcement personnel (Per Deputy)	$45.00/per hour (three-hour minimum)
Fire personnel (Per Fire Personnel)	$25.00 per hour (two-hour minimum)
Public works personnel (Per Employee)	$50.00 per hour (two-hour minimum)
Other City Personnel (Per Employee)	$30.00 per hour (two-hour minimum)

Schedule "G"
Fees and Charges for the Code Enforcement Division

Activity	**Cost**
Administrative Fees	$22.89/hr.
Hearings Admin Fee	$100/ Per hearing
Normal processing	$50.00/ unit
Up to 5 extra inspections	$25/ per inspection
More than 5 extra inspections	$35/ per inspection
Hearing Preparation	$20.00/hour
Recording	$10.00 first page $8.50 for each additional page
Lot Clearing (ss. 10-20 and 10-21, Code of Ordinances):	$200 plus the actual cost of equipment and wages
Other	Actual Cost of abatement, including but not limited to the cost of labor and equipment, permits, attorney fees, court costs, and the administrative fee
Any Code enforcement action requiring any Court proceedings	Attorney's fees and court costs

Schedule "H"
Solid Waste

Administrative Fee	$2.00
Garbage (Waste Pro) Residential Only	~~$24.06~~ $24.67

Schedule "I"
Fees and Charges for the Water and Wastewater Division

Water Deposit Residential Owner	$75.00
Water Deposit Residential Rental	$200.00
Water Deposit Commercial	$100.00
Water Administrative Fee	$50.00
Water Tie-in Fee (Per Meter Size)	¾" $$500.00 1' $600.00 1 ½" $900.00 2" $1,000.00 4" Cost Basis 6" Cost Basis
Off Temporary Water	$10.00
Turn off due to leak (During Business hours)	$15.00
After Hours (Lead or Service)	$52.50
Sewer Ti-in Fees	~~$800.00~~
Service Charge	$50.00
After-Hours Service Charge	$75.00
Inside City Limit Water Rates	5% Increase Annually
First 3000 Gallons Up to 5,000 Gallons Up to 9,000 Gallons Up to 15,000 Gallons Up to 20,000 Gallons Over 20,000 Gallons	~~$28.38~~ $29.80 ~~$3.14~~ $3.30 ~~$3.95~~ $4.15 ~~$4.73~~ $4.97 ~~$5.52~~ $5.80 ~~$6.31~~ $6.63
Outside City Limits Water Rates	5% Increase
First 3000 Gallons Up to 5,000 Gallons Up to 9,000 Gallons Up to 15,000 Gallons Up to 20,000 Gallons Over 20,000 Gallons	~~$35.48~~ $37.25 ~~$3.94~~ $4.14 ~~$4.91~~ $5.16 ~~$5.90~~ $6.20 ~~$6.91~~ $7.26 ~~$7.88~~ $8.27
Sewer Rates	5% Increase
Minimum Rate for Each Residence and Apartment	~~$49.95~~ $52.45
Minimum Rate Commercial Inside the City	~~$59.14~~ $62.10
Minimum Rate Commercial Outside the City	~~$73.93~~ $77.63
Minimum Rate Industrial	~~$2.87~~ $3.01


CITY OF CRESCENT CITY, FLORIDA
INCORPORATED 1885

Business Impact Estimate

Ordinance 2026-16 Amendment to the FY 2025–2026 Budget

This Business Impact Estimate is provided in accordance with section 125.66(3), Florida Statutes. The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget. Although state law exempts budget-related ordinances from mandatory Business Impact Estimates, the City of Crescent City provides this estimate as a courtesy and to ensure full transparency in the ordinance-adoption process. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☒ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the county government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
    a. Development orders and development permits, as those terms are defined in s. 163.3164, and, development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243;
    b. Comprehensive Plan amendments and land development regulation amendments initiated by an application by a private party other than the county;
    c. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
    d. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
    e. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

[1] See Section 125.66(3)(c), Florida Statutes.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the County hereby publishes the following information:

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

Public Purpose:
Ordinance 2026-16 amends the City of Crescent City's FY 2025–2026 budget to reflect updated financial allocations as outlined in Schedule A, incorporated into the ordinance. The purpose is to ensure expenditures and appropriations align with actual operational, departmental, and administrative needs, as authorized under Florida law and Article VIII, Section 2 of the Florida Constitution.
Key Actions:
• Updates FY 2025–2026 appropriations
• Authorizes administrative implementation by the City Manager
• Confirms zero-dollar carry-forward fund balance for the amendment
• Ensures the amendment complies with state requirements for public notice, advertising, and adoption procedures

See next sheet for further information--------→

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

Direct Economic Impact:
This ordinance concerns internal budget adjustments and **does not impose any direct economic impact** on private, for-profit businesses.
The amendment does not modify tax rates, utility rates, business tax receipts, development fees, or service charges.
Direct Compliance Costs:
None.
Businesses do not need to complete new forms, administrative filings, or compliance processes.
The ordinance is purely financial and administrative in nature.
New Charges or Fees Imposed:
None.
Ordinance 2026-16 does not introduce fees, change existing fee schedules, or create new charges payable by businesses.
City Regulatory Costs:
No change.
The ordinance does not create new regulatory programs, inspection requirements, or enforcement mechanisms.
Administrative implementation is handled by City staff within existing operational structure.

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

Because this ordinance does not change fees, tax structures, or regulatory requirements, **no businesses will be financially or operationally impacted**.
The only effect is internal to the City's financial accounting.
Estimated number of businesses impacted: **0**

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

• The amendment ensures accurate financial alignment for the FY 2025–2026 budget.
• The ordinance is procedural and administrative, ensuring legal compliance and transparent fiscal management.
• No revenue changes affecting businesses (property tax, utilities, business tax receipts) are included.
• The carry-forward fund balance for this amendment is **$0.00**, reflecting a clean mid-year adjustment.

ORDINANCE 2026-16

AN ORDINANCE OF THE CITY OF CRESCENT CITY, FLORIDA AMENDING THE BUDGET FOR FISCAL YEAR 2025-2026, PROVIDING FOR ADMINISTRATIVE ACTION; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Crescent City finds it necessary to amend the budget for the fiscal year 2025-2026; and

WHEREAS, the City Commission of the City of Crescent City has complied with all requirements and procedures of Florida Law in processing and advertising this Ordinance; and

WHEREAS, Article VIII, Section 2, Constitution of the State of Florida, authorizes the City of Crescent City to exercise any power for municipal purposes except as otherwise provided by law.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF CRESCENT CITY, FLORIDA:

Section 1. The above "Whereas: clauses are incorporated by reference herein.

Section 2. The budget amendment attached as "Schedule A" to this ordinance is hereby adopted. The budget for the fiscal year 2025-2026 shall be amended to reflect the changes.

Section 3. This budget amendment shall include a carry-forward fund balance from fiscal year 2025-2026 appropriations in the amount of $0.00 Dollars.

Section 4. The City Manager, or designee, is hereby authorized to implement the ordinance's provisions as deemed appropriate and warranted.

Section 5. If any section, sentence, phrase, word, or portion of the Ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to impair the validity of the Ordinance or the effect of any other action of part of this Ordinance.

Section 6. This Ordinance shall take effect immediately upon enactment.

FIRST READING: approved on this ___ day of _____ 2026.

ADOPTED ON SECOND READING on this ____ day of _____ 2026.

CITY COMMISSION, City of Crescent City, Florida, adopted said Ordinance 2026-16, this 24th day of September 2026.

By: _____

Michele Myers, Mayor

Approved for form and content by:

Seal:

_____

Donald Holmes, City Attorney

Attest:

_____

Derek A. Martin, City Manager

SCHEDULE A

Final Budget Amendment General Fund 2025-26

			8.7134	Amended	Net
			Budgeted	Budget	Change
			2026	2026	
Line		Revenues			
No	Account #	Taxes			
1	001-311-0100-00	Current Ad Valorem Tax	$1,044,470	$1,081,486	$37,016
2	001-311-0200-00	Delinquent Ad Valorem Tax	$5,000	$8,468	$3,468
3	001-311-0250-00	QTRLY INVESTMENT INCOME DIST	$0	$918	$918
4	001-312-0100-00	Local Option 6 Cent Gas Tax	$49,000	$51,888	$2,888
5	001-312-0110-00	New Local Options 1-5 cent Gas Tax	$33,000	$35,211	$2,211
6	001-314-0100-00	Electric Utility Tax	$178,000	$152,342	($25,658)
7	001-314-0200-00	Communication Service Tax	$66,500	$59,769	($6,731)
8	001-314-0205-00	Water Utility Tax	$46,516	$46,516	($0)
9	001-314-0300-00	Gas Utility Tax	$20,000	$20,000	$0
10	001-314-0600-00	Propane Utility Tax	$4,500	$3,850	($650)
11	001-321-0100-00	Business Tax	$12,000	$6,586	($5,414)
12	001-339-0110-00	Lieu of Taxes	$5,000	$5,000	$0
12		Total Taxes	$1,463,986	$1,472,035	$8,048

Final Budget Amendment General Fund 2025-26

			8.7164	Amended	Net
			Budgeted	Budget	Change
			2027	2026	
Line		Revenues			
No		Licenses and Permits			
13	001-321-0101-55	Zoning Permits	$5,800	$0	($5,800)
14	001-341-0910-00	Zoning Fees	$3,000	$1,700	($1,300)
15	001-335-0220-00	Mobile Home Licenses	$2,900	$2,060	($840)
16	001-335-0250-00	Alcoholic Beverage License	$2,600	$7,918	$5,318
17		Total Licenses and Permits	$14,300	$11,677	($2,623)
			8.7164	Amended	Net
Line			Budgeted	Budget	Change
No			2026	2026	
		Revenues			
		Intergovernmental			
18	001-313-0050-00	Electric Franchise	$132,000	$152,342	$20,342
19	001-313-0150-00	Garbage Franchise	$25,000	$32,200	$7,200
20	001-369-0400-00	FDOT Greenspace Agreement	$17,396	$17,396	$0
21	001-369-0315-00	Putnam County Landscape Agreement	$3,500	$872	($2,628)
22	001-335-0050-00	State Revenue Sharing	$73,191	$66,297	($6,894)

Final Budget Amendment General Fund 2025-26

23	001-335-0300-00	State of Fl Half cent Sales Tax	**$96,280**	**$88,046**	**($8,234)**
24	001-369-0305-00	FDOT Traffic Signal Maint. Agreement	**$7,174**	**$16,931**	**$9,757**
25	001-369-0310-00	FDOT Street Light Maintenance	**$47,661**	**$47,661**	**($0)**
26	001-335-0810-00	Gasoline Tax Rebate - State	**$2,000**	**$0**	**($2,000)**
					$0
27		**Total Intergovernmental**	**$404,202**	**$421,745**	**$17,543**

Final Budget Amendment General Fund 2025-26

			8.7164	Amended	Net
			Budgeted	Budget	Change
			2026	2026	
Line		Revenues			
No		Charges for Services			
28	001-362-0100-00	Rent - Putnam County	$27,028	$27,028	$0
29	001-362-0200-00	Rent - 117 N. Summit	$0	$0	$0
30	001-365-0100-00	Sale of Surplus Equipment	$3,500	$3,500	$0
31	001-343-0200-00	Administration Fees- Gas	$113,100	$113,100	$0
32	001-343-0300-00	Administration Fees- Water	$132,800	$132,800	$0
33	001-343-0500-00	Administration Fees- Wastewater	$145,000	$145,000	$0
34	001-343-0400-00	Administration Fees- Solid Waste	$13,814	$13,814	$0
35	001-343-0450-00	Administration Fees - CRA	$28,000	$28,000	$0
36		Total Charges for Services	$463,242	$463,242	$0

Final Budget Amendment General Fund 2025-26

			8.7164	Amended	Net
			Budgeted	Budget	Change
			2026	2026	
Line		Revenues			
No		Fines and Forfeitures			
37	001-321-0101-00	Code Enforcement	$30,500	$30,356	($144)
38	001-347-0200-00	Parks and Recreation User Fees	$500	$360	($140)
39	001-351-0100-00	Court Fines	$600	$1,015	$415
					$0
40		**Total Fines and Forfeitures**	$31,600	$31,731	$131
					$0
41	001-361-0100-00	Interest Income	$37,500	$28,427	($9,073)
					$0
42		**Total Investment Income**	$37,500	$28,427	($9,073)

Final Budget Amendment General Fund 2025-26

Line No			8.7164 Budgeted 2026	Amended Budget 2026	Net Change
		Revenues			
		Other			
43	001-351-0400-00	Law Enforcement Education	**$0**	**$148**	**$148**
44	001-369-0300-00	MISC REVENUES	**$28,000**	**$73,784**	**$45,784**
45	001-381-0150-00	Utility IFT of Surplus to Unrestricted	**$0**	**$0**	**$0**
46	001-335-0380-00	Grant- FDOT M-SCOP	**$0**	**$0**	**$0**
47	001-335-0800-00	ARPA	**$0**	**$0**	**$0**
48	001-331-0200-00	Park Grants	**$0**	**$0**	**$0**
49	001-341-0980-00	Misc. Rev (Gain or Loss FA)	**$0**	**$0**	**$0**
50	001-900-0000-00	Cancel Revenue	**$0**	**$0**	**$0**
51		Total Other	**$28,000**	**$73,933**	**$45,933**
52		**Total Revenues**	**$2,442,830**	**$2,502,790**	**$59,959**

Final Budget Amendment General Fund 2025-26

Line No	Account #	Expenditures City Commission	8.7164 Budgeted 2026	Amended Budget 2026	Net Change
53	001-0011-511-1111-00	Salaries	$44,893	$51,299	$6,406
54	001-0011-511-1211-00	FICA Taxes	$3,434	$3,885	$451
55	001-0011-581-3511-00	Retirement for Former Commissioners	$7,200	$7,200	$0
	001-0011-511-1231-00	HEALTH & LIFE INSURANCE	0.00	$5,571	$5,571
56	001-0011-511-3400-50	Conference Training - Mayor	$1,500	$0	$0
57	001-0011-511-3400-60	Conference Training - Commissioner 1	$1,500	$1,500	$0
58	001-0011-511-3400-70	Conference Training - Commissioner 2	$1,500	$3,113	$1,613
59	001-0011-511-3400-80	Conference Training - Commissioner 3	$1,500	$542	($958)
60	001-0011-511-3400-90	Conference Training - Commissioner 4	$1,500	$1,440	($60)
61	001-0011-511-3480-50	Advertising	$5,000	$1,330	($3,670)
62	001-0011-511-3521-00	Misc. Operating Supplies	$0	$0	$0
63	001-0011-511-3500-00	Aid to Private Organizations	$3,000	$2,700	($300)
64	001-0011-511-3491-00	Other	$2,000	$1,664	($336)
65		**Total City Commission**	$73,027	$80,243	$8,716

Final Budget Amendment General Fund 2025-26

Line No			8.7164 Budgeted 2026	Amended Budget 2026	Net Change
		Expenditures			
		City Manager			
66	001-0012-512-1111-00	Excutive Salaries	**$154,020**	**$134,020**	**($20,000)**
67	001-0012-512-1121-00	Staff Salaries	**$53,289**	**$38,339**	**($14,950)**
68	001-0012-512-1151-00	Christmas Bonus	**$200**	**$200**	**$0**
69	001-0012-512-1211-00	FICA	**$12,887**	**$12,887**	**$0**
70	001-0012-512-1211-50	Medicare	**$3,014**	**$3,014**	**$0**
71	001-0012-512-1221-00	Pension	**$20,785**	**$19,932**	**($853)**
72	001-0012-512-1231-00	Health & Life Insurance	**$22,500**	**$22,500**	**$0**
73	001-0012-512-1241-00	Worker Comp	**$371**	**$1,688**	**$1,317**
74	001-0012-512-3314-00	Professional Services	**$0**	**$36,015**	**$36,015**
75	001-0012-512-3401-00	Travel Per Diem	**$3,000**	**$3,445**	**$445**
76	001-0012-512-3401-50	Conference and Training	**$2,000**	**$1,000**	**($1,000)**
77	001-0012-512-3410-00	Car Allowance	**$3,600**	**$3,600**	**$0**

Final Budget Amendment General Fund 2025-26

78	001-0012-512-3511-00	Supplies	**$2,500**	**$5,405**	**$2,905**
79	001-0012-512-3521-00	Operating Supplies	**$2,000**	**$5,281**	**$3,281**
80	001-0012-512-3541-00	Membership and Dues	**$1,500**	**$4,882**	**$3,382**
81	001-0012-512-3411-00	Telephone/Internet	**$4,300**	**$983**	**($3,317)**
82	001-0012-512-3451-00	Auto/Property/General Insurance	**$5,281**	**$2,397**	**($2,884)**
83	001-0012-512-3500-00	IT Support/Contracts	**$5,800**	**$2,034**	**($3,766)**
84	001-0012-512-3501-00	IT Licenses	**$850**	**$1,775**	**$925**
85	001-0012-512-1160-00	Employee Incentives	**$1,500**	**$0**	**($1,500)**
86		**Total City Manager**	**$299,397**	**$299,397**	**$0**

Footnote: City Manager and City Clerk are recorded within this department. In prior years this department was inclu
Finance and Administration section.

Final Budget Amendment General Fund 2025-26

			8.7164	Amended	Net
			Budgeted	Budget	Change
			2026	2026	
Line		Expenditures			
No		Finance			
86	001-0013-513-1111-00	Excutive Salaries	$89,326	$89,326	$0
87	001-0013-513-1121-00	Regular Salaries	$88,051	$88,051	$0
88	001-0013-513-1141-00	Overtime	$500	$1,838	$1,338
89	001-0013-513-1151-00	Christmas Bonus	$300	$300	$0
90	001-0013-513-1160-00	Employee Incentives	$0	$0	$0
91	001-0013-513-1211-00	FICA Taxes	$10,997	$11,597	$600
92	001-0013-513-1211-50	Medicare	$2,572	$2,572	$0
93	001-0013-513-1221-00	Pension Gen Emp City Share	$15,077	$15,077	$0
94	001-0013-513-1231-00	Health & Life Insurance	$30,000	$30,000	$0
95	001-0013-513-1241-00	Worker Compensation	$1,113	$1,113	$0
	001-0013-513-3311-00	Medical Fees D&A Testing	$0	$75	$75
96	001-0013-513-3401-00	Travel Per Diem	$2,000	$3,853	$1,853
97		Education and Training	$0	$0	$0
98	001-0013-513-3410-00	Car Allowance	$0	$0	$0
99	001-0013-513-3511-00	Office Supplies	$3,500	$3,200	($300)
100	001-0013-513-3500-00	IT Support	$8,000	$7,172	($828)

Final Budget Amendment General Fund 2025-26

101	001-0013-513-3501-00	IT Licenses	**$500**	**$215**	**($285)**
102	001-0013-513-3451-00	General Insurance	**$5,281**	**$5,281**	**$0**
103	001-0013-513-3521-00	Operating Supplies	**$2,000**	**$1,493**	**($507)**
104	001-0013-513-3541-00	Membership/Dues/Training	**$1,400**	**$0**	**($1,400)**
105	001-0013-513-3321-00	Audit Fees	**$10,400**	**$11,338**	**$938**
106	001-0013-513-3314-00	Professional Services	**$2,000**	**$4,580**	**$2,580**
107	001-0013-513-3411-00	Telephone/Internet	**$4,500**	**$4,500**	**$0**
108	001-0013-513-3491-00	Other Charges	**$0**	**$0**	**$0**
109		**Total Finance**	**$277,517**	**$281,580**	**$4,063**
		Footnote: One Director of Finance, One Accounts Payable Clerk, and One Payroll Clerk are within this			
		department. The years prior to fiscal 2024 included the City Manager and his staff.			

Final Budget Amendment General Fund 2025-26

			8.7164		
			Budgeted		
			2026		
Line		**Expenditures**			
No		**Legal**			
110	001-0014-514-3311-00	Contractual Fees	**$48,000**	**$48,000**	**$0**
111		Other Legal Services	**$10,000**	**$7,500**	**($2,500)**
112	001-0014-514-3311-10	Outside Legal Counsel	**$3,000**	**$0**	**($3,000)**
113		**Total Legal**	**$61,000**	**$55,500**	**($5,500)**
		Footnote- the City Attorney is a contractual position with an outside firm. Other legal services covers the anticipated			
		fees for the commissioners. Outside legal counsel is sought if the City Attorney needs assistance in a legal case.			

Final Budget Amendment General Fund 2025-26

Line No		Expenditures	8.7164 Budgeted 2026	Amended Budget 2026	Net Change
		Utility Billing/Customer Service			
114	001-0015-515-1111-00	Excutive Salaries	$55,946	$55,178	($768)
115	001-0015-515-1121-00	Staff Salaries	$117,781	$116,261	($1,520)
116	001-0015-515-1141-00	Overtime	$400	$564	$164
117	001-0015-515-1151-00	Christmas Bonus	$400	$400	$0
118	001-0015-515-1211-00	FICA	$10,771	$11,128	$357
119	001-0015-515-1211-50	Medicare	$2,519	$2,519	$0
120	001-0015-515-1221-00	Pension Gen Emp City Share	$14,767	$14,767	$0
121	001-0015-515-1231-00	Health and Life Insurance	$32,500	$32,500	$0
122	001-0015-515-3311-00	Medical Fees D&A Testing	$150	$150	$0
123	001-0015-515-1241-00	Worker Comp	$1,113	$1,113	$0
124	001-0015-515-3314-00	Professional Services	$300	$300	$0
125	001-0015-515-3321-00	Accounting/Auditing	$0	$0	$0
126	001-0015-515-3411-00	Telephone/Internet	$4,500	$4,500	$0

Final Budget Amendment General Fund 2025-26

127	001-0015-515-3412-00	Postage	**$12,800**	**$12,800**	**$0**
128	001-0015-515-3451-00	Liability Insurance	**$5,329**	**$5,329**	**$0**
129	001-0015-515-3462-00	Vehicle Repair and Maintenance	**$0**	**$469**	**$469**
130	001-0015-515-3463-00	Equipment Repair and Maintenance	**$3,000**	**$950**	**($2,050)**
131	001-0015-515-3491-00	Other	**$0**	**$0**	**$0**
132	001-0015-515-3500-00	IT Support	**$6,841**	**$7,172**	**$331**
133	001-0015-515-3501-00	IT Hardware and Licensing	**$400**	**$1,251**	**$851**
134	001-0015-515-3511-00	Office supplies	**$4,000**	**$600**	**($3,400)**
135	001-0015-515-3521-00	Misc. Operating Supplies	**$375**	**$791**	**$416**
136	001-0015-515-3522-00	Gas, Tires, Oil	**$2,000**	**$2,000**	**$0**
137	001-0015-515-1160-00	Employee Incentives	**$0**		**$0**
138	001-0015-515-3541-00	Membership Training	**$1,000**	**$500**	**($500)**
139		**Total Utility Billing/Customer Service**	**$276,892**	**$271,243**	**($5,649)**
		Footnote- This department includes 1 Utility Billing Manager, 1 Customer Service position, 1 Meter Reader, & 1 Rece			

Final Budget Amendment General Fund 2025-26

			8.7164	Amended	Net
			Budgeted	Budget	Change
			2026	2026	
Line		Expenditures			
No		Planning and Zoning			
140	001-0016-516-3314-00	Other Professional Services	$0		
141	001-0016-516-3475-00	Land Development Code	$0		
143	001-0016-516-3491-00	Other	$50,018	$59,836	$9,818
144	001-0016-516-3491-99	Consulting fee	$2,500	$0	($2,500)
145		Total Planning and Zoning	$52,518	$59,836	$7,318
		Footnote-The Planner is a contracted position with Zev Cohen & Associates on an hourly basis. Budget is an estimate			

Final Budget Amendment General Fund 2025-26

			8.7164	Amended	Net
			Budgeted	Budget	Change
			2026	2026	
Line		Expenditures			
No		City Hall			
147	001-0019-519-1241-00	Work Comp	$0	$0	
148	001-0019-519-1251-00	Unemployment	$0		
149	001-0019-519-3312-00	Other Professional Services	$20,000	$30,223	$10,223
150	001-0019-519-3321-00	Accounting/Auditing	$5,700	$11,664	$5,964
151	001-0019-519-3345-00	Pension consultant	$2,500	$2,225	($275)
152	001-0019-519-3411-00	Telephone/Internet	$4,500	$3,000	($1,500)
153	001-0019-519-3412-00	Postage	$0	$0	$0
154	001-0019-519-3431-00	Utility Services/Electric	$12,000	$10,500	($1,500)
155	001-0019-519-3441-00	Rental and Leases	$3,000	$2,929	($71)
156	001-0019-519-3451-00	Auto/Property/Liability Insurance	$20,140	$20,140	$0
157	001-0019-519-3461-00	Building Repair and Maintenance	$15,000	$17,102	2101.57
158	001-0019-519-3463-00	Equipment Repair and Maintenance	$2,000	$902	($1,098)

Final Budget Amendment General Fund 2025-26

160	001-0019-519-3480-50	Advertising General	**$7,000**	**$4,169**	**($2,831)**
161	001-0019-519-3491-00	Other Charges	**$5,000**	**$7,623**	**$2,623**
162	001-0019-519-3492-00	Beautification	**$2,000**	**$3,525**	**$1,525**
164	001-0019-519-3500-00	IT Support	**$2,820**	**$2,820**	**$0**
165	001-0019-519-3501-00	IT Licenses	**$500**	**$684**	**$184**
166	001-0019-519-3521-00	Misc. Operating Supplies	**$2,500**	**$3,126**	**$626**
167	001-0019-519-6629-00	Accounting/Billing Software	**$16,000**	**$16,000**	**$0**
168	001-0019-519-6630-00	Office Equipment	**$0**	**$0**	**$0**
169	001-0019-519-7000-00	Misc. (Carry Forward)	**$0**	**$0**	**$0**
170	001-0019-519-3511-00	Office Supplies	**$2,500**	**$4,215**	**$1,715**
171	001-0019-581-7735-00	Transfer to CRA	**$184,531**	**$184,531**	**$0**
173		**Total City Hall**	**$307,691**	**$325,377**	**$17,686**
174		**Total General Governmental**	**$1,048,645**	**$1,073,779**	**$25,134**

Final Budget Amendment General Fund 2025-26

			8.7164	Amended	Net
			Budgeted	Budget	Change
			2026	2026	
Line		**Expenditures**			
No		**Law Enforcement**			
175	001-0019-589-3595-00	Contract - Putnam County Sherriff	**$494,825**	**$495,308**	**$483**
176	001-0019-589-3595-50	Insurance Premium Expense	**$0**		**$0**
177		**Total Law Enforcement**	**$494,825**	**$495,308**	**$483**

Final Budget Amendment General Fund 2025-26

			8.7164	Amended	Net
			Budgeted	Budget	Change
			2026	2026	
Line		Expenditures			
No		Fire			
178	001-0022-522-1111-00	Executive Salaries	$22,321	$22,321	$0
179	001-0022-522-1121-00	Staff Salaries	$33,629	$33,629	$0
180	001-0022-522-1151-00	Christmas Bonus	$200	$200	$0
182	001-0022-522-1160-00	Employee Incentives	$0	$0	$0
183	001-0022-522-1211-00	FICA	$2,622	$6,993	$4,371
184	001-0022-522-1211-50	Medicare	$613	$613	$0
185	001-0022-522-1222-00	PEN FIRE CITY SHARE	$1,224	$1,224	$0
185	001-0022-522-1241-00	Life Insurance	$700	$700	$0
186	001-0022-522-1242-00	Worker Comp	$1,670	$1,670	$0
187	001-0022-522-3411-00	Telephone	$1,800	$1,800	$0
188	001-0022-522-3451-00	Liability Insurance	$24,494	$24,494	$0
189	001-0022-522-3461-00	Building Repair and Maintenance	$2,500	$665	($1,835)
190	001-0022-522-3462-00	Vehicle Repair and Maintenance	$7,500	$5,788	($1,712)
191	001-0022-522-3463-00	Equipment Repair and Maintenance	$2,000	$1,252	($748)
192	001-0022-522-3491-00	Volunteer Incentives	$35,000	$38,988	$3,988

Final Budget Amendment General Fund 2025-26

193	001-0022-522-3491-50	Other	**$0**	**$158**	**$158**
195	001-0022-522-3500-00	IT support	**$3,000**	**$3,000**	**$0**
196	001-0022-522-3501-00	IT licensing	**$400**	**$400**	**$0**
197	001-0022-522-3521-00	Operating Supplies	**$2,000**	**$2,659**	**$659**
198	001-0022-522-3522-00	Gas, Oil, Tires	**$2,500**	**$2,000**	**($500)**
199	001-0022-522-3541-00	Training	**$3,500**	**$700**	**($2,800)**
200		**Total Fire**	**$147,673**	**$149,255**	**$1,582**
		Footnote: This department is overseen by a part-time fire chief, paid fire fighters and volunteer fire fighters. The vol			
		volunteer firefighters to secure their time in a moment of need to maintain the team of firefighters.			

Final Budget Amendment General Fund 2025-26

			8.7164	Amended	Net
			Budgeted	Budget	Change
			2026	2026	
Line		Expenditures			
No		Code Enforcement			
201	001-0024-524-1111-00	Salaries	$29,371	$28,056	($1,315)
202	001-0024-524-1152-00	Christmas Bonus	$100	$100	$0
203	001-0024-524-1211-00	FICA	$1,827	$1,967	$140
204	001-0024-524-1211-50	Medicare	$427	$427	$0
205	001-0024-524-1221-00	Retirement	$2,505	$2,505	$0
206	001-0024-524-1231-00	Health & Life Insurance	$0	$1,388	$1,388
207	001-0024-524-3411-00	Telephone	$700	$1,222	$522
208	001-0024-524-3500-00	IT support	$2,800	$2,510	($290)
209	001-0024-524-3501-00	IT licensing	$2,000	$2,000	$0
210	001-0024-524-3522-00	Gas, Oil, and Tires	$1,500	$1,500	$0
211	001-0024-524-3528-00	Operations and Abatement	$2,000	$2,434	$434
212	001-0024-524-3541-00	Membership and Training	$1,600	$0	($1,600)
213	001-0024-524-3521-00	MISC. OPERATING SUPPLIES	$0	$440	$440
214		**Total Code Enforcement**	$44,830	$44,550	($280)
		Footnote: A part-time code enforcement officer (30 hours/week) is in this department.			
215		**Total Public Safety**	$687,328	$689,112	$1,784

Final Budget Amendment General Fund 2025-26

			8.7164	Amended	Net
			Budgeted	Budget	Change
			2026	2026	
Line		Expenditures			
No		Public Works- Streets			
216	001-0041-541-1111-00	Salaries	$18,353	$18,353	$0
217	001-0041-541-1121-00	Staff Salaries	$105,841	$95,055	($10,786)
218	001-0041-541-1141-00	Overtime	$1,000	$1,590	$590
219	001-0041-541-1160-00	Employee Incentives/Certifications/Training	$500	$0	($500)
220	001-0041-541-1151-00	Christmas Bonus	$200	$200	$0
221	001-0041-541-1211-00	FICA	$7,700	$7,700	$0
222	001-0041-541-1211-50	Medicare	$1,801	$1,801	$0
223	001-0041-541-1221-00	Retirement	$10,556	$10,556	$0
224	001-0041-541-1231-00	Health Insurance	$32,300	$32,300	$0
225	001-0041-541-1241-00	Worker Comp	$7,792	$7,792	$0
226	001-0041-541-3431-00	Street Lights (FPL Billing) POWER	$40,000	$52,500	$12,500
227	001-0041-541-3432-00	Traffic Lights (FPL Billing) POWER	$6,000	$6,000	$0
228	001-0041-541-3451-00	Liability Insurance	$20,153	$20,153	$0
				$168	$168
229	001-0041-541-3461-50	Tree Maintenance	$11,133	$12,000	$867
230	001-0041-541-3462-00	Vehicle Repair and Maintenance	$4,000	$1,500	($2,500)

Final Budget Amendment General Fund 2025-26

231	001-0041-541-3463-00	Equipment Repair and Maintenance	**$4,000**	**$1,500**	**($2,500)**
232	001-0041-541-3464-00	Repairs for Sidewalks/Streets	**$15,000**	**$2,500**	**($12,500)**
233	001-0041-541-3500-00	Small Tools	**$2,102**	**$1,176**	**($926)**
234	001-0041-541-3521-00	Operating Supplies	**$5,000**	**$4,000**	**($1,000)**
235	001-0041-541-3522-00	Gas, Oil, and Tires	**$7,000**	**$12,225**	**$5,225**
236	001-0041-541-3531-00	Street Repair Supplies	**$5,000**	**$3,500**	**($1,500)**
237	001-0041-541-6631-00	Improvements Other Than Buildings	**$1,000**	**$100**	**($900)**
238	001-0041-541-6641-00	Equip and Machinery	**$0**	**$0**	**$0**
239		**Total Public Works**	**$306,431**	**$292,668**	**($13,763)**
		Footnote- Streets includes 2 Full Time Equivalents.			

Final Budget Amendment General Fund 2025-26

			8.7164	Amended	Net
			Budgeted	Budget	Change
			2026	2026	
Line		Expenditures			
No		Parks and Recreation			
240	001-0072-572-1121-00	Salaries	$35,520	$35,520	$0
241	001-0072-572-1141-00	Overtime	$200	$200	$0
242	001-0072-572-1151-00	Christmas Bonus	$200	$200	$0
243	001-0072-572-1160-00	Employee Incentives	$250	$0	($250)
244	001-0072-572-1211-00	FICA	$2,233	$1,996	($237)
245	001-0072-572-1211-50	Medicare	$522	$522	$0
246	001-0072-572-1221-00	Retirement	$3,062	$3,062	$0
247	001-0072-572-1231-00	Health Insurance	$10,450	$10,450	$0
248	001-0072-572-1242-00	Worker Comp	$7,792	$7,792	$0

Final Budget Amendment General Fund 2025-26

249	001-0072-572-3313-00	Contractual Services	**$1,500**	**$2,592**	**$1,092**
250	001-0072-572-3431-00	Utility Service/Electric	**$10,500**	**$15,207**	**$4,707**
251	001-0072-572-3441-00	Rentals and Leases	**$2,500**	**$3,331**	**$831**
252	001-0072-572-3461-00	Building Repair and Maintenance	**$6,000**	**$461**	**($5,539)**
253	001-0072-572-3462-00	Vehicle Repair and Maintenance	**$1,000**	**$897**	**($103)**
254	001-0072-572-3463-00	Equipment Repair and Maintenance	**$6,000**	**$1,682**	**($4,318)**
255	001-0072-572-3491-00	Other (1099 Work)	**$1,800**	**$12,108**	**$10,308**
256	001-0072-572-3521-00	Operating Supplies	**$6,000**	**$9,170**	**$3,170**
257	001-0072-572-3522-00	Gas, Oil, and Tires	**$6,000**	**$5,794**	**($206)**
258	001-0072-572-6631-00	Improvements Other Than Buildings	**$0**	**$0**	**$0**
259	001-0072-572-6630-50	Capital Outlay - Grant Fletcher Park	**$0**	**$0**	**$0**
260		**Total Parks and Recreation**	**$101,529**	**$110,982**	**$9,453**

Final Budget Amendment General Fund 2025-26

			8.7164	Amended	Net
Line			Budgeted	Budget	Change
No			2026	2026	
260		Total Revenues	$2,442,830	$2,502,790	$59,959
		Total Expenditures	$2,443,330	$2,465,939	$22,609
		Excess (deficiency) of revenues			
261		over expenditures	($500)	$36,851	$37,350

Final Amended 2025-26 Better Place Discretionary Fund

Line No	Account #		2025-2026 Annual Budget Discretionary Fund Audited 2023	Un-Audited 2024	Adopted Budget 2025	Amended Budget 2025	YTD July Actual 2025	Budgeted 2026	Amended Budget 2026	Net Change 2026
		Better Place								
	Account #	**Revenues**								
1	002-335-0500-00	State of Florida One Cent Sales	$218,777	$219,322	$211,350	$211,350	$185,370	**$250,766**	**$250,766**	
4	002-335-0976-00	Prior Year Earnings	$0	$0	$230,000	$230,000	$0	**$197,176**	**$197,176**	
5		Total Charges for Services	$218,777	$219,322	$441,350	$441,350	$185,370	**$447,942**	**$447,942**	
		Expenditures								
6	002-0018-518-6631-00	Improvements #1	$9,035	$2,754	$95,000	$95,000	$0	**$167,500**	**$142,700**	**($24,800)**
7	002-0018-518-6640-00	Infrastructure #2	$23,530	$5,250	$327,200	$327,200	$17,116	**$178,200**	**$190,000**	**$11,800**
	002-0018-518-6640-10	Transfer to General Fund	$64,051	$202,266	$0	$0	$15,708	**$0**		**$0**
8	002-0018-518-6641-00	Equipment #3	$27,373	$145,544	$12,000	$12,000	$0	**$72,242**	**$72,242**	**$0**
9	002-0018-518-6644-00	Public Buildings Improvements #4	$64,534	$7,500	$0	$0	$0	**$30,000**	**$43,000**	**$13,000**
10	002-0018-518-6645-00	Capital Purchases (Contingency)	$2,493	$0	$7,150	$7,150	$0	**$0**		
11		Total Expenditures	$191,016	$363,314	$441,350	$441,350	$32,824	**$447,942**	**$447,942**	
12		**Excess (Deficiency) of Revenues over Expenses**	**$27,761**	**($143,992)**	**$0**	**$0**	**$152,546**	**$0**	**$0**	

Final Amended 2025/26 CRA Budget

Line No	Account #		Budgeted 2026	Amended Budget 2026	Net Change
1		**Revenues**			
2		**Central**			
3	109-311-0100-10	City	$89,670	$89,670	$0
4	109-311-0100-20	County	$89,932	$89,932	$0
5	109-369-0311-00	Prior Year Fund Balance (Carry forward)	$0	$0	$0
17	109-364-0100-00	ARPA Revenue	$0	$70,000	$70,000
6		**Total Central**	**$179,602**	**$249,602**	**$70,000**
7		**North**			
8	109-311-0500-10	City	$84,874	$84,874	$0
9	109-311-0500-20	County	$85,121	$85,121	$0
10	109-369-0311-50	Prior Year Fund Balance (Carry forward)	$198,678	$198,678	$0
11		**Total North**	**$368,673**	**$368,673**	**$0**
12		**South**			
13	109-311-0600-10	City	$12,673	$12,673	$0
14	109-311-0600-20	County	$12,709	$12,709	$0
15	109-369-0311-75	Prior Year Fund Balance (Carry forward)	$30,705	$30,705	$0
16		**Total South**	**$56,087**	**$56,087**	**$0**
18	109-311-0700-00	Transfer from General Fund	$0	$0	$0
19		Total Other Revenue	$0	$0	$0
20		**Total Revenue**	**$604,362**	**$674,362**	**$140,000**

Final Amended 2025/26 CRA Budget

Line No			Budgeted 2026	Amended Budget 2026	Net Change 2026
21		**Central**			
22	109-0059-559-3200-00	Salaries	**$771.000**	**$771**	**$0**
23	109-0059-559-3211-00	FICA	**$51**	**$51**	**$0**
24	109-0059-559-3212-00	Pension	**$66**	**$66**	**$0**
25	109-0059-559-3213-00	Health Insurance	**$0**	**$0**	**$0**
26	109-0059-559-3214-00	Training and Education	**$1,500**	**$1,500**	**$0**
27	109-0059-559-3220-00	Travel	**$2,000**	**$2,000**	**$0**
28	109-0059-559-3321-00	Accounting/Auditing	**$4,500**	**$6,714**	**$2,214**
29	109-0059-559-3410-00	Car Allowance	**$1,000**	**$2,850**	**$1,850**

Final Amended 2025/26 CRA Budget

30	109-0059-559-3311-00	Professional Services CCDP	$50,000	$50,000	$0
31	109-0059-559-3411-00	Telephone	$667	$667	$0
32	109-0059-559-3464-00	Improvement Projects	$29,475	$9,475	($20,000)
34	109-0059-559-3491-00	Other - Charges	$0	$0	$0
35	109-0059-559-3492-00	Other - Charges	$0	$0	$0
36	109-0059-559-3492-50	Utility - Electric	$4,200	$4,199	($1)
37	109-0059-559-3500-00	IT support	$2,800	$3,627	$827
38	109-0059-559-3501-00	IT licenses	$1,000	$1,000	$0
39	109-0059-559-3521-00	Operating supplies	$500	$500	$0
40	109-0059-559-3541-00	Membership	$2,000	$1,173	($827)
41	109-0059-559-3542-00	Indirect Cost Allocation	$16,000	$16,000	$0
42	109-0059-559-6630-00	Housing Rehabilitation Grants	$16,975	$12,911	($4,064)
43	109-0059-559-6630-10	Redevelopment Grants (ARPA Grants Added)	$46,099	$126,099	$80,000
44		**Total Central Expenditures**	**$179,603**	**$239,603**	**$60,000**

Final Amended 2025/26 CRA Budget

Line No			Budgeted 2026	Amended Budget 2026	Net Change
		Expenditures			
		North			
45	109-0060-560-3200-00	Salaries	$43,084	$43,084	$0
46	109-0060-560-3401-00	FICA	$3,295	$3,295	$0
47	109-0060-560-1211-50	Medicare	$0	$0	$0
48	109-0060-560-3402-00	Pension	$3,674	$3,674	$0
49	109-0060-560-3403-00	Health Insurance	$10,300	$10,300	$0
50	109-0060-560-3404-00	Training and Education	$3,500	$3,500	$0
51	109-0059-559-3410-00	Car Allowance	$1,000	$1,000	$0
52	109-0059-559-3411-00	Telephone	$667	$667	$0
53	109-0059-559-3321-00	Accounting/Auditing	$4,500	$6,714	$2,214
51	109-0060-560-3405-00	Professional Services	$4,900	$4,900	$0
52	109-0060-560-3409-00	Improvement Projects	$18,318	$18,318	$0
53	109-0060-560-3409-50	Housing Rehabiliation Grants	$50,000	$47,786	($2,214)
54	109-0060-560-3409-60	Redevelopment Grants	$212,435	$212,435	$0
55	109-0060-560-3410-00	Advertising	$1,000	$1,000	$0
56	109-0060-560-3491-00	North CRA Misc. Expenses	$1,000	$1,000	$0
57	109-0060-560-3492-00	Other	$0	$0	$0
58	109-0060-560-3542-00	Indirect Cost Allocation	$11,000	$11,000	$0
59		**Total North Expenditures**	**$368,673**	**$368,673**	**$0**

Final Amended 2025/26 CRA Budget

Line No			Budgeted 2026	Amended Budget 2026	Net Change
60		**South**			
61	109-0070-570-3200-00	Salaries	$771	$771	$0
62	109-0070-570-3497-00	FICA	$63	$63	$0
63	109-0070-570-3498-00	Pension	$32	$32	$0
65	109-0070-570-3494-00	Training and Education	$1,000	$1,000	$0
66	109-0070-570-3940-50	Other Misc.	$2,730	$2,730	$0
67	109-0070-570-3492-00	Improvement Projects	$8,222	8,222.00	$0
68	109-0059-559-3410-00	Car Allowance	$1,000	$1,000	$0
69	109-0059-559-3411-00	Telephone	$667	$667	$0
68	109-0070-570-3493-00	Professional Services	$3,500	$3,500	$0
69	109-0070-570-3409-50	Redevelopment Grants	$37,102	$37,102	$0
70	109-0070-570-3542-00	Indirect Cost Allocation	$1,000	$1,000	$0
71	109-0075-580-3900-00	ARPA Projects	$0	$0	$0
72		**Total South Expenditures**	**$56,087**	**$56,087**	**$0**
73		**Total Expenditures**	**$604,363**	**$664,363**	**$60,000**
	Excess (deficiency) of revenues over				
74	expenditures	Change in Net Position	$0	$0	

Final Amended 2025-26 Solid Waste Fund

Line No	Account #		2025-2026 Annual Budget Solid Waste Audited 2023	Un-Audited 2024	Adopted Budget 2025	Amended Budget 2025	Budgeted 2026
		Revenues					
1		Charges for Services	$0	$0	$0	$0	**$0**
2	402-343-0130-00	Solid Waste Fees	$150,481	$150,770	$174,700	$174,700	**$179,814**
3		Total Charges for Services	$150,481	$150,770	$174,700	$174,700	**$179,814**
		Expenditures					
		Operational Expenses					
4	402-0033-533-3341-00	Garbage Contract	$143,333	$141,632	$160,300	$160,300	**$166,000**
5	402-0033-533-3545-00	Garbage Adm fee - Gen Fund	$15,711	$13,714	$14,400	$14,400	**$13,814**
6		**Total Operational Expenses**	**$159,044**	**$155,346**	**$174,700**	**$174,700**	**$179,814**
		Change in Net Position	**($8,564)**	**($4,575)**	**$0**	**$0**	**$0**

Final Amended 2025/26 Enterprise Funds

Water

			2025-2026 Annual Budget Water Fund						
					Adopted	Amended		Amended	
			Audited	Un-Audited	Budget	Budget	Budgeted	Budget	Net
Line			2023	2024	2025	2025	2026	2026	Change
No		*note: Non-Recurring Grant Revenue has been excluded from Total Revenues in order to get a clear picture of how much revenue the Water Dept. is generating.							
	Account #	**Revenues**							
		Charges for Services							
1	402-115-0010-00	Accounts Receivable	$0	$0	$0	$0	**$0**		**$0**
2	402-220-0050-00	Water Deposits	$0	$0	$0	$0	**$50**	**$50.0**	**$0**
3	402-229-0100-00	Utility Tax Crescent City	$0	$0	$47,100	$47,100	**$0**		**$0**
4	402-343-0100-00	Water Sales	$390,515	$443,012	$471,000	$471,000	**$465,163**	**$465,163**	**$0**
5	402-343-0110-00	10% Sales for Maintenance	$36,144	$47,078	$0	$0	**$0**	**$0**	**$0**
6	402-343-0230-00	Service Charge	$8,251	$13,245	$10,500	$10,500	**$10,500**	**$10,500**	**$0**
7	402-343-0910-00	Cut in charge	$1,575	$2,524	$3,000	$3,000	**$3,000**	**$3,000**	**$0**
8		**Total Charges for Services**	**$436,485**	**$505,859**	**$531,600**	**$531,600**	**$478,713**	**$478,713**	**$0**
9	402-335-0800-00	American Rescue Plan Act (ARPA)	$417,300	$154,697	$0	$0	**$0**	**$0**	**$0**
10	402-365-0100-00	Sales of Surplus Eqpt.	$12,814	$0	$0	$0	**$0**	**$0**	**$0**
11	402-365-0200-00	Credit Card Convienence Fee	$1	$0	$0	$0	**$0**	**$0**	**$0**
11	402-369-0210-00	Other income	$20,177	$28,620	$0	$0	**$0**	**$0**	**$0**
12	402-381-1000-00	Transfer from Other Funds (Waste Water)	$0	$17,116	$0	$0	**$0**	**$12,548**	**$12,548**
13		Known Riembursements						**$71,869**	**$71,869**
13		**Total Other**	**$450,292**	**$200,433**	**$0**	**$0**	**$0**	**$84,417**	**$84,417**
14		**Total Revenues**	**$886,777**	**$706,292**	**$531,600**	**$531,600**	**$478,713**	**$563,130**	**$84,417**
16	402-369-0200-20	North Main -CDBG	$0	$5,000	$585,000	$585,000	**$585,000**	**$585,000**	**$0**
17	402-369-0200-30	South Main -State Approp	$0	$9,605	$439,145	$439,145	**$0**	**$0**	**$0**
18	402-369-0200-40	Prospect - State Approp	$0	$721,538	$1,452,738	$1,452,738	**$0**	**$0**	**$0**
19	402-369-0200-50	Prospect - REDI Grant	$0	$0	$1,000,000	$1,000,000	**$0**	**$0**	**$0**

Final Amended 2025/26 Enterprise Funds
Water

20	Need account created	Lake Argenta & North Tower Water Main Improvements	$0	$0	$0	$0	**$700,000**	**$700,000**	**$0**
21		ARPA					**$0**	**$18,000**	**$18,000**
		Total Grants	**$0**	**$736,143**	**$3,476,883**	**$3,476,883**	**$1,285,000**	**$1,303,000**	**$18,000**
21		**Total Revenues and Grants**	**$886,777**	**$1,442,435**	**$4,008,483**	**$4,008,483**	**$1,763,713**	**$1,866,130**	**$84,417**

Final Amended 2025/26 Enterprise Funds
Water

			2025-2026 Annual Budget						
			Water Fund						
					Adopted	Amended		Amended	
			Audited	Un-Audited	Budget	Budget	Budgeted	Budget	Net
			2023	2024	2025	2025	2026	2026	Change
Line		**Expenditures**							
No		**Personnel Services**							
22	402-0033-533-1121-00	Staff Salaries *	$80,613	$85,536	$87,800	$96,607	**$101,437**	**$101,437**	**$0**
23	402-0033-533-1141-00	Overtime	$8,742	$4,529	$3,600	$3,600	**$5,000**	**$17,387**	**$12,387**
24	402-0033-533-1151-00	Christmas Bonus	$0	$0	$300	$300	**$300**	**$300**	**$0**
25	402-0033-533-1152-00	Stand by Pay	$3,825	$5,075	$5,200	$5,200	**$5,200**	**$4,600**	**($600)**
26	402-0033-533-1153-00	Employee Incentives	$0	$0	$0	$0	**$1,000**	**$0**	**($1,000)**
27	402-0033-533-1211-00	FICA	$6,769	$7,073	$6,000	$6,125	**$6,289**	**$8,335**	**$2,046**
28	402-0033-533-1211-50	Medicare	$0	$0	$1,450	$1,983	**$1,471**	**$1,471**	**$0**
29	402-0033-533-1221-00	Pension	$4,154	$4,153	$8,100	$8,831	**$8,622**	**$8,942**	**$320**
30	402-0033-533-1231-00	Health & Life Insurance	$10,544	$31,984	$35,500	$35,500	**$35,500**	**$35,500**	**$0**
31	402-0033-533-1241-00	Worker Comp	$2,103	$3,639	$4,000	$4,000	**$4,267**	**$4,267**	**$0**
32		**Total Personnel Services**	**$116,751**	**$141,989**	**$151,950**	**$162,146**	**$169,086**	**$182,239**	**$13,153**
		* Staff Salaries includes the Water Plant Operator and a portion of the Director, Supervisor & and one employee.							

Final Amended 2025/26 Enterprise Funds
Water

Line No			2025-2026 Annual Budget Water Fund Audited 2023	Un-Audited 2024	Adopted Budget 2025	Amended Budget 2025	Budgeted 2026	Amended Budget 2026	Net Change
		Operational Expenses							
33	402-0033-533-1261-00	OPEB Expense/Audit	$989	$0	$0	$0	**$0**		
34	402-0033-533-3313-00	Other Professional Services	$8,166	$7,269	$7,000	$7,000	**$7,000**	**$14,933**	**$7,933**
35	402-0033-533-3321-00	Audit	$8,973	$16,290	$10,400	$10,400	**$5,000**	**$1,836**	**($3,164)**
36	402-0033-533-3341-00	Garbage Contract	$143,333	$141,632	$0	$0	**$0**	**$0**	**$0**
37	402-0033-533-3411-00	Telephone/Internet	$7,421	$9,452	$8,400	$8,400	**$8,400**	**$9,671**	**$1,271**
38	402-0033-533-3412-00	Postage	$0	$0	$0	$0	**$0**		**$0**
39	402-0033-533-3431-00	Utility -electric	$26,302	$27,944	$28,000	$28,000	**$25,000**	**$25,000**	**$0**
40	402-0033-533-3441-00	Rentals & Leases	$0	$0	$0	$0	**$0**		**$0**
41	402-0033-533-3451-00	Auto/Property/General Insurance	$37,909	$55,696	$45,500	$45,500	**$40,304**	**$40,304**	**$0**
42	402-0033-533-3461-00	Building Repair	$222	$51	$1,200	$1,200	**$0**		**$0**
43	402-0033-533-3462-00	Vehicle Repair and Maint	$1,879	$901	$3,500	$3,500	**$2,000**	**$620**	**($1,380)**
44	402-0033-533-3463-00	Equipment Repair and Maint	$48,683	$84,055	$38,000	$38,000	**$30,000**	**$36,909**	**$6,909**
45	402-0033-533-3464-00	Fire Hydrant Repair & Maint	$0	$63,467	$0	$0	**$0**	**$18,000**	**$18,000**
46	402-0033-533-3491-00	Other Charges	$8,469	$1,422	$1,700	$1,700	**$1,700**	**$750**	**($950)**
47	402-0033-533-3491-50	Bad Debt Expense/Coll. Agency	$0	$0	$0	$0	**$0**		**$0**
48	402-0033-533-3500-00	IT Support	$2,663	$3,422	$2,800	$2,800	**$2,800**	**$2,671**	**($129)**
49	402-0033-533-3501-00	IT License	$0	$0	$24	$24	**$24**	**$119**	**$95**
50	402-0033-533-3511-00	Office Supplies	$405	$1,129	$450	$450	**$450**	**$735**	**$285**
51	402-0033-533-3521-00	Operating Supplies	$54,005	$77,659	$63,000	$63,000	**$50,000**	**$60,777**	**$10,777**
52	402-0033-533-3522-00	Gas	$5,398	$4,884	$3,300	$3,300	**$3,300**	**$6,461**	**$3,161**
53	402-0033-533-3522-10	Diesel Fuel	$0	$0	$400	$400	**$400**	**$0**	**($400)**

Final Amended 2025/26 Enterprise Funds
Water

54	402-0033-533-3541-00	Membership & Training	$1,439	$5,220	$300	$300	**$300**	**$323**	**$23**
55	402-0033-533-3542-00	Cost Allocation- Gen Fund	$132,800	$43,811	$132,800	$132,800	**$132,800**	**$132,800**	**$0**
56	402-0033-533-3545-00	Garbage Adm fee - Gen Fund	$15,711	$13,714	$0	$0	**$0**	**$0**	**$0**
57	402-0033-533-6620-00	Water Main on Main St. Design (ARPA)	$0	$0	$0	$0	**$0**	**$0**	**$0**
58	402-0033-581-7730-00	IFT Surplus to Gen Fund unrestricted bal	$0	$0	$0	$0	**$0**	**$0**	**$0**
59	402-0033-581-7740-00	Depreciation	$92,219	$83,328	$0	$0	**$0**	**$0**	**$0**
60		**Total Operational Expenses***	**$596,986**	**$641,346**	**$346,774**	**$346,774**	**$309,478**	**$351,907**	**$42,429**
									$0
61	402-0033-533-6630-00	EPA-SNAP Grant	$0	$0	$0	$0	**$0**		**$0**
62	402-0033-533-6630-85	North Main -CDBG**	$0	$0	$585,000	$585,000	**$585,000**	**$585,000**	**$0**
63	402-0033-533-6630-90	South Main -State Approp	$0	$0	$439,145	$439,145	**$0**	**$0**	**$0**
64	402-0033-533-6630-95	Prospect - State Approp	$0	$0	$1,452,738	$1,452,738	**$0**	**$0**	**$0**
65	402-0033-533-6630-98	Prospect - REDI grant	$0	$0	$1,000,000	$1,000,000	**$0**	**$0**	**$0**
???	???	Lake Argenta & North Tower Water Main Improvements	$0	$0	$0	$0	**$700,000**	**$746,984**	**$46,984**
		Total Grants	**$0**	**$0**	**$3,476,883**	**$3,476,883**	**$1,285,000**	**$1,331,984**	**$46,984**
								$1,331,984	

			2025-2026 Annual Budget						
			Water Fund						
					Adopted	Amended		**Amended**	
Line			Audited	Un-Audited	Budget	Budget	**Budgeted**	**Budget**	**Net**
No			2023	2024	2025	2025	2026	**2026**	**Change**
66		**Total Operational Expenses and Grants**	**$596,986**	**$641,346**	**$3,823,657**	**$3,823,657**	**$1,594,478.0**	**$1,683,891.5**	**$89,413.5**
67		**Change in Net Position**	**$173,039**	**$659,100**	**$32,876**	**$22,680**	**$149**	**($0)**	
* Footnote: Non-Recurring Grant Expenses havebeen excluded from Total Operational Expenses in order to get a clear picture of the Water Dept. expenses.									

Final Amended 2025/26 Enterprise Funds
Wastewater Budget

			2025-2026 Annual Budget						
			Wastewater Fund						
					Adopted	Amended	8.7134	Amended	Net
			Audited	Un-Audited	Budget	Budget	Budgeted	Budget	Change
			2023	2024	2025	2025	2026	2026	
Line		Revenues							
No	Account #								
1		Charges for Services							
2	403-343-0200-00	Wastewater Charges	$422,406	$496,665	$520,200	$520,200	**$521,498**	**$521,498**	**$0**
3	403-343-0220-00	10% Sales for Maintenance	$44,407	$48,122	$0	$0	**$0**	**$0**	**$0**
4	403-343-0910-00	Cut in Charge	$1,200	$800	$3,200	$3,200	**$3,200**	**$3,200**	**$0**
5		**Total Charges for Services**	**$468,013**	**$545,917**	**$523,400**	**$523,400**	**$524,698**	**$524,698**	**$0**
6	403-361-0100-00	Interest Income	$0	$0	$0	$0	**$0**	**$0**	**$0**
7	403-365-0100-00	Sale of Surplus Equipment	$0	$4,050	$0	$0	**$0**	**$0**	**$0**
8	403-369-0100-00	Other Misc. Revenues	$0	$0	$0	$0	**$0**	**$0**	**$0**
9	403-369-0210-00	Uneraned Revenue - ARPA	$0	$0	$0	$0	**$0**	**$0**	**$0**
10	403-381-1000-00	Transfer from General Fund	$64,051	$0	$0	$0	**$0**	**$0**	**$0**
11		Total Other	$64,051	$4,050	$0	$0	**$0**	**$0**	**$0**
12		**Total Revenues**	**$532,064**	**$549,967**	**$523,400**	**$523,400**	**$524,698**	**$524,698**	**$0**
13	403-369-0200-10	Bay Street - CDBG	$0	$0	$60,000	$60,000	**$60,000**	**$60,000**	**$0**
14		**Total Grants**	**$0**	**$0**	**$60,000**	**$60,000**	**$60,000**	**$60,000**	**$0**
15		**Total Revenues and Grants**	**$532,064**	**$549,967**	**$583,400**	**$583,400**	**$584,698**	**$584,698**	**$0**

* Footnote: Non-Recurring Grant Revenue has been excluded from Total Revenues in order to get a clear picture of how much revenue the Wastewater Dept. is generating.

Final Amended 2025/26 Enterprise Funds

Wastewater Budget

			2025-2026 Annual Budget						
			Wastewater Fund						
					Adopted	Amended	8.7134	Amended	Net
			Audited	Un-Audited	Budget	Budget	Budgeted	Budget	Change
			2023	2024	2025	2025	2026	2026	
Line		**Expenditures**							
No		Personnel Services							
16	403-0035-535-1121-00	Staff Salaries *	$39,892	$69,550	$83,400	$88,443	**$92,865**	**$89,171**	**($3,694)**
17	403-0035-535-1141-00	Overtime	$665	$1,228	$2,000	$2,000	**$2,000**	**$2,000**	**$0**
18	403-0035-535-1151-00	Christmas Bonus	$0	$0	$300	$300	**$300**	**$300**	**$0**
19	403-0035-535-1153-00	Employee Incentives	$0	$0	$0	$0	**$2,000**	**$373**	**($1,627)**
19	403-0035-535-1211-00	FICA	$2,042	$4,598	$5,300	$5,373	**$5,758**	**$5,758**	**$0**
20	403-0035-535-1211-50	Medicare	$0	$0	$1,200	$1,513	**$1,347**	**$1,347**	**$0**
21	403-0035-535-1221-00	Pension	$1,923	$2,034	$7,100	$7,529	**$7,894**	**$7,894**	**$0**
22	403-0035-535-1231-00	Health & Life Insurance	$10,708	$12,849	$11,200	$11,200	**$11,200**	**$12,203**	**$1,003**
23	403-0035-535-1241-00	Worker Comp	$2,103	$3,639	$4,000	$4,000	**$4,267**	**$4,267**	**$0**
24		**Total Personnel Services**	**$57,332**	**$93,898**	**$114,500**	**$120,358**	**$127,631**	**$123,314**	**($4,317)**

Final Amended 2025/26 Enterprise Funds

Wastewater Budget

			2025-2026 Annual Budget						
			Wastewater Fund						
					Adopted	Amended	8.7134	Amended	Net
			Audited	Un-Audited	Budget	Budget	Budgeted	Budget	Change
Line			2023	2024	2025	2025	2026	2026	
No		**Operational Expenses**							$0
25	403-0035-535-3312-00	Other Professional Services	$98,666	$67,291	$50,000	$50,000	**$67,291**	**$67,291**	**$0**
26	403-0035-535-3321-00	Audit	$10,140	$16,290	$10,400	$10,400	**$10,400**	**$10,400**	**$0**
27	403-0035-535-3411-00	Telephone/Internet	$3,267	$1,292	$2,300	$2,300	**$2,300**	**$2,300**	**$0**
28	403-0035-535-3431-00	Utility -electric	$31,065	$28,810	$30,000	$30,000	**$30,000**	**$30,000**	**$0**
29	403-0035-535-3441-00	Rentals & Leases	$833	$608	$1,000	$1,000	**$1,000**	**$0**	**($1,000)**
30	403-0035-535-3451-00	Auto/Property/General Insurance	$37,909	$69,130	$60,500	$60,500	**$40,304**	**$40,304**	**$0**
31	403-0035-535-3461-00	Building Repair	$600	$16,335	$1,000	$1,000	**$2,500**	**$4,687**	**$2,187**
32	403-0035-535-3462-00	Vehicle Repair and Maint	$392	$1,010	$3,500	$3,500	**$3,198**	**$2,198**	**($1,000)**
33	403-0035-535-3463-00	Equipment Repair and Maint	$26,943	$22,633	$23,000	$23,000	**$23,000**	**$21,024**	**($1,976)**
34	403-0035-535-3464-00	Loss on Disposal of Equipment	$0	$255	$0	$0	**$0**	**$0**	**$0**
35	403-0035-535-3491-00	Other Charges (FDEP Wells or Groundwater Study)	$7	$0	$0	$0	**$15,000**	**$15,000**	**$0**
36	403-0035-535-3491-50	Bad Debt Expense/Coll. Agency	$0	$0	$0	$0	**$0**	**$0**	**$0**
37	403-0035-535-3500-00	IT Support	$2,632	$3,294	$3,000	$3,000	**$3,000**	**$2,700**	**($300)**

Final Amended 2025/26 Enterprise Funds
Wastewater Budget

38	403-0035-535-3501-00	IT License	$0	$0	$30	$30	**$150**	**$150**	**$0**
39	403-0035-535-3511-00	Office Supplies	$0	$450	$400	$400	**$400**	**$3**	**($397)**
40	403-0035-535-3521-00	Operating Supplies	$11,454	$19,867	$14,000	$14,000	**$14,000**	**$15,204**	**$1,204**
41	403-0035-535-3522-00	Gas	$5,564	$2,936	$1,350	$1,350	**$1,350**	**$1,457**	**$107**
42	403-0035-535-3522-10	Diesel Fuel	$0	$0	$400	$400	**$400**	**$400**	**$0**
43	403-0035-535-3541-00	Membership &Training	$530	$0	$300	$300	**$300**	**$0**	**($300)**
44	403-0035-535-3542-00	Cost Allocation- Gen Fund	$143,368	$72,500	$145,000	$145,000	**$145,000**	**$145,000**	**$0**
		Cost Allocation- Water Fund						**$12,548**	**$12,548**
45	403-0035-535-6630-00	Septic to Sewer Conversion Proj (ARPA)	$8,806	$0	$0	$0			**$0**
46	403-0035-535-6641-00	Equip & Machinery	$0	$0	$5,000	$5,000	**$5,000**	**$5,619**	**$619**
47	403-0035-581-7730-00	IFT Surplus to Gen Fund unrestricted bal	$0	$0	$0	$0	**$0**		**$0**
48	403-0035-581-7733-00	WW Bond Payment Interest (Southstate)	$30,777	$26,579	$25,100	$25,100	**$25,100**	**$25,100**	**$0**
49	403-0035-581-7740-00	Depreciation	$103,109	$105,827	$0	$0	**$0**		**$0**
50		**Total Operational Expenses**	**$516,059**	**$455,107**	**$376,280**	**$376,280**	$389,693	$401,385	$11,692
									$0
51	403-0035-535-6620-60	Bay Street - CDBG	$0	$0	$60,000	$60,000	**$60,000**	**$60,000**	**$0**
		Total Grants	**$0**	**$0**	**$60,000**	**$60,000**	$60,000	$60,000	**$0**
`		**Total Operational Expenses and Grants**	**$516,059**	**$455,107**	**$436,280**	**$436,280**	$449,693	$461,385	
###		**Change in Net Position**	**($41,328)**	**$963**	**$32,620**	**$26,762**	**$7,374**	**($0)**	
* Footnote: Non-Recurring Grant Expenses have been excluded from Total Operational Expenses in order to get a clear picture of the Wastewater Dept. expenses.									

Final Amended 2025/26 Enterprise Funds
Wastewater Budget

Final Amended 2025/26 Enterprise Funds
Gas

			2025-2026 Annual Budget						
			Gas Fund						
					Adopted	Amended		Amended	Net
			Audited	Un-Audited	Budget	Budget	Budgeted	Budget	Change
			2023	2024	2025	2025	2026	2026	
Line		note: Non-Recurring Grant Revenue has been excluded from Total Revenues in order to get a clear picture of how much revenue the Gas Dept. is generating.							
No	Account #	**Revenues**							
1		Charges for Services							
2	401-229-0050-00	Gross receipt tax	$0	$0	$0	$0	**$0**	**$0**	**$0**
3	401-229-0100-00	Utility Tax- Crescent City	$0	$0	$0	$0	**$0**	**$0**	**$0**
4	401-229-0200-00	Utility Tax- Pomona Park	$0	$0	$0	$0	**$0**	**$0**	**$0**
5	401-229-0250-00	Franchise Fee - Pomona Park	$0	$0	$0	$0	**$0**	**$0**	**$0**
6	401-229-0400-00	Utility Tax- Welaka	$0	$0	$0	$0	**$0**	**$0**	**$0**
7	401-229-0450-00	Franchise Fee - Welaka	$0	$0	$0	$0	**$0**	**$0**	**$0**
8	401-229-0600-00	State Sales Tax	$0	$0	$0	$0	**$0**	**$0**	**$0**
9	401-343-0050-00	Gas Sales Non-Tax Resident (Sales and Usage)	$415,407	$434,787	$527,400	$527,400	**$475,000**	**$475,000**	**$0**
10	401-343-0100-00	Sales Tax Non-Resident	$5,880	$0	$0	$0	**$0**	0	**$0**
11	401-343-0300-00	Gas Sale - Taxable Commercial (Sales and Usage)	$138,756	$135,833	$146,796	$146,796	**$146,796**	**$146,796**	**$0**
12	401-343-0400-00	Gas Sales Comm- Non Tax (Churches & Schools) FD City Hall etc.	$50,690	$43,676	$61,354	$61,354	**$64,422**	**$64,422**	**$0**
13	401-343-0500-00	Misc. Tax Sales	$3,580	$8,620	$4,750	$4,750	**$7,807**	**$7,807**	**$0**
14	401-343-0980-00	Service Charge	$27,723	$23,306	$30,600	$30,600	**$30,000**	**$30,000**	**$0**
15		**Total Charges for Services**	**$642,036**	**$646,222**	**$770,900**	**$770,900**	**$724,025**	**$724,025**	**$0**

Final Amended 2025/26 Enterprise Funds

Gas

16	401-369-0200-00	Other income	$3,263	$0	$0	$0	**$0**	**$1,365**	**$1,365**
17	401-381-1000-00	Transfer from General Fund	$0	$185,150	$0	$0	**$0**	**$0**	**$0**
		Riembursements						**$ 194,133.74**	**$194,134**
18		**Total Other**	**$3,263**	**$185,150**	**$0**	**$0**	**$0**	**$195,499**	**$195,499**
19		**Total Revenues***	**$645,299**	**$831,372**	**$770,900**	**$770,900**	**$724,025**	**$919,524**	**$195,499**
20	401-369-0250-00	Grant - Gas line relocation	$1,096,305	$0	$0	$0	**$0**		
21	401-369-0260-00	Grant - PHMSA	$0	$0	$0	$0	**$1,500,000**	**$1,500,000**	**$0**
22		**Total Grants**	**$1,096,305**	**$0**	**$0**	**$0**	**$1,500,000**	**$1,500,000**	**$0**
23		**Total Revenues and Grants**	**$1,741,604**	**$831,372**	**$770,900**	**$770,900**	**$2,224,025**	**$2,419,524**	**$195,499**

Final Amended 2025/26 Enterprise Funds

Gas

	Interesting facts;								
a	Active customers	**1300**		Number of employees		**4+1sup**			
b	Average number of customers per employee	**325**		Miles of gas system (Mains + Services)		**134**			
c	The Florida Public Service Commission governs the City Gas System except for rate increases								
d	The current gas system was created in 1963 with the original cost of $350,000								
e	The gas line to Satsuma is completed and not included in fiscal year 2024. 2.5 miles of 4 inch plastic gas main with 100psi								
f	The PHMSA grant will rebuild five of the 1963 grgulator stations at the City, Lake Como, Pomona Park, Welaka and								
g	San Mateo. Also replace all 3 and 2 1/2 inch low pressure steel gas mains/ 5 miles or more plus replace all 1 1/2 in ch gas mains								
h	(Steel & PE) 15 miles or more. / Gas industry does not use 1-1/2” pipe in new construction. Replace all X-Trub gas mains of all								
i	sizes / PSC wants all x-Trub removed from all gas systems! Replace 12 out of date farm taps. Rework I steel casing with Cathodic								
j	protection problems. Possibly install modern odorization system at the FGT/CCNC gate station in E. Palatka on Hwy 17.								
k	Possibly install an anti-static suppression system in the FGT/CCNG gate station in east Palatka on Hwy 17.								

Final Amended 2025/26 Enterprise Funds
Gas

			2025-2026 Annual Budget						
			Gas Fund						
					Adopted	Amended		Amended	Net
			Audited	Un-Audited	Budget	Budget	Budgeted	Budget	Change
			2023	2024	2025	2025	2026	2026	
Line		**Expenditures**							
No		**Personnel Services**							
24	401-0032-532-1111-00	Executive Salaries *	$50,456	$53,280	$56,000	$60,930	**$63,977**	**$63,977**	**$0**
25	401-0032-532-1121-00	Staff Salaries **	$93,345	$122,887	$142,500	$154,110	**$161,816**	**$161,816**	**$0**
26	401-0032-532-1141-00	Overtime	$1,641	$878	$2,200	$2,200	**$1,000**	**$1,992**	**$992**
27	401-0032-532-1151-00	Christmas Bonus	$0	$0	$500	$500	**$500**	**$500**	**$0**
28	401-0032-532-1160-00	Employee Incentives	$0	$0	$0	$0	**$500**	**$0**	**($500)**
29	401-0032-532-1152-00	Stand by Pay	$3,900	$5,075	$5,200	$5,200	**$5,000**	**$4,500**	**($500)**
30	401-0032-532-1211-00	FICA	$11,051	$13,754	$12,700	$12,937	**$14,000**	**$14,000**	**$0**
31	401-0032-532-1211-50	Medicare	$0	$0	$3,000	$4,013	**$3,274**	**$3,274**	**$0**
32	401-0032-532-1221-00	Pension	$7,481	$7,192	$17,500	$18,888	**$19,192**	**$19,192**	**$0**
33	401-0032-532-1231-00	Health & Life Insurance	$38,220	$11,134	$42,000	$42,000	**$42,000**	**$42,000**	**$0**
34	401-0032-532-1241-00	Worker Comp	$2,103	$3,639	$4,000	$4,000	**$4,452**	**$4,452**	**$0**
35		**Total Personnel Services**	**$208,196**	**$217,839**	**$285,600**	**$304,778**	**$315,711**	**$315,703**	**($8)**
		* Natural Gas Manager Position							
		** 4 existing positions							
		Footnote:	Salaries include five current employees						

Final Amended 2025/26 Enterprise Funds

Gas

			2025-2026 Annual Budget						
			Gas Fund						
					Adopted	Amended		Amended	Net
			Audited	Un-Audited	Budget	Budget	Budgeted	Budget	Change
Line			2023	2024	2025	2025	$2,026.00	2026	
No		Operational Expenses							
36	401-0032-532-1261-00	OPEB Expense/Audit	$0	$175	$0	$0	$0	$0	$0
37	401-0032-532-3313-00	Medical Testing	$151	$0	$150	$150	$120	$120	$0
38	401-0032-532-3314-00	Other Professional Services	$14,584	$3,576	$3,500	$3,500	$3,500	$2,800	($700)
39	401-0032-532-3321-00	Audit	$11,970	$16,290	$10,400	$10,400	$6,000	$8,164	$2,164
40	401-0032-532-3342-00	Other contracts	$1,371	$2,022	$2,000	$2,000	$2,000	$1,500	($500)
41	401-0032-532-3411-00	Telephone/Internet	$3,996	$3,907	$4,000	$4,000	$4,000	$4,000	$0
42	401-0032-532-3412-00	Postage	$25	$108	$1,300	$1,300	$506	$6	($500)
43	401-0032-532-3441-00	Rental and Leases	$0	$0	$0	$0	$0	$0	$0
44	401-0032-532-3451-00	Auto/Property/General Insurance	$14,771	$56,101	$55,500	$55,500	$20,153	$20,153	$0
45	401-0032-532-3461-00	Building Repair and Maintenance	$0	$0	$500	$500	$500	$0	($500)
46	401-0032-532-3462-00	Vehicle Repair and Maint	$3,060	$4,705	$8,500	$8,500	$4,000	$9,502	$5,502
47	401-0032-532-3463-00	Equipment Repair and Maint	$1,538	$1,859	$3,000	$3,000	$1,000	$2,022	$1,022
48	401-0032-532-3480-50	Advertising	$1,750	$2,151	$2,000	$2,000	$1,500	$1,500	$0
49	401-0032-532-3491-00	Other Charges	$2,956	$0	$0	$0	$15,000	$139,862	$124,862
50	401-0032-532-3500-00	IT Support	$2,486	$5,194	$4,500	$4,500	$4,500	$4,500	$0
51	401-0032-532-3501-00	IT License	$78	$302	$800	$800	$800	$600	($200)
52	401-0032-532-3511-00	Office Supplies	$2,347	$1,223	$1,200	$1,200	$1,000	$1,621	$621
53	401-0032-532-3521-00	Operating Supplies	$21,896	$27,295	$30,000	$30,000	$17,000	$26,647	$9,647
54	401-0032-532-3522-00	Gasoline	$12,682	$9,412	$8,500	$8,500	$7,500	$6,500	($1,000)
55	401-0032-532-3522-10	Diesel Fuel	$0	$0	$200	$200	$200	$200	$0
56	401-0032-532-3523-00	Natural Gas Purchase	$178,736	$152,589	$190,000	$190,000	$171,527	$222,739	$51,212
57	401-0032-532-3524-00	Resale Items	$1,329	$5,809	$1,000	$1,000	$4,000	$10,285	$6,285
58	401-0032-532-3541-00	Membership/Training	$820	$0	$1,000	$1,000	$1,000	$1,000	$0
59	401-0032-532-3542-00	Cost Allocation- Gen Fund	$113,128	$35,075	$113,100	$113,100	$113,100	$113,100	$0
60	401-0032-532-6645-50	Gas Line Relocation	$0	$0	$0	$0	$0	$0	$0
61	401-0032-581-7721-00	Interest Debt Service	$0	$0	$27,000	$27,000	$0	$0	$0
62	401-0032-581-7721-50	Interest expense-FGU gas line of credit	$0	$0	$0	$0	$0	$0	$0
63	401-0032-581-7731-00	IFT Surplus to Gen Fund unrestricted bal	$0	$0	$0	$0	$0	$0	$0

Final Amended 2025/26 Enterprise Funds

Gas

					Adopted	Amended		Amended	Net
			Audited	Un-Audited	Budget	Budget	Budgeted	Budget	Change
			2023	2024	2025	2025	2026	2026	
64	401-0032-581-7736-00	Bond interest	$25,552	$26,388	$0	$0	$27,000	$27,000	$0
65	401-0032-581-7740-00	Depreciation	$99,619	$171,002	$0	$0	$0	$0	$0
		Total Operational Expenses*	**$516,868**	**$527,207**	**$470,175**	**$470,175**	**$407,932**	**$605,847**	**$197,915**
66	401-0032-532-6645-60	PHMSA Grant	$0	$0	$0	$0	$1,500,000	$1,500,000	$0
67		**Total Operational Expenses and Grants**	**$516,868**	**$527,207**	**$470,175**	**$470,175**	**$1,907,932**	**$2,105,847**	**$197,915**
68		**Change in Net Position**	**$1,016,539**	**$86,326**	**$15,125**	**($4,053)**	**$382**	**($2,026)**	

* Footnote: Non-Recurring Grant Expenses have been excluded from Total Operational Expenses in order to get a clear picture of the Gas Dept. expenses.

Briefing Sheet
Consent Agenda Items

1. Truck Leasing Approvals (Public Works, Fire Department, and CCNG)

Requested Action:
Approval to proceed with leasing trucks for Public Works, Fire Department, and CCNG, with delivery scheduled for **January 2027**.

Lease Amounts (per vehicle):

- CCNG: **up to $1,275.16** per truck lease x2
- Public Works: **up to $926.75** per truck lease x1
- Fire Department: **up to $1,055.42** per truck lease x1

Background:

- Quotes for all vehicles were presented in prior commission meetings.
- Funding for Public Works and Fire Department vehicles is budgeted in the **General Fund**.
- Funding for CCNG vehicles is budgeted in the **Gas Fund**.
- Approval will allow staff to begin the procurement and leasing process to ensure timely delivery in early 2027.

Recommendation:
Approve the initiation of leasing agreements for the identified vehicles.

---

2. Putnam County Sheriff's Office – Annual Contract Renewal

Requested Action:
Renew the existing annual contract with the Putnam County Sheriff's Office.

Contract Amount:

- Total annual cost: **$494,825**
- No change from the previous year's contract cost.

Payment Schedule:

- **Quarterly payments**, each in equal installments of **$123,706.25**
- Payments due **in advance on the 1st of each month** for each quarter.

Background:

- Contract details and renewal terms have been provided. Added language has been underlined for review.
- Continuation of services is essential for law enforcement coverage.

Recommendation:
Approve renewal of the Sheriff's Office annual service contract.

---

3. Wastewater Facility Electronic Gate Project

Requested Action:
Authorize installation of the electronic gate at the Wastewater Facility.

Budget Information:

- **$15,000** was budgeted for the project in both **FY 2025–26** and **FY 2026–27**.
- Originally planned as part of the **FDEP in-kind project**, but later **rejected by FDEP** as a qualified in-kind expense.

Project Timing:

- Work is planned for **October 2026**.

Background:

- The commission previously approved the gate project within the in-kind framework.
- Since FDEP has rejected it as in-kind, direct authorization is needed to proceed using budgeted project funds of 15K.

Recommendation:
Grant permission to move forward with the electronic gate installation as budgeted.

TheBancorp

QUOTE # 00001507

QUOTE DATE 08/31/2026

City of Crescent City
3 North Summit Street
Crescent City, FL 32112

2027 F-250 white Extended cab w/ 8' Knapheide utility Cost $67,490					miles/Unlimited
	Term In Months	**Payment**	**Tax**	**Total**	**Termination Value**
☐	60	$15,301.97	Tax Exempt	$15,301.97 Annual	$1.00

GBS 1,275.16 x 2

2027 F-250 white Crew Cab w/ amber/white strobes, tint, key Cost $49,050					miles/Unlimited
	Term In Months	**Payment**	**Tax**	**Total**	**Termination Value**
☐	60	$11,121.03	Tax Exempt	$11,121.03 Annual	$1.00

Publicworks 926.75

2027 F-250 red Crew cab w/ fiberglass topper Cost $55,860					miles/Unlimited
	Term In Months	**Payment**	**Tax**	**Total**	**Termination Value**
☐	60	$12,665.08	Tax Exempt	$12,665.08 Annual	$1.00

FIRE 1,055.42

Disclaimers:

Lease quotes based on purchase cost from Duval Ford, see Jared Davis

Leasing quotes are based on current effective rates and manufacturer pricing for budgeting purposes only and are subject to change. Subject to credit approval.

Please contact Otniel Cruz at ocruz@thebancorp.com for additional information.

DUVAL | Ford
• Since 1915 •

Crescent City

QUOTE ID: 2205JD

Contract Holder 8/31/2026

Prepared for:
Crescent City
Keith Harris
publicworks@crescentcity-fl.com
386-972-5640

Public Works

Duval Ford
Jared Davis
(Work) 904-388-2144
(Fax) 904-387-6816
jared.davis@duvalmotor.com
405 Lane Avenue North
Jacksonville, FL 32258

PLEASE CONFIRM RECEIPT OF QUOTE VIA EMAIL

We appreciate your interest and the opportunity to quote. Pricing references the FLORIDA SHERIFFS ASSOCIATION LIGHT VEHICLE CONTRACT FSA 25VEL-33. If you have any questions regarding this quote please call! Note, Vehicle will be ordered white exterior unless specified on purchase order. Shipping and Invoicing instructions are required on agency purchase order.

Labor: $90/Hr	Parts QTY	Code	Equipment	UNIT PRICE	EXTENDED
	1	27 W2B NORTH	Item 214: 2027 Ford F250 Crew Cab 160"WB 4x4. Power Windows, Locks, Keyless Entry	$ 46,452.00	$ 46,452.00
0	1	Z1	Oxford White exterior	$ -	$ -
0	1	AS	Medium Dark Slate vinyl, 40/20/40	$ -	$ -
0	1	99N.44F	7.3L 2V DEVCT NA PFI V8 Gas/TorqShift®-G Ten-Speed Automatic with Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul, Off-Road (4x4))	$ -	$ -
0	1	18B CREW	Platform Running Boards	$ 443.00	$ 443.00
0	1	85S	Spray-in bedliner, may be dealer installed	$ 647.00	$ 647.00
0	1	LED PKG 1	SD PERIMETER LIGHTING: AMBER/WHITE A: (2) SOUNDOFF: XF Flush mount [EXFS10002-(Y)]Location: On grill B: (2) SOUNDOFF: XF Flush mount [EXFS10002-(Y)] Location: On bumper	$ 646.00	$ 646.00
			 		
0	1	TINTA	Tint All Windows 4 Door Including Windshield Strip	$ 357.00	$ 357.00
0	1	RKE	Additional programmed integrated key transmitter fob (Total of 3 keys)	$ 312.00	$ 312.00
0	1	TAG	New Tag Charge (Florida only) Requires (TTO) Tag/Title option. Specify City, State, or Sheriffs Tag. Includes (TMP). Transfer Tag Charge: (Florida only: $90) Please send scan of agency registration with tag ID clearly indicated. Requires (TTO) Tag/Title Option, includes (TMP)	$ 125.00	$ 125.00
0	1	TTO	Tag and Title processing and handling fee. Tags are processed at the local tag office and affixed to vehicle prior to delivery. Cost includes electronic administrative fee, manual processing courier, and Fedex related expense.	$ 68.00	$ 68.00
0		TOTAL LABOR HOURS			
		Additional Notes			
UNIT COST					$ 49,050.00
TOTAL QUANTITY		1		***TOTAL PURCHASE***	$ 49,050.00

DUVAL | Ford
• Since 1916 •

Crescent City

QUOTE ID:	2206JD		Contract Holder	8/31/2026
	Prepared for: Crescent City Keith Harris publicworks@crescentcity-fl.com 386-972-5640	GAS	Duval Ford Jared Davis (Work) 904-388-2144 (Fax) 904-387-6816 jared.davis@duvalmotor.com 405 Lane Avenue North Jacksonville, FL 32258	

PLEASE CONFIRM RECEIPT OF QUOTE VIA EMAIL

FLORIDA COOPERATIVE PURCHASING PROGRAM

We appreciate your interest and the opportunity to quote. Pricing references the FLORIDA SHERIFFS ASSOCIATION LIGHT VEHICLE CONTRACT FSA 25VEL-33. If you have any questions regarding this quote please call! Note, Vehicle will be ordered white exterior unless specified on purchase order. Shipping and Invoicing instructions are required on agency purchase order.

Labor: $90/Hr	Parts QTY	Code	Equipment	UNIT PRICE	EXTENDED
	1	27 X2B NORTH	Item 216: 2027 Ford F250 Super Cab 148"WB 4x4. Power Windows, Locks, Keyless Entry	$ 44,228.00	$ 44,228.00
	1	LWB.X2B	56" Cab to Axle, 8 Foot Bed [UPDATED FOR 2027 MY]	$ 1,494.00	$ 1,494.00
	1	Z1	Oxford White exterior	$ -	$ -
	1	AS	Medium Dark Slate vinyl, 40/20/40	$ -	$ -
	1	99N.44F	7.3L 2V DEVCT NA PFI V8 Gas/TorqShift®-G Ten-Speed Automatic with Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul, Off-Road (4x4))	$ -	$ -
	1	18B SUPER	Platform Running Boards	$ 443.00	$ 443.00
	1	534	COMPLETE TRAILER TOW PACKAGE – HD Availability: Optional on XL, XLT .Includes (52B) Factory Trailer brake controller .Includes trailer plug 6 or 7-way flat trailer Plug .Includes Tow Capacity-matched hardware pack: Class IV Ball Mount, 2 5/16" Ball, pin and clip[Recommend Locking Differential] [Updated DEC '25]	$ 1,736.00	$ 1,736.00
0	1	31*	Ship Thru Qualified body modifier, Discounts Available for Chassis Pre-Payment upon	$ 625.00	$ 625.00
0	1	KSB 3	8' Knapheide 696 SRW 56" CA (Steel) Requires (31*) Ship thru Second Stage Body Modifier. Includes weight slip, second stage MSO and body certification decal.	$ 13,529.00	$ 13,529.00
0	1	SBO 64	Spray Line Box Tops, Cargo Area, and service body tailgate for 8' service bodies	$ 1,496.00	$ 1,496.00
0	1	SBO 67	Spray Line Service body bumper tops and sides. Does not include the lower body panel between tailgate and bumper (add $100)	$ 272.00	$ 272.00
0	1	LED PKG 6	SUPER DUTY PERIMETER LIGHTING + LIGHTBAR: AMBER/WHITE A: (2) SOUNDOFF: mPower 3" QM [EMPS1QMS3*] (DUAL COLOR) Location: Grille B: (2) SOUNDOFF: mPower 4" QM [EMPS2QMS4*] (DUAL COLOR) Location: Bumper C: (1) SOUNDOFF: 54" nROADS Lightbar Location: Roof, fixed D: (1) SOUNDOFF: 600 series 6 switch controller ETSP6F ~Ford Sync Vehicle Integrated Controller Available with this package	$ 2,805.00	$ 2,805.00
0	1	TINTA	Tint All Windows 4 Door Including Windshield Strip	$ 357.00	$ 357.00
0	1	RKE	Additional programmed integrated key transmitter fob (Total of 3 keys)	$ 312.00	$ 312.00
0	1	TAG	New Tag Charge (Florida only) Requires (TTO) Tag/Title option. Specify City, State, or Sheriffs Tag. Includes (TMP). Transfer Tag Charge: (Florida only: $90) Please send scan of agency registration with tag ID clearly indicated. Requires (TTO) Tag/Title Option, includes (TMP)	$ 125.00	$ 125.00
0	1	TTO	Tag and Title processing and handling fee. Tags are processed at the local tag office and affixed to vehicle prior to delivery. Cost includes electronic administrative fee, manual processing courier, and Fedex related expense.	$ 68.00	$ 68.00
0		TOTAL LABOR HOURS			
		Additional Notes			
UNIT COST					$ 67,490.00
TOTAL QUANTITY		2		*TOTAL PURCHASE*	$ 134,980.00

DUVAL | Ford
• Since 1918 •

Crescent City

QUOTE ID:	2207JD	Contract Holder	8/31/2026
Prepared for:	Fire Dept	Duval Ford	
Crescent City		Jared Davis	
Keith Harris		(Work) 904-388-2144	
publicworks@crescentcity-fl.com		(Fax) 904-387-6816	
386-972-5640		jared.davis@duvalmotor.com	
		405 Lane Avenue North	
		Jacksonville, FL 32258	

PLEASE CONFIRM RECEIPT OF QUOTE VIA EMAIL

We appreciate your interest and the opportunity to quote. Pricing references the FLORIDA SHERIFFS ASSOCIATION LIGHT VEHICLE CONTRACT FSA 25VEL-33. If you have any questions regarding this quote please call! Note, Vehicle will be ordered white exterior unless specified on purchase order. Shipping and Invoicing instructions are required on agency purchase order.

Labor: $90/Hr	Parts QTY	Code	Equipment	UNIT PRICE	EXTENDED
	1	27 W2B NORTH	Item 214: 2027 Ford F250 Crew Cab 160"WB 4x4. Power Windows, Locks, Keyless Entry	$ 46,452.00	$ 46,452.00
0	1	PQ	Race Red exterior	$ -	$ -
0	1	AS	Medium Dark Slate vinyl, 40/20/40	$ -	$ -
0	1	99N.44F	7.3L 2V DEVCT NA PFI V8 Gas/TorqShift®-G Ten-Speed Automatic with Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul, Off-Road (4x4))	$ -	$ -
0	1	18B CREW	Platform Running Boards	$ 443.00	$ 443.00
0	1	85S	Spray-in bedliner, may be dealer installed	$ 647.00	$ 647.00
0	1	LED PKG 7	SUPER DUTY PERIMETER LIGHTING + LIGHTBAR - FIRE: RED/WHITE A: (2) SOUNDOFF: mPower 3" QM [EMPS1QMS3*] (DUAL COLOR) Location: Grille B: (2) SOUNDOFF: mPower 4" QM [EMPS2QMS4*] (DUAL COLOR) Location: Bumper C: (1) SOUNDOFF: 55" mPOWER Lightbar Location: Roof, fixed D: (1) SOUNDOFF: Handheld nERGY 400 series siren handheld ETSA462HPP Location: In cab E: (1) SOUNDOFF: 100J Series composite speaker ETSS100J Location: behind grille `Ford Sync Vehicle Integrated Controller Available with this package	$ 4,072.00	$ 4,072.00
0	1	BEDCOVER 1	Leer 100SCC Commercial Fiberglass- cab high topper with solid sides painted to match vehicle	$ 3,384.00	$ 3,384.00
0	1	TINTA	Tint All Windows 4 Door Including Windshield Strip	$ 357.00	$ 357.00
0	1	RKE	Additional programmed integrated key transmitter fob (Total of 3 keys)	$ 312.00	$ 312.00
0	1	TAG	New Tag Charge (Florida only) Requires (TTO) Tag/Title option. Specify City, State, or Sheriffs Tag. Includes (TMP). Transfer Tag Charge: (Florida only: $90) Please send scan of agency registration with tag ID clearly indicated. Requires (TTO) Tag/Title Option, includes (TMP)	$ 125.00	$ 125.00
0	1	TTO	Tag and Title processing and handling fee. Tags are processed at the local tag office and affixed to vehicle prior to delivery. Cost includes electronic administrative fee, manual processing courier, and Fedex related expense.	$ 68.00	$ 68.00
0		TOTAL LABOR HOURS			
		Additional Notes			
UNIT COST					$ 55,860.00
TOTAL QUANTITY		1		TOTAL PURCHASE	$ 55,860.00

COMPARISON DRAFT

Legend: Underlined text is new or changed in the 2026 revision compared with the signed 2025-26 agreement. Unmarked text is carried forward in substance.

AGREEMENT FOR LAW ENFORCEMENT SERVICES BETWEEN THE CITY OF CRESCENT CITY, FLORIDA AND H.D. "GATOR" DELOACH, AS SHERIFF OF PUTNAM COUNTY, FLORIDA

This Agreement is entered into by and between the **City of Crescent City**, a Florida municipal corporation ("**City**"), and **H.D. "Gator" DeLoach, as Sheriff of Putnam County, Florida**, on behalf of the constitutional Office of the Sheriff ("**Sheriff**" or "**PCSO**"). The City and the Sheriff are each a "**Party**" and together the "**Parties**."

WITNESSETH:

WHEREAS, the Sheriff is the constitutional law-enforcement officer of Putnam County and may contract to provide law enforcement services to municipalities in the County; and

WHEREAS, the City desires to obtain law enforcement services from the Sheriff while maintaining its charter police power; this Agreement is a contract for services only and is not a transfer, merger, or consolidation of governmental functions under Article VIII, Section 3 or 4 of the Florida Constitution, or Section 163.01(14), Florida Statutes; and

WHEREAS, the Parties are authorized to enter this Agreement under Sections 125.0101, 166.021, and 163.01, Florida Statutes; and

WHEREAS, under Section 768.28(18) and (19), Florida Statutes, neither Party waives sovereign immunity or increases its limits of liability by entering this Agreement, and this Agreement does not require either Party to indemnify or insure the other for the other Party's negligence; and

WHEREAS, the City has requested that the Sheriff furnish law enforcement services within the City's municipal boundaries on the terms of this Agreement;

NOW, THEREFORE, in consideration of the mutual promises in this Agreement, the Parties agree as follows. The Recitals are incorporated as part of this Agreement.

1. SHERIFF'S OBLIGATIONS

The Sheriff agrees to provide the law enforcement services required for the City within its municipal boundaries on a full-time basis, as contracted under this Agreement.

A. Staffing. The Sheriff will provide five uniformed, certified law enforcement deputies (officers) to the City for 24-hour law enforcement services, including traffic enforcement, as provided in this Agreement.

B. Liaison. The Sheriff shall designate a supervisor as the liaison between the City and the Sheriff. This position will be at a minimum a rank of Lieutenant or above to coordinate and communicate directly with the City Manager or, in their absence, an agreed-upon designee with authority to make decisions within the City.

C. Equipment. The Sheriff shall fully equip the five uniformed, certified law enforcement deputies (officers) with all authorized equipment and apparel.

D. Assignment. The Sheriff shall assign the five deputies to the City's geographical boundaries unless exigent circumstances require otherwise. Each deputy will be assigned to an existing Sheriff patrol shift (4), with the fifth shift scheduled as needed to meet service demands or other crime prevention strategies the Sheriff deems appropriate.

E. Vehicles. The Sheriff shall provide appropriately marked vehicles for deputies assigned to the City and shall maintain these vehicles, including gas, oil, and tires.

F. Traffic engineering. Neither the Sheriff nor his designee shall act as the City's traffic engineer. If available, they may be called upon to provide information concerning statistics, such as traffic accidents at a particular location, the number of traffic arrests, and similar data. This includes, if requested by the City Manager, recommendations for additional traffic control devices, but the City will have sole authority and responsibility for implementing any recommended traffic control devices.

G. Records. The Sheriff shall maintain all records of law enforcement services rendered, including incident reports, citations, criminal investigations, and wanted persons. The Sheriff is the custodian of those records.

H. Control of personnel. The Sheriff shall at all times maintain control over said personnel and their activities. The Sheriff or his designee and the City shall, upon the request of either Party, communicate and collaborate to address complaints, concerns, and other requests from the City Commission, crime trends, and law enforcement services being provided to the businesses and residents of the City. That collaboration is planning-level only and is not operational command.

I. Employment. The Sheriff shall provide and be responsible for its personnel's hiring, training, assignment, discipline, and dismissal. Assigned deputies remain employees of the Sheriff, not of the City.

J. Data and meetings. The Sheriff shall provide the City, upon request, data concerning calls for service, location of calls, nature of calls, number of non-criminal calls and assistance rendered, time call is received, time of response, and length of the call, and a process for timely notification of any significant incidents occurring within or affecting the City, sent to the City Manager and/or designee. The liaison or his designee will attend regularly scheduled commissioner meetings and other special-related events as needed and requested by the City Manager, when duty permits.

K. Special events. The Sheriff shall provide security and traffic detail deputies to support

nonprofit special event activities within the City. The special event organizer may be responsible for paying off-duty employment rates in accordance with the Sheriff's Policies and Procedures. The Sheriff shall cooperate with the City and follow City procedures to permit special events. The Sheriff shall work out special details with the nonprofit sponsoring agency and the City Manager in accordance with the Sheriff's Policies and Practices. Scheduling is subject to available personnel.

L. Supplemental services. The Sheriff shall provide the City, upon request of the City Manager, supplemental law enforcement services of a deputy sheriff beyond those services described herein, as may be needed from time to time that cannot be accommodated by mutually agreed rescheduling of the deputies in this Agreement, if personnel are available. The City shall compensate for those services in accordance with the Sheriff's Policies and Procedures and rates customarily charged at the time. The Sheriff may update those rates by written notice.

2. CITY'S OBLIGATIONS

A. Training funds. The City shall transfer any funds accrued in its Law Enforcement Trust Fund (training fund) to the Sheriff for officer training.

B. Limited grant of authority. The City retains its charter police power. To the extent allowed by law, and only while a deputy is assigned under this Agreement, the City authorizes that sworn deputy to enforce the City's ordinances, make arrests and searches according to law, and perform law enforcement functions incidental and necessary to the services. This is a limited, revocable grant for the term of this Agreement. It does not make Sheriff employees City employees, transfer the City's police function, or diminish the Sheriff's status as a constitutional officer.

C. Code enforcement and animal control. Sheriff deputies will not act as Code Enforcement Officers and/or Animal Control. They may, if needed, enforce existing City ordinances that provide for fines and imprisonment. This subsection does not assign Chapter 162 code-enforcement-board duties to the Sheriff.

D. Compensation. The City shall pay the Sheriff an annual sum of $98,965.00 for each uniformed deputy assigned to the City under Section 1.A, for a total of $494,825.00 per year. Payments will be broken down into four equal amounts of $123,706.25, due in advance on the 1st of each quarter, beginning October 1, 2026, through September 30, 2027.

E. Late payment. Any installment not received within ten (10) days after the due date is delinquent. Delinquent amounts shall accrue interest at the lawful rate under Section 218.74, Florida Statutes, or one percent (1%) per month, whichever lawfully applies. Failure to pay is a material breach. To the extent permitted by law, the City shall pay the Sheriff's reasonable costs and attorney's fees incurred to collect amounts due under this Agreement.

F. No setoff. The City shall not withhold, set off, or reduce any payment because of a dispute or a claimed service deficiency except by written agreement of the Parties or court order.

G. Change in staffing. The City may request an increase or decrease in the number of deputies

in Section 1.A by written notice delivered to the Sheriff 180 days before the requested change. No change is effective unless the Parties agree in a written addendum signed by both Parties. If agreed, the annual amount will be adjusted or prorated from the actual date of the change. If additional deputies are added, the Sheriff may charge the then-current per-deputy cost if it exceeds Section 2.D.

H. Office space. Upon execution and for the duration of this Agreement, the City shall provide suitable office space for the Sheriff to conduct law enforcement business and give citizens a location to report and meet with law enforcement. The City shall provide the office space at no cost to the Sheriff. The Sheriff shall be responsible for utilities for the designated space, including electricity, water, and internet. The Sheriff must use the office space exclusively due to the confidential nature of investigations and records. The City shall maintain the premises in safe condition and permit 24-hour access for Sheriff personnel.

3. TERM AND HOLDOVER

This Agreement shall be in full force and effect from October 1, 2026, to September 30, 2027. If the City continues to accept services after expiration without a new written agreement, services continue month-to-month at the Section 2.D rate, or at a rate increased by the Sheriff on thirty (30) days' written notice to reflect actual cost increases, until terminated under Section 13. Continuation after expiration does not create a multi-year indebtedness of the City.

4. RECRUITMENT AND TRAINING PERIOD

The City and the Sheriff recognize that hiring and training new deputies is not instantaneous. It involves a rigorous background check, intensive training, and other state-regulated procedures. Both Parties acknowledge an initial employment transition period during which the Sheriff must recruit, hire, and train the number of deputies agreed to in Section 1.A. Accordingly, both Parties agree that the Sheriff is exempt from Section 1.A of this Agreement during any recruitment and training period, but law enforcement services will still be provided 24 hours a day, seven days a week, as needed.

5. SECTION 943.25 EDUCATION FUNDS

All law enforcement education funds levied and collected by the Clerk of the Court and earmarked for and forwarded to the City pursuant to Florida Statutes, Section 943.25, shall be assigned over to the Sheriff and used for the law enforcement education purposes authorized in the statute. The Sheriff shall have no claim or right to any other monies that the City receives through entitlement programs, grants, or otherwise in connection with any law enforcement activities, except as this Agreement expressly provides.

6. INDIRECT SUPPORT SERVICES

The City recognizes it will indirectly receive the benefit of the following services associated with law enforcement under this Agreement, at no separate charge:
i. Administrative services

ii. Evidence handling and storage
iii. Public Information Services
iv. Office of the General Counsel
v. Victim Advocate Services
vi. Records Division
vii. Public Records Officer
viii. Accredited Law Enforcement
ix. Major investigations including homicide, aggravated felonies, abuse and neglect, sex crimes, missing persons, robbery, economic crimes, traffic homicide, bomb, and arson
x. Environmental crimes, auto theft, fugitive apprehension, crime scene technicians
xi. Major crime scene technical expertise
xii. Case filing
xiii. Crime Analysis
xiv. Crime Stoppers
xv. Community Services
xvi. Media Relations
xvii. All required training and certification for personnel
xviii. 911 call center and radio communications
xix. Citizen-requested extra patrol (vacation checks)
xx. Aircraft support as needed

Those functions are provided on the same priority basis as the rest of Putnam County. This Section creates no separate staffing right and no warranty of immediate availability.

7. TOWING

The Sheriff controls all law enforcement-related towing requests and reserves the right to maintain and adapt those procedures as needed, consistent with law.

8. LIABILITY; SOVEREIGN IMMUNITY; NO CROSS-INDEMNITY

A. The City and the Sheriff shall each be separately liable and responsible for the actions of their respective officers, agents, and employees in performing this Agreement.

B. Nothing in this Agreement waives sovereign immunity or increases the limits of liability in Section 768.28, Florida Statutes. This Section is intended to comply with Section 768.28(19).

C. Neither Party shall indemnify, defend, insure, or assume liability for the other Party's negligence or for the negligence of the other Party's officers, employees, or agents.

D. City employees shall not be deemed agents or servants of the Sheriff, and Sheriff employees shall not be considered agents or servants of the City. Each Party remains entitled to sovereign immunity under Section 768.28 and common law, and to official immunity.

9. INDEPENDENT CONTRACTOR; CONSTITUTIONAL OFFICER

The City retains the Sheriff as an independent contractor to provide law enforcement services, subject to this Agreement. The Sheriff shall have discretion and operational oversight regarding the manner and means in which law enforcement services are provided unless otherwise provided herein. Assigned deputies shall have only the limited authority granted in Section 2.B. The City shall not direct specific investigations, arrests, discipline, or tactics.

10. NO PARTNERSHIP

The relationship between the City and the Sheriff shall be solely as set forth herein. Neither Party shall be deemed the employee, agent, partner, or joint venture of the other, except for the limited authority in Section 2.B. Neither Party may bind the other except as expressly set forth herein. Employees of each Party remain that Party's employees and are not entitled to employment benefits from the other.

11. CITY REPRESENTATIONS

The City represents, warrants, and covenants throughout the term:

A. The City is duly organized under Florida law, has authority to enter and perform this Agreement, and has duly authorized execution, including budget approval of the compensation in Section 2.D.

B. This Agreement is the valid and binding obligation of the City, except as limited by bankruptcy or similar laws.

C. Execution and performance do not materially conflict with the City's charter or any material agreement or applicable law.

D. The City has authority to grant the limited ordinance-enforcement authority in Section 2.B.

12. SHERIFF REPRESENTATIONS

The Sheriff represents, warrants, and covenants throughout the term:

A. He is the duly elected, qualified, and incumbent Sheriff of Putnam County and has authority to enter and perform this Agreement on behalf of the Office of the Sheriff.

B. This Agreement is the valid and binding obligation of the Office of the Sheriff and binds the Office and any successor Sheriff as to unperformed official obligations.

C. The Sheriff has complied and shall comply with applicable laws relating to law enforcement services and the employment of deputy sheriffs.

D. Neither Party may modify staffing or consideration except by written amendment. Neither Party may set off amounts in dispute except by mutual written agreement or as otherwise provided herein.

13. TERMINATION

A. Termination for convenience. Either Party may terminate this Agreement, with or without cause, by giving the other at least one hundred eighty (180) days' prior written notice. When that notice period expires, the transition in subsection D begins.

B. Nonpayment. If the City fails to pay any installment when due and does not cure within ten (10) days after written notice, the Sheriff may suspend dedicated assignment of the five deputies, provide coverage as available through ordinary County patrol, and/or terminate this Agreement. Suspension does not waive amounts due.

C. Other material breach. Either Party may give written notice of a material breach other than nonpayment. The other Party shall have thirty (30) days after receipt to cure. If not cured, the non-breaching Party may terminate, subject to subsection D.

D. Transition. In the event of termination or expiration, the Parties shall cooperate in good faith to effect a smooth transition to a city police department or other provider and to maintain, during the transition, the law enforcement services required by the Constitution of the State of Florida. The Sheriff shall return City-owned keys and property. Original investigative files, evidence, and recordings remain in the Sheriff's custody unless law requires otherwise.

14. VENUE

The laws of the State of Florida shall govern this Agreement. Venue and jurisdiction shall lie only in Putnam County, Florida, unless the Parties agree otherwise in writing. The Parties waive inconvenient-forum defenses.

15. INTERPRETATION

Singular includes plural and vice versa. Headings are for convenience only. This Agreement shall not be construed more strictly against the Sheriff as drafter. Both Parties had the opportunity to consult counsel.

16. CROSS-REFERENCES

References to a Section are to this Agreement unless specified otherwise. "Hereof," "herein," and similar words refer to this Agreement as a whole.

17. ENTIRE AGREEMENT; AMENDMENT

This Agreement constitutes the entire agreement between the Parties on this subject and supersedes prior written or verbal understandings. It may be amended only by a writing signed by both Parties. Informal emails or Commission motions do not amend it. If any provision is held invalid, the remaining provisions remain in effect.

18. NOTICE

Notices must be in writing. Notice is effective three (3) business days after certified mail, return receipt requested, postage prepaid; one (1) business day after overnight courier; or on the business day of email if a non-automated confirmation of receipt is obtained that day. Termination, nonpayment, and staffing notices shall also be sent by certified mail or overnight courier.

City:
City Manager
3 Summit Street
Crescent City, Florida 32112

Sheriff:
Sheriff of Putnam County
130 Orie Griffin Blvd
Palatka, Florida 32177

19. NON-ASSIGNABILITY

Neither Party shall assign this Agreement without the other Party's prior written approval, except that this Agreement binds a successor Sheriff as to unperformed official obligations of the Office.

20. TIME

Time is of the essence in the payment and performance of all obligations hereunder.

21. WAIVER OF BOND AND JURY TRIAL

To the fullest extent permitted by law, each Party waives posting of any bond and waives trial by jury in any action between them on this Agreement.

22. CUMULATIVE REMEDIES

Rights and remedies are cumulative.

23. NO WAIVER

Delay or failure to exercise a right is not a waiver. Acceptance of a lesser payment is on account of the earliest amount due and is not an accord and satisfaction.

24. NO PLEDGE OF AD VALOREM TAXES

This Agreement does not constitute a general indebtedness of the City. The Sheriff shall not have the right to compel the City to levy ad valorem taxes to pay amounts due. This Agreement is not

a lien on City property. Payment obligations are subject to lawful annual appropriation. The City shall pay for services actually rendered in accordance with this Agreement.

25. FORCE MAJEURE

If either Party is unable to perform because of circumstances beyond its reasonable control, including acts of God, earthquakes, fires, floods, wars, civil or military disturbances, acts of terrorism, sabotage, strikes, epidemics, riots, or power failures, that Party shall not be liable for damages resulting from such failure to perform. The City remains obligated to pay for services actually provided.

26. COUNTERPARTS

This Agreement may be executed in counterparts, including electronic signatures.

IN WITNESS WHEREOF the Parties have caused this Agreement to be signed by their duly authorized officials.

CITY OF CRESCENT CITY
By: _____ Date: _____
Michele Myers, Mayor
By: _____ Date: _____
City Manager, Derrick Martin
ATTEST:
By: _____ Date: _____
City Clerk
Approved as to form and legal sufficiency:
By: _____ Date: _____
City Attorney

H.D. "GATOR" DELOACH, AS SHERIFF OF PUTNAM COUNTY, FLORIDA
By: _____ Date: _____
H.D. "Gator" DeLoach, Sheriff
Approved as to form and legal sufficiency:
By: _____ Date: _____
Alexander M. Sharp, General Counsel

Material 2025 language omitted from this 2026 draft
- Mutual indemnify / defend / hold-harmless clauses (2025 Section 8).
- Language vesting City police power and calling assigned deputies "sworn officers of the CITY" (2025 Section 2.B).
- City's ability to change deputy count by written notice alone, without a mutually signed addendum (2025 Section 2.E).
- Facsimile as a standalone notice method (2025 Section 19).
- Separate Drafting, Separability, and 2025-style Severability sections.
- Named City Attorney Don Holmes; 2026 uses a generic City Attorney line.

Lowman Fence Company

Quote

2510 Reid St
Palatka, Fl. 32177
Office 386-328-3778

waynewestbury@lowmanfenceco.com

Date	Quote #
10/8/2025	

Name / Address

City of Crescent City
3 Summit St
Crescent City Fl 32112
Keith Harris - 386-972-5640
publicworks@crescentcity-fl.com

Qty	Unit	Description	Cost	Total
		Waste Water Entrance Gate		
1	Ea	24' X 6+1 Chain Link Cantilever Gate	$3,245.00	$3,245.00
2	Ea	9' X 4" Roller Gate Post Each Post will have 500 lbs of Concrete	$125.00	$250.00
4	Ea	4" Cantilever Gate Rollers	$245.00	$980.00
1	Ea	Liftmaster Gate Operator Keypad Exit Probe Safety Loops 5 Remotes	$9,245.00	$9,245.00
IF ACCEPTABLE AS QUOTED, PLEASE SIGN, DATE AND FAX BACK. Thank You				$13,720.00

Sign _____ Date _____

PLANNING APPLICATION

Please Select Type of Request:		Pre-Application Meeting Date: / / 20__	
	Annexation		Comprehensive Plan Amendment
X	Site Plan Review		Conditional Use Permit
	Subdivision Review		Variance
	Tree Removal		Zoning Amendment
	Vacation/Abandonment		Other:

Project Name:	New Fire Station for the City of Crescent City, 500 Junction Road, Crescent City Florida, 32112
Description:	Construct a New 7,030 square foot Building to accommodate up to 3 Apparatus Bays, 6 dormitories, 3 Offices and ancillary spaces as required to accommodate the functions of New Fire Station #3. The Site will be developed to accommodate parking for 8 cars plus 1 HC Accessible space with driveways, for Fire Trucks, and related Vehicles & sidewalks to provide for Fire Protection and Life Safety. Site Water Retention, Landscaping & Irrigation are part of this development
Tax Parcel ID Number(s):	30-12-28-0000-0210-0010
Street Address:	500 Junction Road, Crescent City Florida, 32112

SITE INFORMATION:	Existing:	Proposed:
Future Land Use Designation:	Not Designated	
Zoning Designation:	PF-2	PF-2
Gross Sq. Ft. Floor Area:	0	7,030
Acres of Parcel(s):	5.0 Acres	2.77 Acres

Utility Information:	
Water: City of Crescent City	**Sewer:** City of Crescent City

Property Owner (Provide Proof of Ownership)			
Company/Contact Name:	City of Crescent City Mr. Derek, Martin, City Manager	**Phone:**	386-698-2525
Street Address:	3 North Summit Street	**E-mail:**	citymanager@crescentcity-fl.com
City & State:	Crescent City, Florida,	**Zip:**	32112
Lead Designer, if any (Provide Owner Authorization Form)			
Company/Contact Name:	Robert E. Taylor, AIA Architect PA Robert E. Taylor, President	**Phone:**	386-937-0448
Street Address:	261 West River Road	**E-mail:**	rtaylor@ret-tbd.com
City & State:	Palatka, Florida	**Zip:**	32177
Applicant/Authorized Agent, if any (Provide Owner Authorization Form)			
Company/Contact Name:	City of Crescent City Mr. Derek, Martin, City Manager	**Phone:**	386-698-2525
Street Address:	3 North Summit Street	**E-mail:**	citymanager@crescentcity-fl.com
City & State:	Crescent City, Florida,	**Zip:**	32112
Applicant/Agent Signature:		**DATE:**	8/24/26

How to Submit an Application:

1. A minimum of two (2) paper copies and one (1) electronic version of the plans are required.
2. Applications can be submitted in person or mailed to Crescent City, ATTN: PLANNING at 3 N Summit St., Crescent City, FL 32112.
3. If submitting electronic version via email, send plans to the City Clerk at clerk@crescentcity-fl.com. Otherwise, provide a flash drive with completed application and all associated documents.
4. Ensure to include all submittal requirements to prevent delays in application review.
5. Contact the City with any questions at (386) 698-2525.

NOTARIZED AUTHORIZATION OF OWNER

I/we City of Crescent City Florida
(owner's name)

as the sole or joint fee simple title holder(s) of the property described as: 500 Junction Road, Crescent City Florida 32112. (Parcel ID: 30-12-28-0000-0210-0010)
(address or parcel number)

Authorize Derek A. Martin (City Manager) to act as my agent to

seek a DRC Approval
(type of request)

on the above referenced property.

Owner's Signature

Owner's Signature

STATE OF FLORIDA
COUNTY OF Putnam

The foregoing instrument was acknowledged before me on this August 15, 2024
(date)

by Derek A. Martin
(name of person acknowledging)

who is personally known to me or who has produced Personally Known/Physical Presence
(type of ID)

as identification and who did not take an oath.

NOTARY PUBLIC

STAMP/SEAL

SHERETA J. BELCHER
MY COMMISSION # HH 823355
EXPIRES: July 14, 2030

AGREEMENT FOR CONSULTANT, ENGINEERING, PLANNING, ENVIRONMENTAL, LEGAL, ADVERTISING COSTS & ON-SITE INSPECTIONS

The City of Crescent City contracts for certain consultant, engineering, planning, environmental and legal services related to its review of development projects. All fees charged by any such consultant, engineering, planning, environmental, on-site inspections and/or legal service providers are required to be paid by the **owner/applicant**. In addition, the **owner/applicant** is required to pay all advertising and recording costs in connection with the application submitted by the undersigned.

The undersigned agrees that it shall be liable to the Town for one hundred percent (100%) of the actual costs, both direct and indirect, of coordinating and reviewing the application submitted by the undersigned, including, but not limited to, the following:

Engineering Review and
Approval Fees Planning
Consultant Fees
On Site Inspection and
Approval Fees Legal Fees
Advertising
Costs
Recording
Costs

The owner/applicant does hereby acknowledge that on-site inspections by Town staff, consultants, elected and appointed officials are permitted on said property.

The undersigned agrees to pay the above-referenced fees within thirty (30) days of receipt of an invoice for the same and further agrees to pay the Town interest on the unpaid balance at the rate of one percent (1%) per month for any fees not remitted within thirty (30) days of receipt of an invoice for same. No site inspections, Development Order or Certificates of Occupancy will be issued until all the above-referenced fees are paid in full.

OWNER/APPLICANT:

By: _____

Printed Name/Date: Derek A. Martin

Title: City Manager

SUBMITTAL CHECKLISTS

ALL Application Types

1. Completed Application Form
2. Boundary survey – 1' to 30" scale (must include legal descriptions, not older than two years of age and must represent current (as the parcel exists today) and proposed (the new parcel conditions) and will include:

- All set back measurements from all structures (principal & accessory) to all property boundary lines (front, rear and sides), between any structures and from those structures to the boundary lines.
- Certified signature and seal from a professional land surveyor/mapper registered in the state of Florida. Any associated legal descriptions must also be prepared by an individual with this qualification.

3. The current Deeds for all properties included in the request
4. Notarized Authorization of Owner (when the applicant is not the owner of record or Registered Agent listed on SunBiz).
5. Full-size PDF copies of the above on a compact disc, thumb drive or email (provided under separate cover).

Minor Subdivisions (Lot Splits), Lot Combinations, & Boundary Adjustments

In addition to the items listed above, also provide the following information:

- A certified boundary survey showing the existing condition of the property.
- A plan prepared by a professional surveyor showing the proposed lot lines/parcel boundaries.

Annexations

In addition to the items required with all applications, also provide the following information:

- Petition Statement requesting annexation.
- Legal description of the area to be annexed, prepared by a professional land surveyor.

Tree Removal

In addition to the items listed above, also provide the following information:

- Tree Survey
- Site Plan/Plot Plan

Variances

In addition to the items required with all applications, also provide the following information:

- A Survey & plot plan showing all existing and proposed structures.

- Statement with reasons that meet the criteria for hardship, including:
  - A restriction on property so unreasonable it results in an arbitrary and/or capricious interference with basic property rights.
  - Hardship relates to physical characteristics of the property, not the personal circumstances of the owner or user, and the property is rendered unusable without the granting of the variance.

Vacations

In addition to the items required with all applications, also provide the following information:

- Statement of reason for the request and letters of support or opposition from adjacent property owners of record and any affected utility companies or local governments, if applicable.
- Legal description of the area to be vacated, prepared by a professional land surveyor.

Note: All items must be submitted 45 days prior to the hearing date.

Rezoning

In addition to the items required with all applications, also provide the following information:

- Reasoning for the rezoning and supporting data supporting the request.
- Location and total acreage of parcel to be rezoned.
- If rezoning to a PUD, a copy of the proposed development agreement is required. The development agreement must meet the criteria outlined in Land Development Code Section 2.18.3 *General Requirements*.
- Other supporting data *may* be required, including but not limited to:
  - Traffic Study/Transportation Management Plan
  - Environmental Information/Analysis
  - Economic Analysis
  - Historic Resources

Land Use Amendment

In addition to the items required with all applications, also provide the following information:

- Reasoning for the land use amendment and supporting data supporting the request.
- Location and total acreage of subject parcel.

Note: Separate applications are required for each parcel under consideration.

Conditional Use

In addition to the items required with all applications, also provide the following information:

- Two (2) copies of a conceptual plan that depicts the elements of the proposed conditional use.
- Upon approval of the conditional use, site plan approval may be required.

Historic Preservation

In addition to the items required with all applications, also provide the following information:

- Certificate of Appropriateness: Scope of work or plans for alteration or demolition of historic structure
- Historic Designation: Information about the property's significance and integrity (does it retain the physical characteristics from the period it's significant for?), and age. Property must be at least 50 years old.

Concept Plat

In addition to the items required with all applications, also provide the following information:

- Vicinity Map
- Schematic Plat
- Stormwater Management Concept Plan
- Typical Floor Plans/Elevations of Proposed Homes

Preliminary Plats & Site Plans

In addition to the items required with all applications, also provide the following information:

- Proof of Ownership
- Owner Authorization
- Engineer's Summary
- Construction Drawings
- Preliminary Plat (Plats only)
- Stormwater Calculations – Signed and Sealed
- Stormwater Pipe Calculations – Signed and Sealed
- Lift Station Calculations – Signed and Sealed
- Fire Flow Calculations – Signed and Sealed
- Water and Wastewater Demand Calculations – Signed and Sealed
- Traffic Impact Analysis (TIA)/Traffic Generation Statement
- Landscaping & Irrigation Plan
- Tree Preservation & Mitigation Plan
- Architectural drawing package

Final Plats

In addition to the items required with all applications, also provide the following information:

- Final Plat, including a MYLAR, that conforms to the approved preliminary plat and meets all the requirements of Chapter 177, Florida Statutes, and certified (signed/sealed) the by the land surveyor.
- The title block must include the name of the subdivision, the appropriate township/section/range, and the "City of Crescent City, Putnam County, Florida."
- Certified Title Opinion from a licensed title company not older than (30) days.
- Certificates, as required by Florida Statutes, of owners showing dedications; of surveyor confirming correctness; of Planning and Zoning Commission approval; of City Commission approval; and for Clerk of Court recording. Signatures of owners must be in accordance with Florida Statutes Section 692.01, Section 689.25, and Section 695.26, as applicable.
- Certificate of consent and approval by the mortgagee on the plat or as a separate instrument, if applicable.
- Bonds/Escrow Deposit as applicable.
- Covenants and restrictions, as applicable.

ACREE
–ENGINEERING–

Acree Engineering LLC

69 Crown Colony Road | Saint Augustine FL 32092

August 25, 2026

Robert E. Taylor
RET-TBD
261 West River Road
Palatka, FL 32177

Re: Crescent City Fire Station
Civil Site Engineering Systems Narrative
Project No.: 26-005

Dear Bob:

The civil site engineering improvements for the proposed fire station will include site preparation, stormwater management, access and paving design, utility infrastructure, and related permitting support necessary to prepare the property for construction and long-term emergency service operations. The site design will be developed to support the unique operational requirements of a fire station, including reliable apparatus access, durable pavement areas, controlled drainage, utility service reliability, and compliance with applicable local, utility, and stormwater permitting requirements.

Site preparation will include clearing and grubbing of the proposed development area to remove existing vegetation, unsuitable surface materials, and other obstructions necessary to establish the proposed building pad, parking areas, drive aisles, stormwater management facilities, and utility corridors. As part of the initial site work, the existing concrete structure located in the northeast corner of the property will be removed. Demolition activities will be coordinated with the proposed grading and utility layout to ensure that the site is properly prepared for construction and that abandoned materials or conflicts do not impact the proposed improvements.

The stormwater management system will be designed to collect, treat, attenuate, and safely convey runoff generated by the proposed fire station improvements. General parking and paved areas will be graded to promote positive drainage, with the parking lot designed to sheetflow toward dry retention facilities located along the eastern and western property line. The dry retention systems will provide stormwater treatment and storage in accordance with applicable design criteria while preserving practical maintenance access and minimizing impacts to the overall site layout. As outlined in the drainage report, the stormwater system is design to manage of limits of clearing area of 1.94 acres with a total impervious area of 0.73 acres.

Special consideration will be given to drainage associated with the fire station apparatus bays due to the potential for vehicle wash-down, sediment, oils, and other incidental pollutants associated with emergency response vehicles. The apparatus bays will be designed to drain toward a trench drain located along the bay doors. Runoff collected by the trench drain will be routed through an oil/water separator prior to discharging into the dry retention system. This approach provides a dedicated pretreatment measure for apparatus-related drainage before it enters the primary stormwater management system.

The stormwater systems will also include controlled overflow weirs with positive discharge to the south. The overflow configuration will be designed to provide a safe discharge route during larger storm events or when the dry retention system exceeds its available storage capacity.

Site access will be provided by two proposed concrete driveway connections to Junction Road. The access layout will be developed to support both emergency apparatus movements and routine staff and visitor circulation. The driveway geometry, internal drive aisles, and pavement areas will be designed to accommodate fire apparatus turning movements, minimize operational conflicts, and provide efficient ingress and egress from the station.

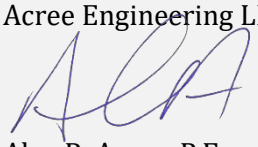
The primary apparatus use areas will be constructed with a heavy-duty concrete pavement section to support repeated loading from fire engines, rescue vehicles, ladder trucks, and other emergency response apparatus. Pedestrian and standard vehicular use areas, including staff parking and visitor parking, will be designed with a standard-duty asphalt pavement section. The use of differentiated pavement sections will provide a practical balance between operational durability and construction cost efficiency.

Utility design for the site will include potable water, fire protection service, and sanitary sewer service necessary to support the proposed fire station. Potable water and fire protection service will connect to an existing 8-inch water main stubout located at the intersection of Junction Road and Old Highway 17. The water service design will be coordinated with the utility provider to confirm connection requirements, fire flow availability, meter and backflow requirements, and any necessary right-of-way or utility permits.

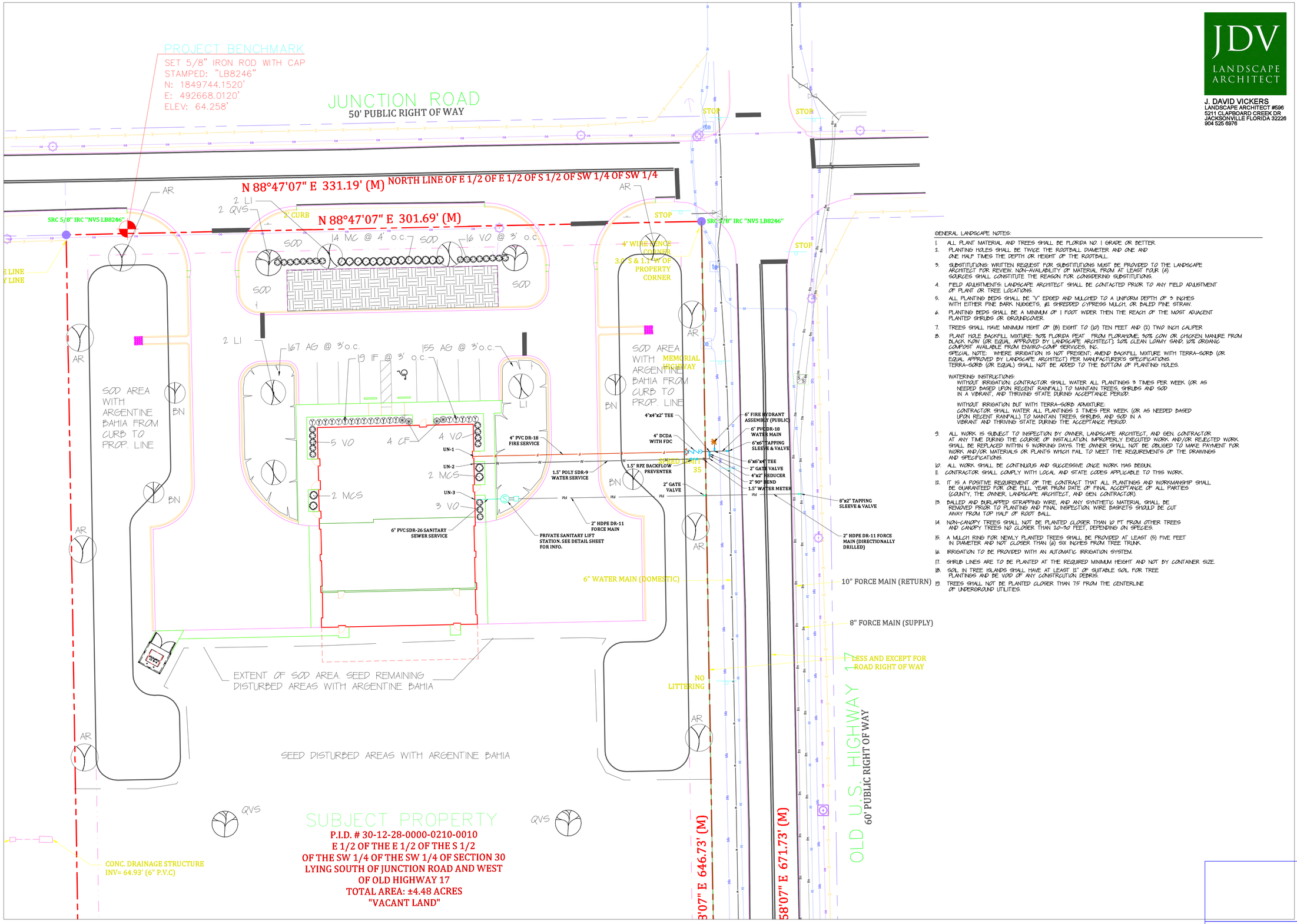
Sanitary sewer service for the proposed fire station will connect to the existing 8-inch force main located on the east side of Highway 17. Due to the location of the existing sewer main relative to the project site, the connection will require a directional drill beneath Highway 17. The sanitary sewer design will include an onsite private duplex pump station to collect wastewater generated by the facility and convey flows to the existing force main system. The duplex pump station will be designed to provide reliable service, redundancy, and appropriate capacity for the proposed use. Design considerations will include wet well sizing, pump selection, emergency access, electrical coordination, force main routing, valve assemblies, and utility provider requirements.

Overall, the civil site engineering systems will be designed to provide a functional, durable, and maintainable site that supports the daily and emergency operations of the fire station.

Sincerely,
Acree Engineering LLC



Alex R. Acree, P.E.
President / Owner



GENERAL LANDSCAPE NOTES:

1. ALL PLANT MATERIAL AND TREES SHALL BE FLORIDA NO. 1 GRADE OR BETTER.
2. PLANTING HOLES SHALL BE TWICE THE ROOTBALL DIAMETER AND ONE AND ONE HALF TIMES THE DEPTH OR HEIGHT OF THE ROOTBALL.
3. SUBSTITUTIONS: WRITTEN REQUEST FOR SUBSTITUTIONS MUST BE PROVIDED TO THE LANDSCAPE ARCHITECT FOR REVIEW. NON-AVAILABILITY OF MATERIAL FROM AT LEAST FOUR (4) SOURCES SHALL CONSTITUTE THE REASON FOR CONSIDERING SUBSTITUTIONS.
4. FIELD ADJUSTMENTS: LANDSCAPE ARCHITECT SHALL BE CONTACTED PRIOR TO ANY FIELD ADJUSTMENT OF PLANT OR TREE LOCATIONS.
5. ALL PLANTING BEDS SHALL BE "V" EDGED AND MULCHED TO A UNIFORM DEPTH OF 3 INCHES WITH EITHER PINE BARK NUGGETS, #2 SHREDDED CYPRESS MULCH, OR BALED PINE STRAW.
6. PLANTING BEDS SHALL BE A MINIMUM OF 1 FOOT WIDER THEN THE REACH OF THE MOST ADJACENT PLANTED SHRUBS OR GROUNDCOVER.
7. TREES SHALL HAVE MINIMUM HEIGHT OF (8) EIGHT TO (10) TEN FEET AND (2) TWO INCH CALIPER
8. PLANT HOLE BACKFILL MIXTURE: 30% FLORIDA PEAT FROM FLORAHOME, 30% COW OR CHICKEN MANURE FROM BLACK KOW (OR EQUAL APPROVED BY LANDSCAPE ARCHITECT), 10% CLEAN LOAMY SAND, 10% ORGANIC COMPOST AVAILABLE FROM ENVIRO-GRO SERVICES, INC.
   SPECIAL NOTE: WHERE IRRIGATION IS NOT PRESENT, AMEND BACKFILL MIXTURE WITH TERRA-SORB (OR EQUAL APPROVED BY LANDSCAPE ARCHITECT) PER MANUFACTURER'S SPECIFICATIONS. TERRA-SORB (OR EQUAL) SHALL NOT BE ADDED TO THE BOTTOM OF PLANTING HOLES.

   WATERING INSTRUCTIONS:
   WITHOUT IRRIGATION: CONTRACTOR SHALL WATER ALL PLANTINGS 3 TIMES PER WEEK (OR AS NEEDED BASED UPON RECENT RAINFALL) TO MAINTAIN TREES, SHRUBS AND SOD IN A VIBRANT, AND THRIVING STATE DURING ACCEPTANCE PERIOD.

   WITHOUT IRRIGATION BUT WITH TERRA-SORB ADMIXTURE:
   CONTRACTOR SHALL WATER ALL PLANTINGS 2 TIMES PER WEEK (OR AS NEEDED BASED UPON RECENT RAINFALL) TO MAINTAIN TREES, SHRUBS, AND SOD IN A VIBRANT AND THRIVING STATE DURING THE ACCEPTANCE PERIOD.
9. ALL WORK IS SUBJECT TO INSPECTION BY OWNER, LANDSCAPE ARCHITECT, AND GEN. CONTRACTOR AT ANY TIME DURING THE COURSE OF INSTALLATION. IMPROPERLY EXECUTED WORK AND/OR REJECTED WORK SHALL BE REPLACED WITHIN 5 WORKING DAYS. THE OWNER SHALL NOT BE OBLIGED TO MAKE PAYMENT FOR WORK AND/OR MATERIALS OR PLANTS WHICH FAIL TO MEET THE REQUIREMENTS OF THE DRAWINGS AND SPECIFICATIONS.
10. ALL WORK SHALL BE CONTINUOUS AND SUCCESSIVE ONCE WORK HAS BEGUN.
11. CONTRACTOR SHALL COMPLY WITH LOCAL AND STATE CODES APPLICABLE TO THIS WORK.
12. IT IS A POSITIVE REQUIREMENT OF THE CONTRACT THAT ALL PLANTINGS AND WORKMANSHIP SHALL BE GUARANTEED FOR ONE FULL YEAR FROM DATE OF FINAL ACCEPTANCE OF ALL PARTIES (COUNTY, THE OWNER, LANDSCAPE ARCHITECT, AND GEN. CONTRACTOR).
13. BALLED AND BURLAPPED STRAPPING WIRE, AND ANY SYNTHETIC MATERIAL SHALL BE REMOVED PRIOR TO PLANTING AND FINAL INSPECTION. WIRE BASKETS SHOULD BE CUT AWAY FROM TOP HALF OF ROOT BALL.
14. NON-CANOPY TREES SHALL NOT BE PLANTED CLOSER THAN 10 FT FROM OTHER TREES AND CANOPY TREES NO CLOSER THAN 20-30 FEET, DEPENDING ON SPECIES.
15. A MULCH RING FOR NEWLY PLANTED TREES SHALL BE PROVIDED AT LEAST (5) FIVE FEET IN DIAMETER AND NOT CLOSER THAN (6) SIX INCHES FROM TREE TRUNK.
16. IRRIGATION TO BE PROVIDED WITH AN AUTOMATIC IRRIGATION SYSTEM.
17. SHRUB LINES ARE TO BE PLANTED AT THE REQUIRED MINIMUM HEIGHT AND NOT BY CONTAINER SIZE.
18. SOIL IN TREE ISLANDS SHALL HAVE AT LEAST 12" OF SUITABLE SOIL FOR TREE PLANTINGS AND BE VOID OF ANY CONSTRUCTION DEBRIS.
19. TREES SHALL NOT BE PLANTED CLOSER THAN 7.5' FROM THE CENTERLINE OF UNDERGROUND UTILITIES.

JDV LANDSCAPE ARCHITECT
J. DAVID VICKERS
LANDSCAPE ARCHITECT #696
5211 CLAPBOARD CREEK DR
JACKSONVILLE FLORIDA 32226
904 525 6976

DATE
31 AUGUST 2026

FILE NUMBER
2604

REVISIONS

ROBERT E. TAYLOR
AIA ARCHITECT PA
FLORIDA REG NO. AR 0005964
261 WEST RIVER ROAD
PALATKA, FLORIDA 32177
PHONE: 386.937.0448
CELL: 386.937.0448
EMAIL: rtaylor@cnt.tbi.com

ADVANCE COPY
DRAWING
NOT FOR CONSTRUCTION

NEW FIRE STATION for The CITY OF CRESCENT CITY
500 JUNCTION ROAD
CRESCENT CITY, FL 32112

SHEET TITLE
LANDSCAPE PLAN

DRAWN BY SM
CHECKED BY DV

SHEET NO
L.1

DIMENSIONS ON THIS DRAWING ARE TO BE READ AS PLUS OR MINUS AND SHALL BE FIELD VERIFIED BY THE GENERAL CONTRACTOR PRIOR TO CONSTRUCTION.

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CRESCENT CITY FIRE STATION A–M

THE PROJECT IS A 7,030 SQFT NEW FIRE STATION BUILDING. THE BUILDING CONSISTS OF A 3,280 SQFT BUSINESS AND DORMITORY AREA CONSTRUCTED OF WOOD FRAME WALLS, WOOD TRUSSES, PLYWOOD SHEATHING, AND METAL ROOFING, TYPE VB CONSTRUCTION. THE REMAINING 3,750 SQFT PORTION OF THE BUILDING CONSISTS OF A PRE–ENGINEERED METAL APPARATUS BAY AND RELATED STORAGE SPACES, TYPE II–B CONSTRUCTION. NEW BUILDING IS A FIRE STATION CONSISTING OF OFFICE SPACE, DORMITORY ROOMS, APPARATUS BAYS, AND RELATED STORAGE SPACES. BUILDING LOCATED AT 500 JUNCTION ROAD, CRESCENT CITY, FLORIDA IN PUTNAM COUNTY. THE NEW BUILDING CONSISTS OF GROUP B–1 BUSINESS OCCUPANCY, GROUP R–2 RESIDENTIAL OCCUPANCY, AND GROUP S–2 STORAGE OCCUPANCY.

A. POINT OF SERVICE: A NEW 6" WATER MAIN WILL BE PROVIDED FROM THE EXISTING WATER MAIN AT THE STREET. THE PRIVATE WATER LINE WILL HAVE A NEW 6" BACKFLOW PREVENTER, LOCATED AS SHOWN ON THE SITE PLAN.

B. GOVERNING STANDARDS: SYSTEM DESIGN AND INSTALLATION SHALL COMPLY WITH NFPA 13 2019, NFPA 24 2019 THE FLORIDA BUILDING CODE, AND THE FLORIDA FIRE PREVENTION CODE, 8TH EDITIONS, 2023.

C. AREA CLASSIFICATIONS: FIRE SPRINKLER RISER RM 105, IT ROOM 106, TOOL ROOM 112, EMS SUPPLY 116, MECH/ ELECT. ROOM 125, CASCADE SYS. 126, GEAR LOCKERS 127, APPARATUS BAY 128, APPARATUS BAY 129, APPARATUS BAY 130 IS TO BE ORDINARY GROUP 1. THE REMAINING SPACES ARE ALL LIGHT HAZARD. SEE DRAWINGS FOR SPECIFIC AREAS.

D. DESIGN APPROACH: THE SYSTEM SHALL BE COMPRISED OF A SINGLE WET SYSTEM RISER IN FIRE SPRINKLER RISER RM 105 ON THE SOUTH SIDE OF THE BUILDING SERVING ALL AREAS. THE RISER ROOM HAS DIRECT ACCESS FROM THE OUTSIDE.

LIGHT HAZARD AREAS SHALL BE DESIGNED FOR .10 GPM/SF OVER THE MOST REMOTE 1500 SF USING QUICK RESPONSE HEADS RATED FOR ORDINARY TEMPERATURE. HEADS SHALL BE SPACED A MAXIMUM OF 15 FEET APART WITH A MAXIMUM COVERAGE OF 225 SF PER HEAD.

ORDINARY HAZARD GROUP 1 AREAS SHALL BE DESIGNED FOR .15 GPM/SF OVER THE MOST REMOTE 1500 SF USING QUICK RESPONSE HEADS RATED FOR ORDINARY TEMPERATURE. HEADS SHALL BE SPACED A MAXIMUM OF 15 FEET APART WITH A MAXIMUM COVERAGE AREA OF 130 SF PER HEAD.

A 100 GPM COMBINED HOSE STREAM ALLOWANCE SHALL BE ADDED TO THE CALCULATED DEMAND.

REMOTE AREA DEDUCTIONS CAN BE TAKEN FOR QUICK RESPONSE HEADS BASED ON CEILING HEIGHTS IN THOSE AREAS.

PROVIDE HEAD GUARDS IN ALL EQUIPMENT ROOMS, ELECTRICAL ROOMS AND OTHER LOCATIONS REQUIRED BY NFPA 13. PROVIDE HIGHER TEMPERATURE HEADS WHERE REQUIRED BY NFPA.

E. WATER SUPPLY CHARACTERISTICS: THE WATER SUPPLY IS AS DESCRIBED ABOVE. THE SYSTEM WILL BE NON–CIRCULATING. THE DURATION OF THE SUPPLY (60 MINUTES) SHOULD BE ADEQUATE FOR THIS APPLICATION. SEE CIVIL SITE UTILITY PLAN.

F. A FLOW TEST WAS CONDUCTED ON JULY 23RD, 2026 AT 12:30 PM. THE RESULTS ARE AS FOLLOWS:
PORTS FLOWED: 1 – 2–1/2"
COEFFICIENT: .9
FLOW HYDRANT:
PITOT: 28 PSI
FLOW: 888 GPM
TEST HYDRANT:
STATIC: 40 PSI
RESIDUAL: 30 PSI
FLOW AT 20 PSIG: 1,400 GPM

G. RISER CHECK VALVE, FLOW SWITCH, CONTROL VALVE WITH TAMPER SWITCH, PRESSURE GAUGE, AND MAIN DRAIN CONNECTION ON THE MAIN RISER WERE PROVIDED IN ORIGINAL DESIGN. LOCAL AUDIBLE ALARM AND CONNECTION TO THE BUILDING'S FIRE ALARM SYSTEM WERE PROVIDED IN ORIGINAL DESIGN. AUTOMATIC AIR VENT AT TOP OF RISER PROVIDED IN ORIGINAL DESIGN.

H. MIC: THERE IS NO KNOWLEDGE OF MIC IN THE WATER SYSTEM. ACCORDINGLY, A CORROSION MONITORING STATION SHALL BE PROVIDED ON THE RISER WHICH SHALL BE MONITORED BY THE BUILDING FIRE ALARM PANEL (POTTER PCMS–RM WITH PCMPK–1 MONITORING PROBE OR EQUIVALENT). SHOULD CORROSION BE IDENTIFIED, BOTH THE TEST COUPONS AND WATER SAMPLES SHALL BE SENT TO A LABORATORY FOR AN ANALYSIS AND CORRECTIVE ACTIONS TAKEN BY THE OWNER.

I. BACKFLOW PREVENTION: A NEW 6" BACKFLOW PREVENTER WILL BE PROVIDED ON SITE TO ISOLATE THE BUILDING FIRE SERVICE FROM THE POTABLE WATER SUPPLY.

J. QUALITY AND PERFORMANCE SPECIFICATIONS: ALL PIPING, SPRINKLER HEADS, VALVES AND ACCESSORIES SHALL BE UL LISTED AND/OR FM APPROVED MATERIALS. ALL SPRINKLER PIPING SMALLER THAN 2–1/2 INCH SHALL BE SCHEDULE 40 BLACK STEEL. PIPING 2–1/2" AND LARGER MAY BE SCHEDULE 10. CPVC PIPING SHALL NOT BE USED.

K. HIGH HAZARD, STORAGE, FACTORY AND HIGH–RISE OCCUPANCIES AND FIRE PUMP REQUIREMENTS: NOT APPLICABLE. A FIRE PUMP WILL BE REQUIRED.

L. SITE FIRE WATER STORAGE: NOT REQUIRED.

M. OWNER'S CERTIFICATE: NOT REQUIRED.

FIRE PROTECTION GENERAL NOTES

1. FIRE PROTECTION SYSTEM(S) TO COMPLY WITH NFPA 13 (2019) AND ALL APPLICABLE STATE AND LOCAL CODES.

2. ADHERE TO AND OBTAIN ALL PERMITS, LICENSES, AND ALL GOVERNMENT REQUIREMENTS.

3. FINAL INSPECTION AND APPROVAL BY FIRE MARSHAL AND ARCHITECT/ ENGINEER.

4. CUTTING OF STRUCTURAL AND/OR ARCHITECTURAL MEMBERS TO BE DONE ONLY WITH THE WRITTEN APPROVAL OF THE ARCHITECT.

5. PIPE ROUTING SHALL BE COORDINATED WITH OTHER TRADES, AND/OR TO MAINTAIN PROPER CLEARANCES SHALL BE PROVIDED. VERIFY EXISTING STRUCTURAL, MECHANICAL, ELECTRICAL INSTALLATIONS AND AVOID ANY/ALL OBSTRUCTIONS OR INTERFERENCES WITH FIRE PROTECTION PIPE ROUTING.

6. PIPE SHALL BE REAMED AND CLEANED BEFORE ASSEMBLY.

7. METHODS OF HANGING PIPES, HEADERS, AND BRANCH LINES SHALL BE IN ACCORDANCE WITH NFPA 13.

8. PROTECT ALL PENETRATIONS OF SMOKE/ FIRE WALLS, CEILINGS, FLOORS, ETC.

9. GENERAL CONTRACTOR TO PROVIDE ACCESS PANELS TO ALL VALVES ABOVE NON–ACCESSIBLE CEILINGS.

10. AUTOMATIC SPRINKLER TEMPERATURE RATINGS TO BE IN ACCORDANCE WITH NFPA 13.

11. ALL COMPONENTS SHALL BE LISTED BY UNDERWRITER'S LABORATORIES (UL) AND/OR APPROVED BY FACTORY MUTUAL (FM) FOR USE WITH FIRE PROTECTION SYSTEMS.

12. ALL COMPONENTS SHALL BE LISTED FOR THE MAXIMUM SYSTEM PRESSURE, 175 PSI MINIMUM.

13. VALVES ON THE FIRE PROTECTION SYSTEM TO BE ELECTRICALLY SUPERVISED. TYPE AND EXACT LOCATION OF FLOW AND SUPERVISORY SWITCHES SHALL BE COORDINATED BETWEEN THE DIFFERENT RESPONSIBLE TRADES. WIRING BY OTHERS.

14. PROVIDE HYDRAULIC DESIGN INFORMATION SIGNS AT EACH SYSTEM RISER.

15. PROVIDE STOCK SPARE SPRINKLERS AND HEAD WRENCH IN A MOUNTED CABINET AS REQUIRED. (IF LESS THAN 300 HEADS; PROVIDE 6 SPARE HEADS, 300–1000 HEADS; PROVIDE 12 SPARE HEADS, IF OVER 1000 HEADS; PROVIDE 24 SPARE HEADS)

16. ALL UNDERGROUND PIPE AND FITTINGS SHALL BE THRUST BLOCKED AND RESTRAINED.

17. ALL SPRINKLER HEADS SHALL BE CENTERED IN CEILING TILES.

18. IMPORTANT: THE INFORMATION PROVIDED IN THESE PRELIMINARY DESIGN DOCUMENTS REPRESENT THE DESIGNER'S BEST INTERPRETATION OF THE OWNER'S REQUIREMENTS WITHIN THE TIME CONSTRAINTS ALLOWED TO PREPARE THE DESIGN. THESE DOCUMENTS ARE IN NO WAY TO BE CONSTRUED AS FINAL DESIGN DOCUMENTS. A CONTRACTOR USES THESE DESIGN DOCUMENTS AT THEIR OWN RISK AND IS ENCOURAGED TO PROVIDE APPROPRIATE CONTINGENCIES AS PART OF ANY PRICING EFFORTS.

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DATE
31 AUGUST 2026

FILE NUMBER
2635601

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NEW FIRE STATION for
The CITY OF CRESCENT CITY
500 JUNCTION ROAD
CRESCENT CITY, FL 32112

SHEET TITLE
PROJECT INFORMATION - FIRE SUPPRESSION

DRAWN BY JAD
CHECKED BY ABH

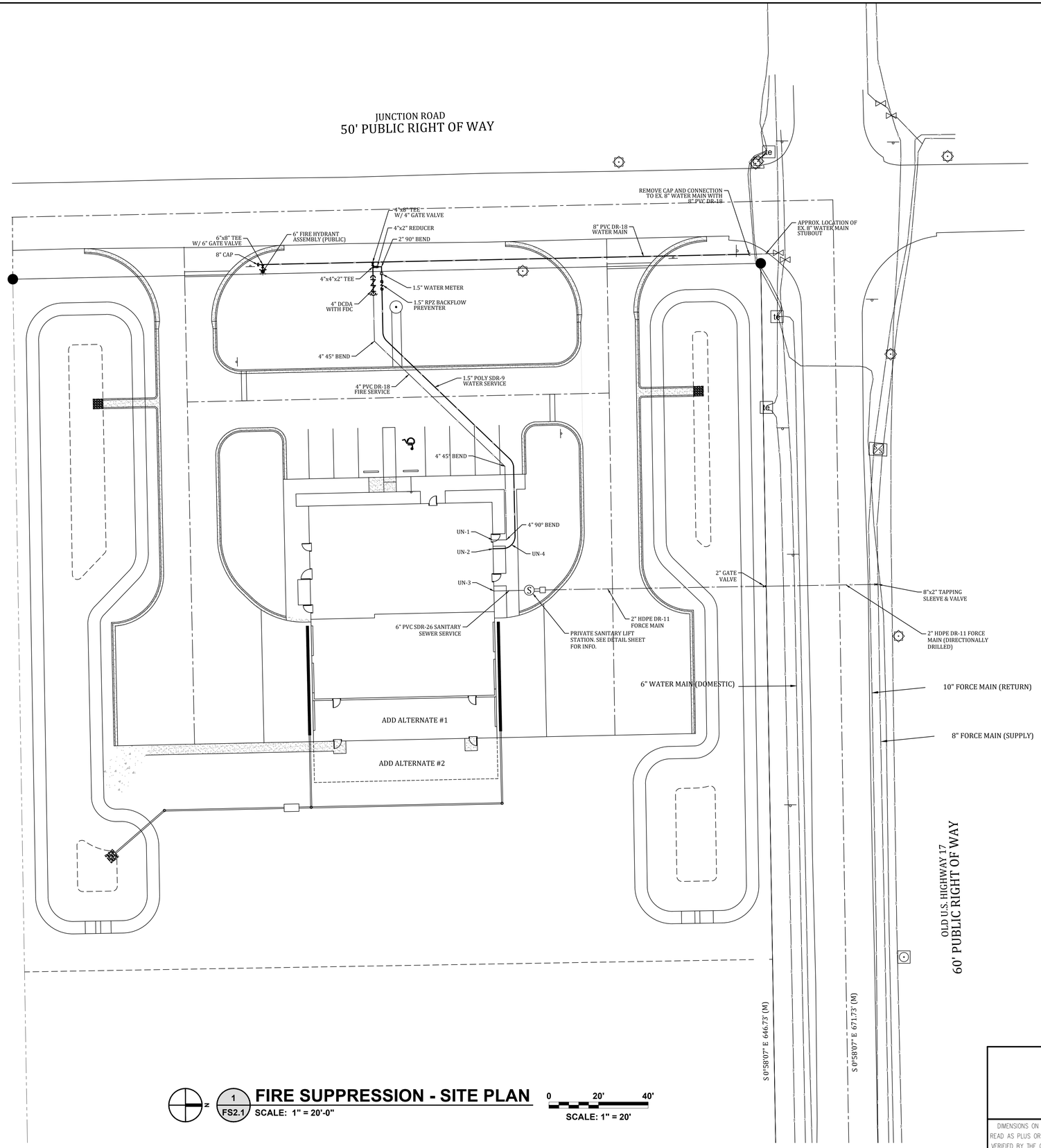
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FS1.1

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GENERAL NOTES:

1. THIS DRAWING IS PROVIDED FOR HYDRAULIC PURPOSES ONLY.
2. SEE CIVIL SITE DRAWING FOR ACTUAL LOCATIONS AND INSTALLATION DETAILS.
3. SEE FS1.1 FOR FLOW TEST INFORMATION.



1 FS2.1 **FIRE SUPPRESSION - SITE PLAN**
SCALE: 1" = 20'-0"

0 20' 40'
SCALE: 1" = 20'

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FIRE SUPPRESSION SITE PLAN

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GENERAL NOTES:

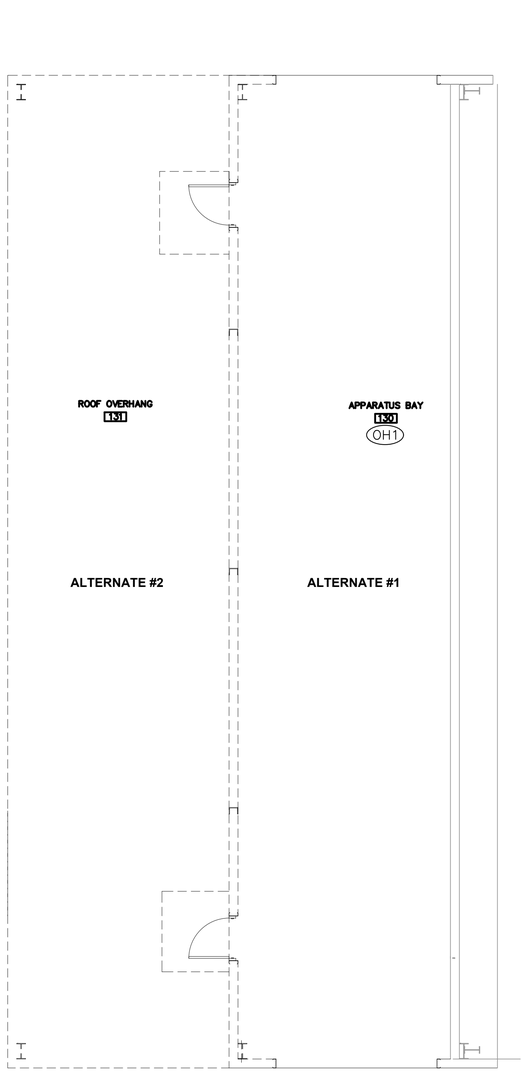
1. ALL PIPING BELOW GRADE SHALL BE DUCTILE IRON WITHIN 5'–0" PERIMETER OF BUILDING.
2. AVOID INSTALLING SPRINKLERS OR PIPING DIRECTLY OVER ELECTRICAL EQUIPMENT.

HAZARD LEGEND

OH1	ORDINARY HAZARD GROUP 1 .15 GPM/1500 SQ FT 5.6K FACTOR HEADS PROVIDE 100 GPM COMBINED HOSE ALLOWANCE
	LIGHT HAZARD .10 GPM/1500 SQ FT 5.6K FACTOR HEADS

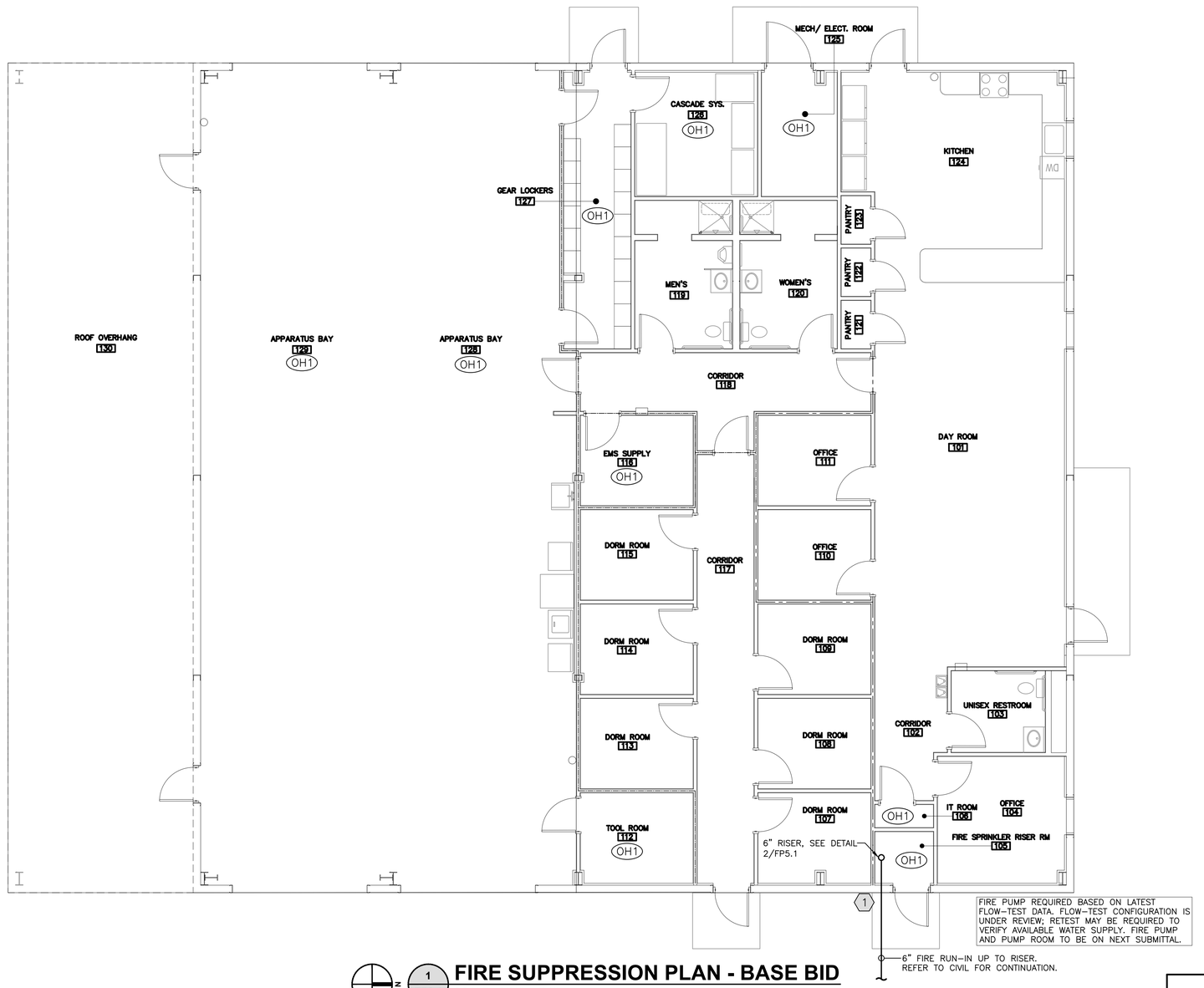
SPECIFIC NOTES: (X)

1. FORWARD FLOW BACKFLOW PREVENTER TEST HEADER WITH NORMALLY CLOSED BUTTERFLY VAVLE.



2 FS3.1 FIRE SUPPRESSION PLAN (ADD ALT 1 & 2)

SCALE: 3/16" = 1'-0"



N

1 FS3.1 FIRE SUPPRESSION PLAN - BASE BID

SCALE: 3/16" = 1'-0"

0 5' 10'

SCALE: 3/16" = 1'-0"

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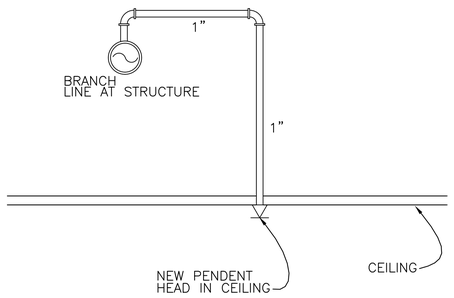
SHEET TITLE
FIRE SUPPRESSION PLAN

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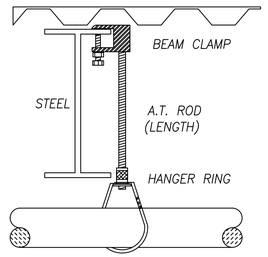
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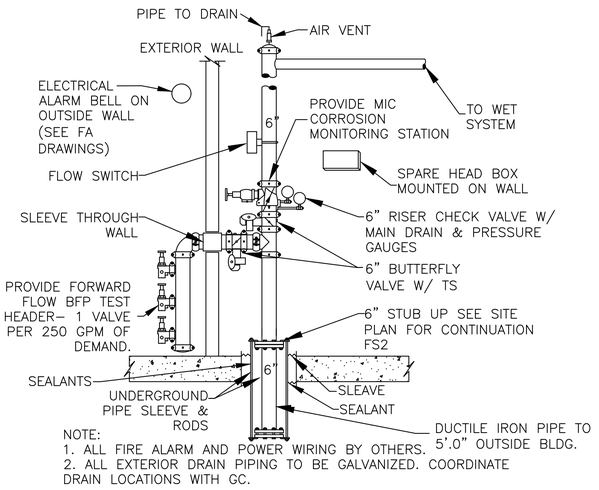
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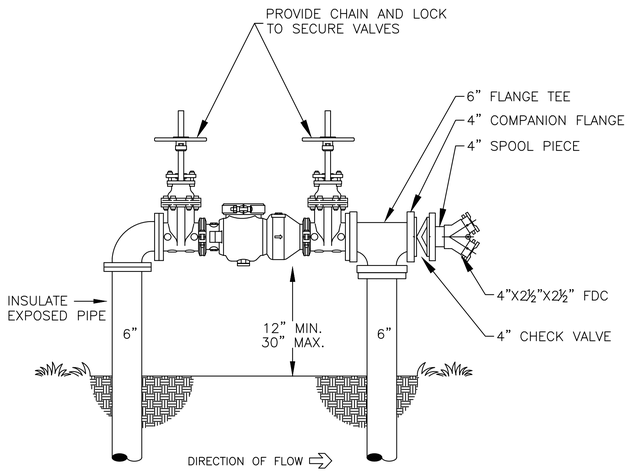
1 FS3 **ARM OVER DETAIL**
SCALE: N.T.S. (TYPICAL)



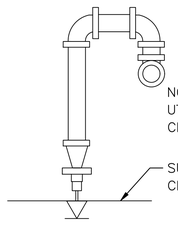
2 FS3 **BEAM CLAMP HANGER DETAIL**
SCALE: N.T.S. (TYPICAL)



3 FS3 **WET FIRE RISER DETAIL**
SCALE: N.T.S. (TYPICAL)



4 FS3 **BACKFLOW PREVENTER**
SCALE: N.T.S. (TYPICAL)



AT CONTRACTOR'S OPTION, UL APPROVED FLEXIBLE HOSES MAY BE USED IN LIEU OF RETURN BEND ASSEMBLY PROVIDED THEY ARE INSTALLED IN ACCORDANCE WITH THEIR LISTING AND MAXIMUM 48" LENGTH.

5 FS3 **RETURN BEND DETAIL**
SCALE: N.T.S. (TYPICAL)

MAXIMUM DISTANCE BETWEEN HANGERS

NOMINAL PIPE SIZE (IN.)	¾	1	1¼	1½	2	2½	3	3½	4	5	6	B
STEEL PIPE (FT.)	N/A	12	12	15	15	15	15	15	15	15	15	15

ALL HANGERS SHOWN ON THE DRAWING AER DIAGRAMATIC ONLY. HANGARS ARE TO BE INSTALLED AS PER THE SCHEDULE ABOVE.

SPRINKLER HEADS

AREA	TYPE	RESPONSE	K	FINISH
OFFICE, DORMITORIES, & SUPPORT AREAS W/ CEILINGS	SEMI RECESSED PENDANTS	QUICK	5.6	WHITE W/ WHITE ESCUTCHEONS
APPARATUS BAYS	UPRIGHT	QUICK	11.2	BRASS
SUPPORT SPACES W/O CEILING	UPRIGHT	QUICK	5.6	BRASS
OUTSIDE STORAGE / ROOF OVERHANG	HORIZONTAL SIDE WALL. DRY (ECOH)	STANDARD	11.2	BRASS WITH FLUSH ESCUTCHEON AND DSB2 BOOT

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SHEET TITLE
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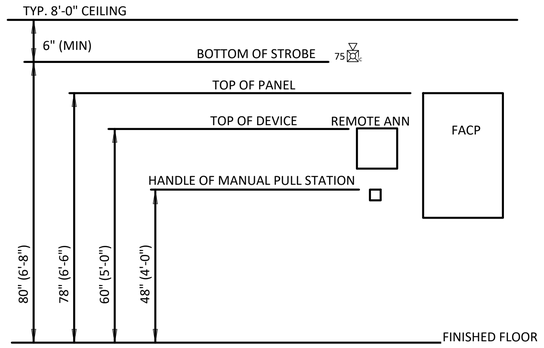
FIRE ALARM GENERAL NOTES:

1. THE CONTRACTOR SHALL PROVIDE AN ADDRESSABLE FIRE ALARM SYSTEM. PROVIDE HORNS, STROBES, SMOKE, DUCT DETECTORS, AND RELATED CABLING AS NECESSARY FOR A COMPLETE SYSTEM. THE FIRE ALARM SYSTEM SHALL COMPLY WITH ALL APPLICABLE CODES INCLUDING NFPA 72, NFPA 90A, THE FLORIDA FIRE PREVENTION CODE, THE FLORIDA BUILDING CODE, AND NFPA-70 (ARTICLE 760). COORDINATE INSTALLATION WITH A QUALIFIED FIRE ALARM VENDOR. THE FIRE ALARM CONTRACTOR SHALL PROVIDE DETAILED INSTALLATION DRAWINGS (SHOP DRAWINGS) FOR PERMIT, AS REQUIRED. DRAWINGS SHALL INCLUDE: VOLTAGE DROP, POWER AND BATTERY CALCULATIONS FOR ALL DEVICES.
2. LOCATIONS FOR HORNS AND STROBES ARE ONLY APPROXIMATE AND TENTATIVE. RELOCATE AS NECESSARY TO MAINTAIN MAXIMUM ALLOWED SPACING PER NFPA 72, AND TO PASS THE REQUIRED ACCESSIBILITY TEST.
3. PROVIDE FIRE ALARM EXTENDER OR BOOSTER PANELS AS REQUIRED.
4. PROVIDE FACP WITH MIN. 24 HOURS STANDBY AND 5 MINUTES OF ALARM.
5. WATER FLOW ALARM TO BE VIA ELECTRIC WATER FLOW BELL.
6. PROVIDE ALL DEVICES (EXCEPT MANUAL PULLS) WHITE WITH RED LETTERING.
7. LOCATE ALL DEVICES IN CENTER OF CEILING TILES.
8. ALL CONDUIT MINIMUM 3/4", FACTORY COATED RED WITH RED BOXES AND COVERS.

THESE DETAILS ARE THE PROPERTY OF SIMES AND ROSCH ENGINEERING. PERMISSION MUST BE OBTAINED FOR REUSE.

FIRE ALARM WIRE LIST

CIRCUIT	WIRESIZE	WIRE TYPE
SLC / IDC	16AWG, TWISTED PAIR	FPLR/FPLP
VISUAL/ SIGNAL	14AWG, SOLID, 2 CONDUCTOR	"
AUDIO/ SPEAKER	16AWG, TWISTED PAIR, SHIELDED	"
POWER	12AWG, SOLID, 2 CONDUCTOR	THHN / THWN
DATA/ COMM	18AWG, TWISTED PAIR, SHIELDED	FPLR/FPLP



TYPICAL DEVICE MOUNTING HEIGHT
SCALE: NONE

TYPICAL DEVICE MOUNTING HEIGHT NOTES:

1. DEVICES ABOVE DOORS SHALL BE CENTERED BETWEEN TOP OF DOOR TRIM AND CEILING LINE.
2. FOR CEILING HEIGHTS HIGHER THAN 7'-2", INSTALL FIRE ALARM NOTIFICATION AUDIO AND VISUAL APPLIANCE AT 80" AFF TO BOTTOM OF BOX, OTHERWISE INSTALL AT 6" BELOW CEILING TO BOTTOM OF DEVICE. WALL MOUNTED.

FIRE ALARM LEGEND

- F — PULL STATION WALL MTD
- WP B — BELL WALL MTD (WEATHER PROOF)
- 75 L — CLEAR STROBE WALL MTD
- 75 H — CLEAR STROBE/HORN WALL MTD
- 75 C — CLEAR STROBE/HORN CEILING MTD
- S — SMOKE DETECTOR CEILING MTD
- RTS — REMOTE TEST SWITCH
- DS — DUCT SMOKE DETECTOR
- H — HEAT DETECTOR
- W — FLOW SWITCH
- T — TAMPER SWITCH
- R — RELAY
- K — KNOX BOX
- ANN — REMOTE ANNUNCIATOR
- FACP — FIRE ALARM CONTROL PANEL
- IM — ISOLATION MODULE

ABBREVIATIONS

ANN	REMOTE ANNUNCIATOR
FA	FIRE ALARM
FACP	FIRE ALARM CONTROL PANEL
NAC	NOTIFICATION APPLIANCE CIRCUIT
SLC	SIGNALING LINE CIRCUIT
SPD	SURGE PROTECTION DEVICE
WP	WEATHER PROOF

FIRE ALARM MATRIX

NOTE: PROVIDE THREE SIGNALS TO THE ELEVATOR CONTROL PANEL, ELEVATOR RECALL 1, ELEVATOR RECALL 2, AND INPUT TO FIRE HAT IN THE ELEVATOR CAB. SMOKE DETECTOR AT MAIN EGREES (1ST FLOOR) RECALLS ELEVATOR TO ALTERNATE FLOOR. SMOKE DETECTOR IN SECOND AND THIRD FLOOR ELEVATOR LOBBY WILL INITATE RECALL 1 AND SEND SIGNAL TO FIRE HAT (WARNING LIGHT).
NOTE: EACH ALARM TYPE/ZONE SHALL BE SEPARATELY TRANSMITTED TO THE MONITORING STATION

			SYSTEM OUTPUTS: CONTROL UNIT ANNUNCIATION: ACTUATE COMMON ALARM SIGNAL INDICATOR	ACTUATE AUDIBLE ALARM SIGNAL	ACTUATE COMMON SUPERVISORY SIGNAL INDICATOR	ACTUATE AUDIBLE SUPERVISORY SIGNAL	ACTUATE COMMON TROUBLE SIGNAL INDICATOR	ACTUATE AUDIBLE COMMON TROUBLE SIGNAL	ACTUATE ALARM INDICATOR (PER ZONE)	NOTIFICATION: ACTIVATE EVACATION SIGNAL (PER ZONE)	DISPLAY/PRINT CHANGE OF STATUS	SEND FIRE ALARM SIGNAL TO CENTRAL STATION	SEND SUPERVISORY SIGNAL TO CENTRAL STATION	SEND TROUBLE SIGNAL TO CENTRAL STATION	FIRE SAFETY CONTROL: ACTUATE AHU SHUTDOWN	UNLOCK ANY ELEC./MAG.-HELD EGRESS DOORS	RELEASE (CLOSE) SMOKE DOORS	RELEASE SMOKE DAMPERS (PER ZONE)
SYSTEM INPUTS	INITIATING DEVICES	MANUAL PULL STATION	•	•					•	•	•	•				•	•	
		SMOKE DETECTOR	•	•					•	•	•	•				•	•	
		HEAT DETECTOR	•	•					•	•	•	•				•	•	
		DUCT SMOKE DETECTOR			•	•					•		•		•			•
	SPRINKLER	WATERFLOW SWITCH	•	•					•	•	•	•			•	•	•	•
		VALVE TAMPER SWITCH			•	•					•		•					
	FA CIRCUITS	AC POWER FAILURE												•				
		FIRE ALARM SYSTEM LOW BATTERY												•				
		OPEN CIRCUIT												•				
		GROUND FAULT												•				
		NOTIFICATIONS APPLIANCE SHORT CIRCUIT												•				
		MANUAL AHU SHUTDOWN AND SMKE DAMPER SWITCH			•	•					•		•		•	•	•	•
	MIC	GENERATOR RUNNING			•	•					•		•					
		GENERATOR FAULT			•	•					•		•					
		GENERATOR SWITCH IN NON-AUTOMATIC POSITION			•	•					•		•					
		UNIT ADDRESSABLE MONITOR MODULE WIRED 120V SINGLE STATION SMOKE ALARMS EACH WITH FORM C CONTACTS (OR UNIT SYSTEM SMOKE DETECTORS)			•	•					•							
		UNIT ADDRESSABLE MONITOR MODULE WIRED 120V SINGLE STATION SMOKE ALARMS EACH WITH FORM C CONTACTS (OR UNIT SYSTEM SMOKE DETECTORS)			•	•					•							

CRESCENT CITY FIRE STATION A-O

THE PROJECT IS A 7,030 SQFT NEW FIRE STATION BUILDING. THE BUILDING CONSISTS OF A 3,280 SQFT BUSINESS AND DORMITORY AREA CONSTRUCTED OF WOOD FRAME WALLS, WOOD TRUSSES, PLYWOOD SHEATHING, AND METAL ROOFING, TYPE VB CONSTRUCTION. THE REMAINING 3,750 SQFT PORTION OF THE BUILDING CONSISTS OF A PRE-ENGINEERED METAL APPARATUS BAY AND RELATED STORAGE SPACES, TYPE II-B CONSTRUCTION. NEW BUILDING IS A FIRE STATION CONSISTING OF OFFICE SPACE, DORMITORY ROOMS, APPARATUS BAYS, AND RELATED STORAGE SPACES. BUILDING LOCATED AT 500 JUNCTION ROAD, CRESCENT CITY, FLORIDA IN PUTNAM COUNTY. THE NEW BUILDING CONSISTS OF GROUP B-1 BUSINESS OCCUPANCY, GROUP R-2 RESIDENTIAL OCCUPANCY, AND GROUP S-2 STORAGE OCCUPANCY.

THE FOLLOWING IS INTENDED TO SHOW COMPLIANCE WITH FLORIDA 61G15-32.008, DESIGN OF FIRE ALARMS AND DETECTION SYSTEMS (PARAGRAPH NUMBERING ALIGNS WITH TEXT FROM THE STATUTE):

1. FIRE ALARMS AND DETECTION SYSTEM DESIGN INCLUDES FIRE PROTECTION SUPERVISION, EMERGENCY ALARM CIRCUITS, ACTIVATION OF LIFE SAFETY SYSTEM CONTROLS AND REMOTE SIGNALING OF EMERGENCY CONDITIONS
2. THE DESIGN SPECIFICATIONS ARE BASED ON THE FLORIDA BUILDING CODE (2023), THE FLORIDA FIRE PREVENTION CODE, OR AS REQUIRED BY THE LOCAL AUTHORITY HAVING JURISDICTION.
3. NOT APPLICABLE.
4. TO ENSURE MINIMUM DESIGN QUALITY OF FIRE ALARM AND DETECTION SYSTEMS ENGINEERING DOCUMENTS, SAID DOCUMENTS INCLUDE THE FOLLOWING INFORMATION:

a. SEE DRAWING FA1.1 FOR LEGEND, CABLING REQUIREMENTS AND OTHER GENERAL NOTES AND INFORMATION.

b. SEE DRAWING FA3.1 FOR INITIATION AND NOTIFICATION DEVICES.

c. STROBE INTENSITIES WILL VARY FROM 15 CD TO 110 CD. ADDITIONAL DEVICES WILL BE ADDED AS THE TENANT SPACES ARE FINISHED OUT. THERE IS NO VOICE ANNUNCIATION THEREFORE NO WATTAGE IS INDICATED. SEE DRAWING FA3.1.

d. CIRCUITS WILL BE CLASS B.

e. THE ALARM AND CONTROL SYSTEMS WILL RECEIVE SIGNALS FROM THE NEW INITIATION DEVICES OVER SIGNAL LINE CIRCUITS, INITIATE NOTIFICATION APPLIANCES OVER NEW NAC CIRCUITS, MONITOR SUPERVISORY AND TROUBLE SIGNALS, DISPLAYS AND LOGS EVENTS, AND COMMUNICATES EMERGENCY ALARMS TO THE PUTNAM COUNTY FIRE AND RESCUE DEPARTMENT.

f. THE FIRE ALARM SYSTEMS WILL BE NEW ADDRESSABLE SYSTEMS. EACH DEVICE IS AN IDENTIFIABLE ZONE.

g. SURGE PROTECTIVE DEVICES ARE PROVIDED ON EACH CIRCUIT COMING TO THE PANEL FROM OUTSIDE, INCLUDING THE MAIN 120-VOLT POWER SUPPLY AND ANY 24-VOLT CIRCUITS THAT LEAVE THE BUILDING.

h. THE MAIN FIRE ALARM CONTROL PANELS (FACP) WILL BE LOCATED IN THE CONDITIONED DAY ROOM 101. ANY DEVICES ON THE EXTERIOR OF THE BUILDING WILL BE WATERPROOF.

i. SITE PLAN IS NOT PROVIDED. THERE ARE NO DEVICES OUTSIDE THE BUILDING FOR THESE BUILDINGS.

j. SMOKE DETECTION IS REQUIRED FOR THIS BUILDING AT THE FIRE ALARM CONTROL PANEL, MACHINE CONTROL SPACE, AND AT SLEEPING AND GUEST ROOMS. WHEN SMOKE DETECTION IN SLEEPING AND GUEST ROOMS IS NOT MONITORED, 120V SINGLE STATION SMOKE ALARMS SHALL BE PROVIDED. WHEN SMOKE DETECTION IN SLEEPING AND GUEST ROOMS IS MONITORED OR WHEN THE SLEEPING AND GUEST ROOMS ARE FOR THE HEARING IMPAIRED, 120V SINGLE STATION SMOKE ALARMS SHALL BE PROVIDED WITH FORM C CONTACTS AND WIRED TO ADDRESSABLE MONITOR MODULE FOR THE UNIT. SYSTEM SMOKE DETECTORS WITH UNIT SMOKE ALARM NOTIFICATION ARE ALLOWED INSTEAD OF 120V SMOKE ALARMS.

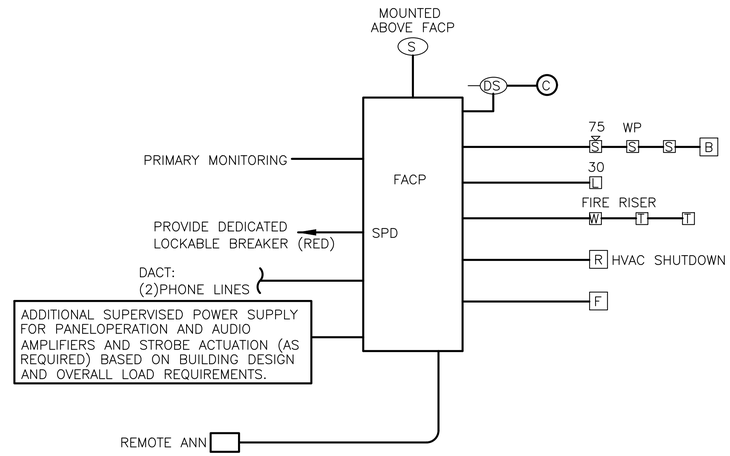
k. SMOKE DETECTORS ARE NOT REQUIRED OR PROVIDED. STRATIFICATION IS NOT EXPECTED.

l. THESE DOCUMENTS PROVIDE REQUIRED INFORMATION FOR A PERFORMANCE-BASED DESIGN. FINAL DESIGN, INCLUDING FINAL DEVICE LOCATIONS, WILL BE PROVIDED BY THE INSTALLER'S SHOP DRAWINGS. SHOP DRAWINGS WILL BE IN ACCORDANCE WITH NFPA 72 (2019), THE FLORIDA FIRE PREVENTION CODE (8TH EDITION, 2023) AND THE FLORIDA BUILDING CODE (8TH EDITION, 2023).

m. THE BUILDING SYSTEMS WILL HAVE GENERAL EVACUATION SIGNAL FOR THE WHOLE BUILDING. ZONED EVACUATION IS NOT REQUIRED.

n. SEE FA1.1 FOR WIRING REQUIREMENTS.

o. PROVIDE OPERATIONS AND MAINTENANCE DOCUMENTATION, SYSTEM DOCUMENTATION, TESTING, STARTUP, COMMISSIONING, AND OWNER TRAINING REQUIREMENTS PER NFPA 72, 2019. COMPLETED CONTRACTOR'S SYSTEM RECORD OF COMPLETION AND SUPPLEMENTARY RECORD OF COMPLETION FORMS AS NECESSARY WILL BE SUBMITTED AFTER SYSTEM ACCEPTANCE.



COMBINATION FIRE ALARM / VOICE EVAC SYSTEM RISER
SCALE: NONE

DIMENSIONS ON THIS DRAWING ARE TO BE READ AS PLUS OR MINUS AND SHALL BE FIELD VERIFIED BY THE GENERAL CONTRACTOR PRIOR TO CONSTRUCTION

DATE
31 AUGUST 2026

FILE NUMBER
2635601

REVISIONS

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NEW FIRE STATION for The CITY OF CRESCENT CITY
500 JUNCTION ROAD
CRESCENT CITY, FL 32112

SHEET TITLE
FIRE ALARM LEGENDS AND GENERAL NOTES

DRAWN BY JAD
CHECKED BY ABH

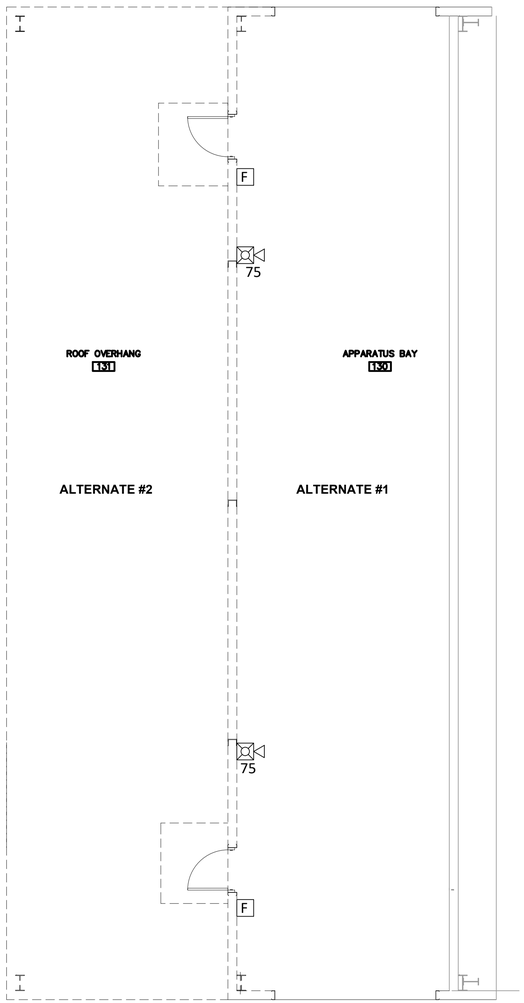
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FA1.1

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GENERAL NOTES:

1. SEE DRAWING FA1.1 FOR LEGEND, NOTES, DETAILS AND ALARM RISER.



2 FA3.1 FIRE ALARM PLAN (ADD ALT 1 & 2)

SCALE: 3/16" = 1'-0"



1 FA3.1 FIRE ALARM PLAN - BASE BID

SCALE: 3/16" = 1'-0"

0 5' 10'

SCALE: 3/16" = 1'-0"

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FIRE ALARM PLAN

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PLUMBING LEGENDS, ABBREVIATIONS AND SPECIFICATIONS

ABBREVIATIONS

AC	AIR COMPRESSOR
AFF	ABOVE FINISHED FLOOR
AHJ	AUTHORITIES HAVING JURISDICTION
AS	AQUASTAT
BTS	BARRIER TYPE SEAL–TRAP PRIMER
BTU	BRITISH THERMAL UNIT
CA	COMPRESSED AIR
CFH	CUBIC FEET PER HOUR
CND	CONDENSATE DRAIN
CO	CLEANOUT
COOG	CLEANOUT ON GRADE
CW	COLD WATER LINE
ET	EXPANSION TANK
EWC	ELECTRIC WATER COOLER
EWH	ELECTRIC WATER HEATER
FCO	FLOOR CLEANOUT
FCW	FILTERED COLD WATER
FD	FLOOR DRAIN
FM	FORCE MAIN
FND	FUNNEL FLOOR DRAIN
FS	FLOOR SINK
GI	GREASE INTERCEPTOR
GPF	GALLONS PER FLUSH
GPM	GALLONS PER MINUTE
GR	GAS REGULATOR
GWH	GAS WATER HEATER
HB	HOSE BIBB
HD	HUB DRAIN
HW	HOT WATER LINE
HWP	HOT WATER RETURN PUMP
HWR	HOT WATER RETURN LINE
HY	WALL HYDRANT
IVB	ICE MAKER VALVE BOX
IWH	INSTANTANEOUS WATER HEATER
LI	LINT INTERCEPTOR
MBH	THOUSAND BTU'S PER HOUR
NTS	NOT TO SCALE
PRV	PRESSURE REDUCING VALVE
PSI	POUNDS PER SQUARE INCH
RD	ROOF DRAIN
RL	RAIN LEADER
RVB	REFRIGERATOR VALVE BOX
SAN	SANITARY LINE
SD	SHOWER DRAIN
SP	SUMP PUMP
SR	SANITARY RISER
TD	TRENCH DRAIN
TMV	TEMPERATURE MIXING VALVE
TPV	TRAP PRIMER VALVE
TYP.	TYPICAL
V	VENT LINE
VS	VENT STACK
VTR	VENT THRU ROOF
WC	WATER COLUMN
WCO	WALL CLEANOUT
WHA	WATER HAMMER ARRESTOR
WM	WATER METER
WR	WATER RISER
WS	WASTE STACK
WSV	WASTE STACK VENT
WVB	CLOTHES WASHER VALVE BOX
YH	YARD HYDRANT

PIPING

- SANITARY
- VENT
- COLD WATER
- HOT WATER
- HOT WATER RETURN
- WATER HEATER RELIEF
- FILTERED COLD WATER
- SHUT–OFF VALVES (GATE/BALL VALVES)
- GAS BALL OR PLUG VALVE
- CIRCUIT BALANCING VALVE WITH MEMORY STOP
- PRESSURE REDUCING VALVE
- REDUCED PRESSURE BACKFLOW PREVENTER
- CHECK VALVE
- BRANCH CONNECTIONS (TOP, BOTTOM, SIDE)
- TEE (PLAN, UP, DOWN)
- ELBOW (PLAN, UP, DOWN)
- CAP FOR FUTURE CONNECTION
- UNION
- SOLENOID VALVE
- CLEANOUT IN FLOOR
- CLEANOUT ON END OF PIPE
- TRAP, PLAN VIEW
- FLOOR DRAIN, FLOOR SINK
- HOSE BIBB
- DIRECTION OF FLOW
- GAS — NATURAL GAS/PROPANE
- A — COMPRESSED AIR
- EXISTING SANITARY (FADED)
- EXISTING VENT (FADED)
- EXISTING COLD WATER (FADED)
- EXISTING HOT WATER (FADED)
- EXISTING HOT WATER RETURN (FADED)
- DEMOLITION
- CA — COMPRESSED AIR REEL
- H2O — WATER REEL
- M — WATER METER

GENERAL

- 1 / PX — DETAIL SYMBOL. TOP SHOWS TAG, BOTTOM SHOWS DETAIL SHEET
- SR1 / PX — SANITARY RISER SYMBOL. TOP SHOWS TAG, BOTTOM SHOWS RISER SHEET
- WR1 / PX — WATER RISER SYMBOL. TOP SHOWS TAG, BOTTOM SHOWS RISER SHEET
- 1 / PX — SECTION CUT SYMBOL. TOP SHOWS TAG, BOTTOM SHOWS DETAIL SHEET
- POINT OF CONNECTION TO EXISTING
- POINT OF DISCONNECTION FROM EXISTING

PLUMBING SPECIFICATIONS

PART 1 - GENERAL

1. REFER TO RISERS FOR PIPE SIZES NOT SHOWN ON PLAN. REFER TO SCHEDULE FOR SANITARY DRAIN, DOMESTIC WATER AND INDIVIDUAL VENT CONNECTION SIZES.

2. PRIOR TO ORDERING FIXTURES, CONFIRM DIMENSIONAL FIT–UP REQUIREMENTS FOR DWV PIPING LAYOUTS, FRAMING/MILLWORK, FAUCET TRIM HOLES, ETC. AND COORDINATE ANY REQUIRED ADJUSTMENTS FOR PROPER FIT FORM AND FUNCTION OF EACH FIXTURE.

3. REVIEW PLANS TO CONFIRM ADEQUATE CHASE AND/OR WALL CAVITY CLEARANCE EXISTS PRIOR TO INITIATION OF WORK.

4. ALL PIPING, MATERIALS AND EQUIPMENT ARE NEW UNLESS OTHERWISE NOTED.

5. PRIOR TO ANY START OF WORK, THE SUCCESSFUL CONTRACTOR SHALL MEET WITH THE ARCHITECT/OWNER TO DETERMINE THAT NO QUESTIONS REMAIN CONCERNING THE INTENT OF THE DRAWINGS OR SPECIFICATIONS.

6. VISIT THE SITE AND THOROUGHLY INSPECT CONDITIONS AFFECTING THE WORK BEFORE SUBMITTING BID. ASSUME RESPONSIBILITY FOR MEETING ALL EXISTING CONDITIONS INCLUDING ACCESS AND WORK SPACE LIMITATIONS.

7. SPECIFIC REFERENCE IN THE SPECIFICATIONS TO ANY ARTICLE, DEVICE, PRODUCT, MATERIAL, FIXTURE OR TYPE OF CONSTRUCTION, ETC., BY PROPRIETARY NAME, MAKE OR CATALOG NUMBER SHALL BE INTERPRETED AS ESTABLISHING A MINIMUM STANDARD OF QUALITY AND ALTERNATE MANUFACTURERS SHALL BE EQUAL WITH RESPECT TO MATERIALS, LISTED STANDARDS AND CONFIGURATIONS.

8. SUBMIT SHOP DRAWINGS OR CATALOG DATA FOR ENGINEERS APPROVAL BEFORE PURCHASING OR INSTALLING ITEMS. REFER TO SPECIFICATIONS ON DRAWINGS P1.1 AND P1.2 AS WELL AS SCHEDULES ON DRAWINGS P2.1 AND P2.2 FOR MATERIALS, EQUIPMENT, AND FIXTURES TO BE SUBMITTED.

9. PROVIDE ONE COMPLETE SET OF A COMPILATION OF CATALOG DATA OF EACH MANUFACTURED ITEM OF EQUIPMENT USED IN THE PLUMBING WORK.

10. IT IS THE INTENT OF THIS CATALOG, OPERATION AND MAINTENANCE DATA TO PROVIDE THE OWNER WITH COMPLETE INSTRUCTIONS ON THE PROPER OPERATION AND USE, LUBRICATION AND PERIODIC MAINTENANCE, TOGETHER WITH THE SOURCE OF REPLACEMENT PARTS AND SERVICE, FOR THE ITEMS OF EQUIPMENT COVERED.

11. FURNISH DETAILED INFORMATION TO THE ELECTRICAL CONTRACTOR ON POWER WIRING REQUIREMENTS FOR ALL PLUMBING EQUIPMENT ACTUALLY PURCHASED AS SOON AS PRACTICAL.

12. COORDINATE LOCATION OF EQUIPMENT AND PIPING WITH ELECTRICAL AND HVAC CONTRACTORS TO MAINTAIN CLEARANCE FOR EQUIPMENT MAINTENANCE, AVOID INTERFERENCE WITH DUCT AND HVAC PIPING RUNS, AND TO PREVENT PIPING FROM BEING INSTALLED OVER ELECTRICAL PANELS.

13. COMPANY SPECIALIZING IN MANUFACTURING PRODUCTS SPECIFIED SHALL HAVE NOT LESS THAN THREE YEARS OF DOCUMENTED EXPERIENCE.

14. PRODUCTS REQUIRING ELECTRICAL CONNECTION: LISTED AND CLASSIFIED BY UL OR OTHER TESTING AGENCY AS SPECIFIED AS SUITABLE FOR THE PURPOSE SPECIFIED IN THE INDICATED LOCATION.

15. PRODUCTS REQUIRING GAS OR PROPANE CONNECTION: LISTED AND CLASSIFIED BY AGA OR OTHER TESTING AGENCY AS SPECIFIED AS SUITABLE FOR THE PURPOSE SPECIFIED IN THE INDICATED LOCATION.

16. PROVIDE WRITTEN WARRANTEE FOR ALL WORKMANSHIP AND MATERIALS FOR A PERIOD OF 1 YEAR BEGINNING AT COMPLETION OF ALL WORK.

17. **IMPORTANT:** THE INFORMATION PROVIDED IN THESE PRELIMINARY DESIGN DOCUMENTS REPRESENT THE DESIGNER'S BEST INTERPRETATION OF THE OWNER'S REQUIREMENTS WITHIN THE TIME CONSTRAINTS ALLOWED TO PREPARE THE DESIGN. THESE DOCUMENTS ARE IN NO WAY TO BE CONSTRUED AS FINAL DESIGN DOCUMENTS. A CONTRACTOR USES THESE DESIGN DOCUMENTS AT THEIR OWN RISK AND IS ENCOURAGED TO PROVIDE APPROPRIATE CONTINGENCIES AS PART OF ANY PRICING EFFORTS.

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NEW FIRE STATION for
The CITY OF CRESCENT CITY
500 JUNCTION ROAD
CRESCENT CITY, FL 32112

SHEET TITLE
PLUMBING LEGEND AND SPECIFICATIONS

DRAWN BY CKB
CHECKED BY CKB

SHEET NO
P1.1

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PLUMBING SPECIFICATIONS

PART 2 - PRODUCTS

GENERAL PRODUCT REQUIREMENTS:

1. ALL PRODUCTS SHALL MEET FLORIDA PLUMBING CODE REQUIREMENTS.

2. ALL PRODUCTS SHALL MEET FLORIDA ADA REQUIREMENTS.

3. ALL PRODUCTS SHALL MEET FLORIDA ENERGY CONSERVATION CODE REQUIREMENTS.

INSULATION SYSTEMS:

1. SURFACE BURNING CHARACTERISTICS: FLAME SPREAD INDEX/SMOKE DEVELOPED INDEX OF 25/50, MAXIMUM, WHEN TESTED IN ACCORDANCE WITH ASTM E84 OR UL 723.

2. GLASS FIBER INSULATION: ASTM C547 AND ASTM C795; RIGID MOLDED, NONCOMBUSTIBLE, 'K' VALUE ASTM C177; 0.24 AT 75 DEGREES F., AND MAXIMUM SERVICE TEMPERATURE OF 850 DEGREES F.

3. VAPOR BARRIER JACKET: WHITE KRAFT PAPER WITH GLASS FIBER YARN, ASTM E96/E96M OF 0.02 PERM–INCHES.

4. FLEXIBLE ELASTOMERIC CELLULAR INSULATION: PREFORMED FLEXIBLE ELASTOMERIC CELLULAR RUBBER INSULATION COMPLYING WITH ASTM C534/C534M GRADE 1; USE MOLDED TUBULAR MATERIAL WHEREVER POSSIBLE, 'K' VALUE ASTM C177; 0.27 AT 75 DEGREES F., MAXIMUM SERVICE TEMPERATURE OF 220 DEGREES F., WATER VAPOR PERMEABILITY OF 0.05 PERM–INCHES; WHEN TESTED IN ACCORDANCE WITH ASTM E96, AND INSTALL INSULATION IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.

5. INTERIOR PLUMBING SYSTEMS SHALL MEET THE FOLLOWING:

A. DOMESTIC HOT WATER SUPPLY (140 DEGREES F OR LESS): FIBERGLASS INSULATION WITH STANDARD JACKET, PREFORMED FITTINGS AND PVC FITTING COVERS; PIPE SIZE RANGE: 1–1/4" AND SMALLER: 1" THICKNESS; PIPE SIZE RANGE: 1–1/2" AND LARGER: 1–1/2" THICKNESS.

B. DOMESTIC HOT WATER RECIRCULATION: FIBERGLASS INSULATION WITH STANDARD JACKET, PREFORMED FITTINGS AND PVC FITTING COVERS; PIPE SIZE RANGE: 1–1/4" AND SMALLER: 1" THICKNESS; PIPE SIZE RANGE: 1–1/2" AND LARGER: 1–1/2" THICKNESS.

6. EXTERIOR PLUMBING SYSTEMS SHALL MEET THE FOLLOWING:

A. DOMESTIC COLD WATER: FLEXIBLE ELASTOMERIC INSULATION, INSULATE ABOVE GRADE COLD WATER PIPING IN AREAS OUTSIDE OF BUILDING INSULATION SYSTEM AS FREEZE PROTECTION; PIPE SIZE RANGE: ALL PIPE SIZES: 1" THICKNESS, AND PROVIDE ALUMINUM JACKET ON ALL ABOVE GRADE EXTERIOR PIPING.

PIPING SYSTEMS:

1. POTABLE WATER SUPPLY SYSTEMS: PROVIDE PIPING, PIPE FITTINGS, AND SOLDER AND FLUX (IF USED), THAT COMPLY WITH NSF 61 AND NSF 372 FOR MAXIMUM LEAD CONTENT; LABEL PIPE AND FITTINGS.

2. PVC PIPE: PVC DWV SCHEDULE 40, ASTM D 2665, SOLID CORE; SOLVENT WELDED, WITH ASTM D2564 SOLVENT CEMENT.

3. CPVC PIPE: 2" AND SMALLER: ASTM D2846; LARGER THAN 2": F441 SCHEDULE 80., FITTINGS: ASTM D 2846; ASTM F 437; ASTM F 438; ASTM F439; COMPATIBLE WITH PIPE, JOINTS: SOLVENT WELD WITH ASTM F 493 SOLVENT CEMENT, WITH APPROVED PRIMER WHERE REQUIRED BY CODE.

4. COPPER PIPE: TYPE 'K' BELOW GRADE AND TYPE 'M' ABOVE GRADE, ASTM B88 FOR BOTH. FITTINGS: ASME B16.18, CAST COPPER ALLOY OR ASME B16.22, WROUGHT COPPER AND BRONZE. JOINTS: ASTM B32 ALLOW Sn95 SOLDER.

FITTINGS AND JOINTS (ALTERNATE): COPPER PRESS–CONNECT FITTINGS WITH EPDM, SEALING ELEMENT, ½" THROUGH 4" – COPPER TUBE SIZE (CTS).

A) FITTINGS SIZED ½" TO 4", 300PSI AT 250°F FOR USE WITH ASTM B88 COPPER TUBE TYPE 'K', 'L', AND 'M' SHALL BE LISTED FOR ASTM F3226, ASME B16.51, ICC–ES AC156, AND NSF 61–372.
B) PRESS–CONNECT FITTINGS MUST BE DESIGNED WITH TECHNOLOGY INTEGRATED INTO THE BODY TO DETECT UNPRESSED FITTINGS DURING PRESSURE TESTING.

5. PIPE HANGERS AND SUPPORTS: PROVIDE HANGERS AND SUPPORTS THAT COMPLY WITH MSS–SP–58. UPPER ATTACHMENTS – BEAM CLAMPS: BEAM CLAMPS SHALL BE USED WHERE PIPING IS TO BE SUSPENDED FROM BUILDING STEEL. CLAMP TYPE SHALL BE SELECTED ON THE BASIS OF LOAD TO BE SUPPORTED, AND LOAD CONFIGURATION. SELECT CONCRETE INSERTS TO SUIT THREADED HANGER ROD SIZES AND SHALL HAVE A LOAD RATING OF 2,000 LBS./FT. IN CONCRETE.

6. BALL VALVE CONSTRUCTION: MSS SP–110, 150 PSI SWP AND 600 PSI WOG, FULL PORT CAST BRONZE AND TFE SEATS AND SEALS.

PLUMBING FIXTURES:

1. REFER TO PLUMBING FIXTURE SCHEDULES FOR SPECIFIC FEATURE REQUIREMENTS FOR THIS PROJECT.

2. TANK TYPE WATER CLOSETS SHALL BE ASME A112.19.2 AS SCHEDULED.

3. FLUSH VALVES FOR URINALS SHALL BE ASME A112.19.2, ASSE 1037 AS SCHEDULED, DESIGNED FOR OPERATION WITH THE MATCHING FIXTURE AT FLOW PRESSURES OF 25 PSI OR LESS.

4. WALL HUNG URINALS SHALL BE ASME A112.19.2M AS SCHEDULED.

5. CARRIERS FOR WALL HUNG URINALS SHALL BE ASME A112.6.1M; CAST IRON AND STEEL FRAME WITH TUBULAR LEGS, LUGS FOR FLOOR AND WALL ATTACHMENT, THREADED FIXTURE STUDS FOR FIXTURE HANGER, BEARING STUDS.

6. LAVATORIES SHALL BE ASME A112.19.2M AS SCHEDULED. FAUCETS SHALL CONFORM TO ASME A112.18.1M; AND WASTE FITTING SHALL CONFORM TO ASME A112.18.2. CARRIERS FOR WALL HUNG LAVATORIES SHALL BE ASME A112.6.1M CONCEALED ARM STYLE.

7. SINKS SHALL BE ASME A112.19.3M AS SCHEDULED.

8. SERVICE SINKS SHALL BE A112.19.1M AS SCHEDULED; AND SERVICE SINK TRIM SHALL CONFORM TO ASME A112.18.1M AS SCHEDULED.

9. ELECTRIC WATER COOLER SHALL BE ADA–COMPLIANT ARI 1010, ASME A112.19.1M, AND NSF 61 AS SCHEDULED; ELECTRICAL COMPONENTS SHALL BE 115 VOLT, 60 HERTZ COMPRESSOR, AND 6 FOOT CORD AND PLUG FOR CONNECTION TO ELECTRIC WIRING SYSTEM INCLUDING GROUNDING CONNECTOR.

WATER HEATERS:

1. WATER HEATERS AND EXPANSION TANKS SHALL BE NSF APPROVED.

2. GAS WATER HEATERS: CERTIFIED BY CSA INTERNATIONAL OR UL TO ANSI Z21.10.1 OR ANSI Z21.10.3, AS APPLICABLE, IN ADDITION TO REQUIREMENTS SPECIFIED OTHERWISE. EXTERIOR, TANKLESS INSTALLATION.

3. RELIEF VALVES SHALL BE PROVIDED AS AN ACCESSORY TO THE WATER HEATER AND SHALL BE SIZED AND INSTALLED BY THE MANUFACTURER.

PART 3 - EXECUTION

1. ALL PLUMBING FIXTURES AND MATERIALS SHALL BE INSTALLED IN ACCORDANCE WITH THE FLORIDA PLUMBING CODE AND ENERGY CONSERVATION CODE, LATEST EDITION ADOPTED BY AUTHORITY HAVING JURISDICTION.

2. ALL PLUMBING FIXTURES AND MATERIALS SHALL BE INSTALLED IN ACCORDANCE WITH FLORIDA ACCESSIBILITY CODE. ENSURE SANITARY ROUGH–INS ARE LOCATED TO MAINTAIN ADA CLEARANCES AFTER FIXTURES ARE INSTALLED. REFER TO ARCHITECTURAL PLANS FOR EXACT DIMENSIONS.

3. OFFSET VENT THRU ROOF'S (VTR) AS REQUIRED TO PENETRATE ROOF AT LOCATION AT LEAST 10' FROM AIR CONDITIONING UNIT INTAKES. COORDINATE EXACT LOCATION OF AIR CONDITIONING UNITS WITH MECHANICAL CONTRACTOR AND ADJUST AS NECESSARY.

4. REFER TO ARCHITECTURAL PLANS TO CONFIRM LOCATION OF FIRE RATED WALLS, SMOKE BARRIERS, AND SMOKE PARTITIONS. ALL PENETRATIONS OF RATED WALLS SHALL BE MADE WITH FIRE STOPPING MATERIALS IN ACCORDANCE WITH FLORIDA BUILDING CODE REQUIREMENTS. PENETRATIONS OF ALL FIRE RATED ASSEMBLIES SHALL BE MADE IN ACCORDANCE WITH THE FIRE RATED ASSEMBLY'S UL LISTING, AS APPROVED BY THE AUTHORITY HAVING JURISDICTION.

5. SLEEVE ALL FLOOR/WALL PENETRATIONS THAT ARE NOT CORE BORED.

6. PROVIDE WATER HAMMER ARRESTORS FOR ALL FIXTURES IN ACCORDANCE WITH PDI 201 GUIDELINES.

7. PROVIDE TRAP PRIMERS FOR ALL FLOOR DRAINS AND OR FLOOR SINKS. PROVIDE ADA COVERING OVER TRAP PRIMERS INSTALLED UNDER ADA LAVATORIES AND SINKS.

8. ALL WATER PIPE SHALL BE RUN CONCEALED IN CHASE, WALL, OR ABOVE CEILING EXCEPT IN MECHANICAL ROOMS OR AS OTHERWISE NOTED.

9. PROVIDE ALL REQUIRED FITTINGS FOR COMPLETE INSTALLATION OF EACH FIXTURE INCLUDING, BUT NOT LIMITED TO, 3/8" FLEXIBLE SUPPLIES, ESCUTCHEON PLATES, STOP VALVES, DRAINS, TRAPS, MOUNTING HARDWARE, ETC. ALL EXPOSED HARDWARE SHALL BE POLISHED BRASS OR CHROME FINISH.

10. INSTALL ALL FIXTURES IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS, PLUMB AND LEVEL, PROPERLY SECURED AND SEALED TO WALL OR FLOOR.

11. TRENCHING, EXCAVATING AND BACKFILL SHALL MEET THE REQUIREMENTS OF THE FLORIDA PLUMBING CODE.

12. PERMANENTLY IDENTIFY PLUMBING EQUIPMENT SUCH AS WATER HEATERS, PUMPS, ETC. WITH PERMANENT ENGRAVED PHENOLIC LABELS ATTACHED BY SCREWS. INDICATE TAG IDENTIFIER USED ON EQUIPMENT SCHEDULE ON PLANS. PROVIDE TAPE MARKERS FOR PIPING INDICATING SYSTEM AND DIRECTION OF FLOW.

13. INSTRUCT OWNER'S OPERATING PERSONNEL IN OPERATION ADJUSTMENT AND MAINTENANCE PROCEDURES OF SYSTEM COMPONENTS AND ACQUAINT THEM WITH LOCATIONS AND FUNCTIONS OF VALVES, CONTROL DEVICES, ETC., IN THE SYSTEM.

14. AT THE COMPLETION OF THE JOB, DELIVER THE MARKED–UP DRAWINGS TO THE ARCHITECT/OWNER FOR A PERMANENT RECORD OF THE EXACT LOCATION OF ALL EQUIPMENT, PIPE RUNS, ETC., AS INCORPORATED IN THE JOB.

15. INSTALL PIPING IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS. FOR COPPER PRESS–CONNECT FITTINGS:

A) MANUFACTURER'S INSTALLATION INSTRUCTIONS SHALL BE STRICTLY ADHERED TO, IN ACCORDANCE WITH ASTM B 1029 INCLUDING A TWO–STEP PRESSURE TEST. MANUFACTURER SHALL CREDENTIAL INSTALLER WITHIN THE LAST THREE YEARS.
B) PRESS–CONNECT FITTINGS AND TUBE SHALL BE JOINED WITH MANUFACTURER'S APPROVED TOOLS.

16. PROVIDE NON–CONDUCTING DIELECTRIC CONNECTIONS WHEREVER JOINTING DISSIMILAR METALS.

17. FINAL ROUTING OF ALL PIPING SHALL ALLOW FOR EXPANSION AND CONTRACTION WITHOUT STRESSING PIPE, JOINTS, OR CONNECTED EQUIPMENT. VENT PIPING ROOF PENETRATIONS SHALL BE MADE USING FLASHING COLLARS WHICH ARE DESIGNED TO ALLOW FOR EXPANSION AND CONTRACTION (STONEMAN OR EQUAL).

18. PROVIDE ACCESS PANELS WHERE VALVES ARE NOT EXPOSED.

19. BURIED WATER PIPING SHALL BE AT LEAST 12" DEEP.

20. MAINTAIN WATER/SEWER HORIZONTAL SEPARATION OF 5', OR AS ALLOWED BY LOCAL CODES

21. SELECT AND INSTALL PIPE HANGERS AND SUPPORTS IN ACCORDANCE WITH MSS–SP–69, AND MSS SP–89 GUIDELINES. SUPPORT HORIZONTAL AND VERTICAL PIPING IN ACCORDANCE WITH FLORIDA PLUMBING CODE/INTERNATIONAL PLUMBING CODE SPACING REQUIREMENTS.

22. PVC PIPE EXPOSED TO SUNLIGHT SHALL BE PAINTED (COLOR BY ARCHITECT) WITH EXTERIOR GRADE PAINT.

23. SLOPE PIPING WITHIN FLORIDA PLUMBING CODE TOLERANCES.

24. TEST AND DISINFECT PIPING PER FLORIDA PLUMBING CODE REQUIREMENTS AND LOCAL AUTHORITIES HAVING JURISDICTION. SUBMIT CERTIFICATE OF TEST COMPLIANCE.

25. INSTALL WATER HEATERS IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS AND TO UL, AGA, CSA AND OTHER LISTING REQUIREMENTS AS APPLICABLE.

26. INSTALLATION OF FIXTURES SHALL BE INSTALLED PER MANUFACTURER'S RECOMMENDATIONS AND SHALL MEET THE FOLLOWING:

A. INSTALL ALL COMPONENTS LEVEL AND PLUMB.

B. INSTALL AND SECURE OFF THE FLOOR FIXTURES IN PLACE WITH CHAIR CARRIERS AND BOLTS. SUPPORT PLATES MAY BE USED FOR SUPPORT OF LAVATORIES ONLY IN MASONRY WALL CONSTRUCTION AND WHERE STEEL STUDS ARE REINFORCED WITH CROSS MEMBERS AND ADDITIONAL STUDS WHERE NECESSARY.

C. SEAL FIXTURES TO WALL AND FLOOR SURFACES.

D. SOLIDLY ATTACH WATER CLOSETS TO FLOOR WITH ANCHOR BOLTS.

E. PROVIDE TEMPERATURE LIMITING DEVICES FOR HOT WATER SUPPLY TO PUBLIC HAND WASHING FIXTURES.

F. PROVIDE DEDICATED STOP VALVES FOR ISOLATION OF ALL FIXTURES.

G. MOUNT FIXTURES AT HEIGHTS REQUIRED BY GOVERNING CODES AND AS INDICATED IN ARCHITECTURAL INTERIOR ELEVATIONS.

DIMENSIONS ON THIS DRAWING ARE TO BE READ AS PLUS OR MINUS AND SHALL BE FIELD VERIFIED BY THE GENERAL CONTRACTOR PRIOR TO CONSTRUCTION

DATE
31 AUGUST 2026

FILE NUMBER
2635601

REVISIONS

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PLUMBING FIXTURE SCHEDULE

MARK	FIXTURE DESCRIPTION	MOUNTING HEIGHT	REMARKS	ROUGH-IN SIZES				BASIS OF DESIGN
				COLD WATER	HOT WATER	WASTE	VENT	FIXTURE: MANUF., MODEL #
WC-1A	TANK TYPE WATER CLOSET - (ADA)	SEAT @ 17"-19" AFF	ADA TANK TYPE WATER CLOSET, FLOOR MOUNTED, WHITE VITREOUS CHINA, 1.6 GPF OR 1.28 GPF OR 1.6/1.1 GPF DUAL FLUSH OR PRESSURE ASSISTED 1.6 GPF OR PRESSURE ASSISTED 1.1 GPF 1.6 GPF OR PRESSURE ASSISTED 1.1 GPF, WITH MaP 1000g PERFORMANCE PER FLUSH, ELONGATED BOWL, WHITE SOLID PLASTIC ELONGATED OPEN FRONT SEAT LESS COVER, 3/8" FLEXIBLE SUPPLY. PROVIDE FLUSH HANDLE ON APPROACH SIDE OF STALL.	1/2"	N/A	3"	2"	WATER CLOSET: SEAT:
U-1A	URINAL (ADA)	RIM @ 17" AFF (MAX.) OR FLOOR MOUNTED	ADA URINAL, WALL MOUNTED OR FLOOR MOUNTED, WHITE VITREOUS CHINA, WALL OUTLET OR BOTTOM OUTLET, ELONGATED RIM, INTEGRAL TRAP, 1.0 GPF OR 0.125 GPF OR 0.5 GPF. TRIM WITH ADA EXPOSED FLUSH VALVE OR EXPOSED BATTERY POWERED AUTOMATIC FLUSH VALVE, EXPOSED OR CONCEALED, VANDAL RESISTANT FEATURES, AND PROVIDE COMPATIBLE CONCEALED WALL CARRIER.	3/4"	N/A	2"	2"	URINAL: FLUSH VALVE: CARRIER:
L-2A	LAVATORY WALL MOUNTED (ADA)	RIM @ 34" AFF	ADA LAVATORY, WALL MOUNT, WHITE VITREOUS CHINA, APPROXIMATE DIMENSION OF 21" WIDE BY 18" FRONT TO REAR. PROVIDE ADA 4" CENTER SET SINGLE LEVER HANDLE FAUCET, AND 0.5 GPM AERATOR. PROVIDE GRID DRAIN, 1-1/4" TAILPIECE AND ADJUSTABLE P-TRAP, 3/8" FLEXIBLE SUPPLIES AND ANGLE STOP VALVES IN CHROME PLATED BRASS. PROVIDE COMPATIBLE CARRIER. PROVIDE PROTECTIVE ADA PIPE COVER. PROVIDE DEDICATED ANTI-SCALD VALVE; REFER TO PLUMBING SPECIALTIES SCHEDULE.	1/2"	1/2"	1-1/2"	2"	LAVATORY: FAUCET: CARRIER:
SK-1	SINK - SINGLE BOWL	MOUNT IN COUNTERTOP	SINGLE COMPARTMENT SINK, SELF RIMMING, STAINLESS STEEL, OVERALL DIMENSIONS APPROXIMATELY 30" WIDE BY 20" FRONT TO REAR (EDIT TO MATCH PLANS) BY 10" DEEP, WITH UNDERSIDES COATED WITH SOUND DAMPENING MATERIAL. TRIM WITH DECK MOUNTED KITCHEN FAUCET OR (6", 7", 8", OR 9") SPOUT HEIGHT GOOSENECK FAUCET, SWING SPOUT, SPRAY ACCESSORY, 1.5 GPM OR 2.2 OR 2.5 GPM AERATOR, AND PERFORATED STAINLESS GRID STRAINER CUP. PROVIDE 1-1/2" TAILPIECE AND ADJUSTABLE P-TRAP, 3/8" FLEXIBLE SUPPLIES AND ANGLE STOP VALVES IN CHROME PLATED BRASS. PROVIDE DEDICATED ANTI-SCALD VALVE; REFER TO PLUMBING SPECIALTIES SCHEDULE AND GARBAGE DISPOSAL, 1/2HP,120V.	1/2"	1/2"	2"	2"	SINK: FAUCET: ACCESSORY: DISPOSAL:
MP-1	PRECAST TERRAZZO MOP BASIN	FLOOR MOUNTED	MOP SERVICE BASIN, MOLDED STONE OR ENAMLED CAST-IRON TO MATCH ARCHITECTURAL FOOTPRINT, 24"x24"x12" DEEP MINIMUM OR CORNER BASIN WITH STAINLESS STEEL DRAIN. PROVIDE STAINLESS STEEL RIM GUARDS AND WALL GUARDS, ADA COMPLIANT WALL MOUNTED FAUCET, VACUUM BREAKER WITH 3/4" EXTERNAL THREADED HOSE CONNECTIONS, INTEGRAL STOPS, MOP HANGER AND HOSE ACCESSORIES, AND ADJUSTABLE WALL BRACE.	1/2"	1/2"	3"	2"	BASIN: FAUCET: ACCESSORY:
SH-3A	FIBERGLASS SHOWER MODULE (ADA)	FLOOR MOUNTED	ADA FIBERGLASS SHOWER MODULE WITH CEILING INSERT NON-SLIP SURFACE, STAINLESS STEEL GRAB BARS, REMOVABLE SEAT MOUNTS. TRIM WITH ASSE 1016 (TYPE T/P) COMBINATION THERMOSTATIC/PRESSURE BALANCING VALVE WITH INTEGRAL STOPS. PROVIDE 1.5 GPM OR 2.5 GPM ADA HAND SHOWER UNIT INCLUDING PUSH BUTTON CONTROLLED SHOWER HEAD FOR USE IN FIXED POSITION OR HANDHELD USE, MINIMUM 59" HOSE, WALL MOUNT BRACKET, WITH ASSE VACUUM BREAKER, AND BACKFLOW PREVENTOR. CONTROLS SHALL BE LOCATED PER ADA REQUIREMENTS. SET OUTLET TEMPERATURE AT 110°F. MAXIMUM. SIZE ACCORDINGLY TO ARCHITECTURAL PLANS.	1/2"	1/2"	2"	2"	RECEPTOR: (SEE DRAIN AND CLEANOUT SCHEDULE) VALVE: TRIM:
EWC-3A	ELECTRIC WATER COOLER TWO-LEVEL FOUNTAIN (ADA)	LOWER SPOUT @ 36" AFF (MAX.); UPPER SPOUT @ 38" TO 43" AFF.	ADA ELECTRIC WATER COOLER, WALL MOUNT OR RECESSED, REFRIGERATION SYSTEM AND STAINLESS STEEL GRILL, ADA COMPLIANT, 8.0 GPH CAPACITY, HI-LO CONFIGURATION, 1-1/4" ADJUSTABLE P-TRAP, 3/8" FLEXIBLE SUPPLIES AND ANGLE STOP VALVES IN CHROME PLATED BRASS. PROVIDE OPTIONAL ACCESSORY APRON AS NECESSARY TO MEET ADA PROTRUDING OBJECTS GUIDELINES.	1/2"	N/A	1-1/2"	2"	WATER COOLER: ACCESSORY:

NOTES:

1. VENT CONNECTIONS INDICATED APPLY TO INDIVIDUALLY VENTED FIXTURES AND ARE NOT APPLICABLE TO CIRCUIT VENTS, WET VENTS, COMBINATION DRAIN AND VENT SYSTEMS, ETC. REFER TO PLANS AND RISERS FOR SYSTEM CONFIGURATIONS AND SIZES FOR THESE SYSTEMS.
2. FLEXIBLE SUPPLIES, TRAPS, TAILPIECES AND OTHER ACCESSORIES NOT IN WALL CAVITIES SHALL BE STAINLESS STEEL OR CHROME PLATED.

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DRAINAGE AND CLEANOUT SCHEDULE

MARK	REMARKS
FD-1	FLOOR DRAIN - CAST-IRON BODY WITH ADJUSTABLE 5" ROUND STRAINER HEAD OR 4" SQUARE TOP, FLASHING COLLAR, NICKEL BRONZE STRAINER FINISH, AND TRAP PRIMER CONNECTION.
FND	FUNNEL FLOOR DRAIN - CAST-IRON BODY WITH ADJUSTABLE 7" ROUND DIAMETER TOP, WITH FLANGE AND FUNNEL, AND TRAP PRIMER CONNECTION. TOP OF DRAIN TO BE FLUSH WITH FINISHED FLOOR.
FS-1	FLOOR SINK - ENAMELED CAST-IRON BODY WITH 8 X 8 SQUARE SMOOTH HALF GRATE COVER, FOR INDIRECT WASTE RECEPTOR. PROVIDE WITH REMOVABLE SEDIMENT BUCKET WITH STAINLESS STEEL MESH LINER, AND TRAP PRIMER CONNECTION.
COOG	CLEANOUT ON GRADE - PVC CLEANOUT WITH RAISED SQUARE PLUG INSTALLED UNDER ACCESS HOUSING AS DETAILED. ASME A112.6.3 EXTRA HEAVY DUTY TRAFFIC RATED WHERE APPLICABLE.
FCO-1	FLOOR CLEANOUT - CAST-IRON BODY WITH RAISED SQUARE OR RECESSED SQUARE PLUG WITH ADJUSTABLE ROUND HEAVY DUTY NICKEL BRONZE TOP, ANCHOR FLANGE.
WCO	WALL CLEANOUT - RAISED SQUARE OR RECESSED SQUARE PLUG WITH ROUND SMOOTH STAINLESS STEEL WALL ACCESS COVER.
SD-1	SHOWER DRAIN FOR FIBERGLASS MODULE. PVC BODY WITH BOTTOM OUTLET, WATER-TIGHT GASKET AND SECURING NUT, POLISHED BRASS ROUND STRAINER TOP.
TD-3	TRENCH DRAIN - 6" WIDE PRE-SLOPED HIGH DENSITY POLYETHYLENE TRENCH DRAIN SYSTEM, 80 INCH WITH INTEGRAL TOP FRAME AND RADIUSED BOTTOM, HEAVY DUTY DUTYCAST-IRON GRATE AND NO-HUB BOTTOM OUTLET.

PUMP SCHEDULE

MARK	PUMP TYPE	LOCATION	FLOW (GPM)	TOTAL HEAD (FT. H20)	MOTOR (HP)	SPEED (RPM)	VFD	ELECTRICAL (V/PH/HZ)
HWP-1	A	IGWH-1	XX	XX'	XX	XXXX	NO	120/1/60

PUMP TYPE

TYPE A

IN-LINE HOT WATER RECIRCULATION PUMP, HIGH EFFICIENCY MOTOR, ACCESSORY TIME CLOCK CONVERTIBLE TO PLUG-IN OR HARD-WIRED TYPE; COORDINATE WITH ELECTRICIAN. BELL & GOSSETT, TACO OR APPROVED EQUAL.

INSTANTANEOUS WATER HEATER SCHEDULE - GAS

MARK	FIXTURE DESCRIPTION	INSTALLATION LOCATION	MAXIMUM INPUT (BTUH)	GAS INLET PRESSURE (IN. W.C.)	FUEL TYPE	CAPACITY @ 40°F TEMP. RISE (GPM)	WATER CONNECTION SIZE (IN.)	ACTIVATION FLOW (GPM)	SETPOINT RANGE (°F)	ELECTRICAL (V/PH/HZ)
IGWH-1	INSTANTANEOUS GAS WATER HEATER	OUTDOOR	199.99	5.0 TO 10.4	NATURAL GAS	X.X	3/4"	≤ X.X	95°-140°	120/1/60
IGWH-2	INSTANTANEOUS GAS WATER HEATER	OUTDOOR	199,999	5.0 TO 10.5	NATURAL GAS	X.X	3/4"	≤ X.X	95°-140°	120/1/60

NOTES AND ACCESSORIES:

1. PROVIDE ASME PRESSURE RELIEF VALVE, CHECK VALVE, UNIONS AND SHUT-OFF VALVE SIZED IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS.
2. PROVIDE MANUFACTURER'S RECOMMENDED SEALED COMBUSTION, DIRECT VENT SYSTEM AND ALL RELATED FITTINGS FOR EXTERIOR MOUNT APPLICATION IN LOCATION INDICATED.
3. EFFICIENCY SHALL MEET OR EXCEED ASHRAE 90.1 REQUIREMENTS, LATEST VERSION.
4. PROVIDE ELECTRONIC CONTROL SYSTEM FOR SEQUENCING UNIT TO SUPPORT HOT WATER FLOW AT STABLE SETPOINT TEMPERATURE FROM 0.4 GPM TO 9.8 GPM.
5. MAINTAIN MANUFACTURER'S RECOMMENDED CLEARANCES ON ALL SIDES.
6. PROVIDE REMOTE THERMOSTAT FOR WATER HEATER AND LOCATE IN MECHANICAL ROOM.
7. RINNAI IS BASIS OF DESIGN
8. MOUNTING HEIGHT PER MANUFACTURER.

PLUMBING SPECIALTIES SCHEDULE

MARK	FIXTURE DESCRIPTION	REMARKS
HB-1	HOSE BIBB 18"-24" AFG	ASSE 1019-B AUTOMATIC DRAINING FREEZEPROOF HOSE BIBB WITH HOSE CONNECTION BACKFLOW PREVENTER, POLYCARBONATE WHEEL HANDLE AND LOOSE TEE KEY, OR METAL HANDLE, RECESSED LOCKABLE POLISHED BRASS BOX. BASIS OF DESIGN IS WOODFORD MODEL 65, FREEZELESS WALL HYDRANT OR MODEL 19 FREEZELESS WALL FAUCET ANTI-SIPHON.
HB-4	HOSE BIBB 18"-24" AFG	ASSE 1011 MILD CLIMATE HOSE BIBB VERTICAL INSTALLATION ON STANDPIPE WITH EXPOSED ANTI-SIPHON, EXTERNAL VACUUM BREAKER, VANDAL RESISTANT OPERATING STEM, POLYCARBONATE WHEEL HANDLE AND LOOSE TEE KEY.
WHA	WATER HAMMER ARRESTOR	WATER HAMMER ARRESTOR, STAINLESS STEEL OR COPPER CONSTRUCTION, BELLOWS OR PISTON TYPE, PRECHARGED, RATED FOR 250 PSI AT 300°F. SIZE AND INSTALL PER PDI GUIDELINES FOR FULL PROTECTION OF ALL FIXTURES. ASSE 1010 COMPLIANT.
TMV-P	POINT OF USE THERMOSTATIC MIXING VALVE (MOUNT UNDER SINK)	THERMOSTATIC MIXING VALVE, POINT OF USE ANTI-SCALD VALVE WITH INTEGRAL CHECK VALVES ON INLET, LOCKABLE ACCESS BOX. PROVIDE DEDICATED VALVE FOR EACH LAVATORY AND SINK LOCATION. 0.4 GPM MIN. FLOW RATE, 2.3 GPM MAX. FLOW RATE, 10.0 PSI MAX. PRESSURE DROP AT MAX. FLOW. LEONARD 270 OR APPROVED EQUAL. ASSE STANDARDS 1070 AND 1017 COMPLIANT, ADJUSTABLE DOWN TO 110º F.
IVB	ICE MAKER VALVE BOX	ICE MAKER VALVE BOX, ASSE 1010, RECESSED WITH COLD WATER SHUTOFF VALVE, INTEGRAL ASSE 1010 WATER HAMMER ARRESTOR.
RVB	REFRIGERATOR VALVE BOX	REFRIGERATOR VALVE BOX, RECESSED WITH COLD WATER SHUTOFF VALVE, INTEGRAL ASSE 1010 WATER HAMMER ARRESTOR.
WVB	CLOTHES WASHER VALVE BOX	CLOTHES WASHER VALVE BOX, RECESSED WITH COLD WATER AND HOT WATER SHUTOFF VALVE, INTEGRAL ASSE 1010 WATER HAMMER ARRESTOR.
GI	GREASE INTERCEPTOR (OUTDOOR)	GREASE INTERCEPTOR, SCHIER OR APPROVED EQUAL, RATED FOR OUTDOOR LOCATION AS INDICATED WITH 50 GPM FLOW RATE AND 100 LBS. GREASE CAPACITY. PROVIDE 4" INLET AND OUTLET PIPING CONNECTIONS, AND 2-WAY CLEANOUTS AS INDICATED. PROVIDE RECESSED COVER AND ACCESS EXTENSION AS REQUIRED. VENTING OF GREASE TRAP NOT REQUIRED UNLESS LOCAL CODE DICTATES.
TPV-1	TRAP PRIMER - GRAVITY FED TAILPIECE	TRAP PRIMER FITTING WITH BRAIDED 1/2" STAINLESS STEEL FLEXIBLE PRIMING MAKE UP WATER LINE TO WALL CAVITY WITH 5/8" COMPRESSION FITTINGS, AND CHROME PLATED ESCUTCHEONS. ASSE 1044 LISTED.
TPV-2	TRAP PRIMER VALVE - MECHANICAL SINGLE TRAP	TRAP PRIMER VALVE, CORROSION RESISTANT BRASS WITH 1/2" INLET AND OUTLET CONNECTIONS. PROVIDE UNION UPSTREAM OF EACH TRAP PRIMER VALVE. ASSE 1018 LISTED.

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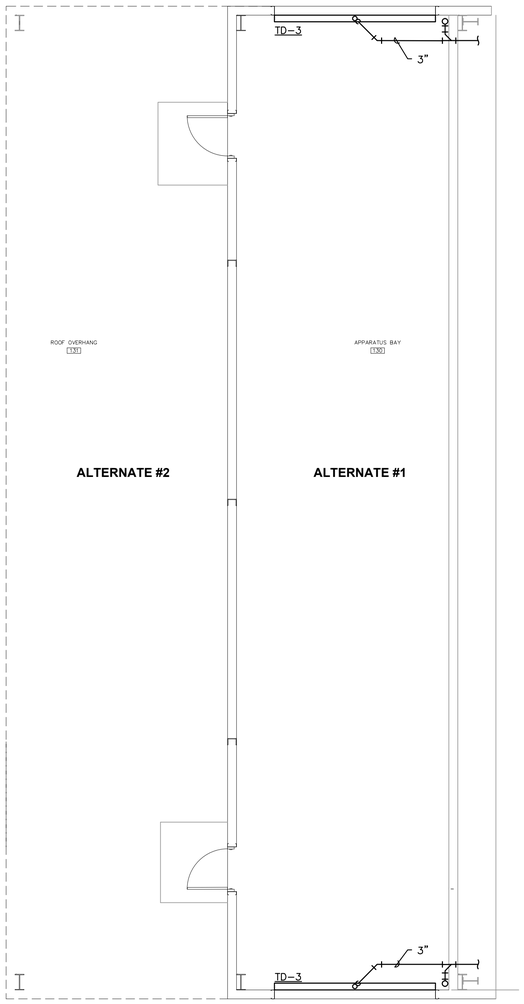
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CRESCENT CITY, FL 32112

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2 P3.1 SANITARY PLAN (ADD ALT 1 & 2)

SCALE: 3/16" = 1'-0"

1 P3.1 SANITARY PLAN (BASE BID)

SCALE: 3/16" = 1'-0"

GENERAL NOTES:

1. COORDINATE VTR LOCATIONS WITH ELECTRICAL AND MECHANICAL SYSTEMS ABOVE CEILING AND ON ROOF. VTR LOCATIONS MUST BE MIN. 10'0" FROM ALL OUTSIDE AIR INTAKES AND BUILDING OPENINGS.
2. COORDINATE ALL OVERHEAD PIPING WITH ALL OTHER TRADES. DO NOT ROUTE ANY PIPING OVER IT/ELECTRICAL ROOMS OR EQUIPMENT.
3. INSTALL SHUT-OFF VALVES IN ACCESSIBLE LOCATIONS BOTH ABOVE OR BELOW CEILING. IF VALVE MUST BE INSTALLED ABOVE HARD CEILING OR WITHIN WALL CAVITY, PROVIDE MIN. 12"X12" HINGED ALUMINUM ACCESS PANEL WITH PAINTABLE SURFACE.
4. PROVIDE DOMESTIC WATER SHUT-OFF VALVE UPSTREAM OF ALL HOSE BIBBS PER FLORIDA PLUMBING CODE (FPC 606.2). INSTALL ALL VALVES IN ACCESSIBLE LOCATIONS WITH ACCESS PANELS AS REQUIRED.

SPECIFIC NOTES:

1. UNUSED.
2. UNUSED.
3. UNUSED.

0 5' 10'

SCALE: 3/16" = 1'-0"

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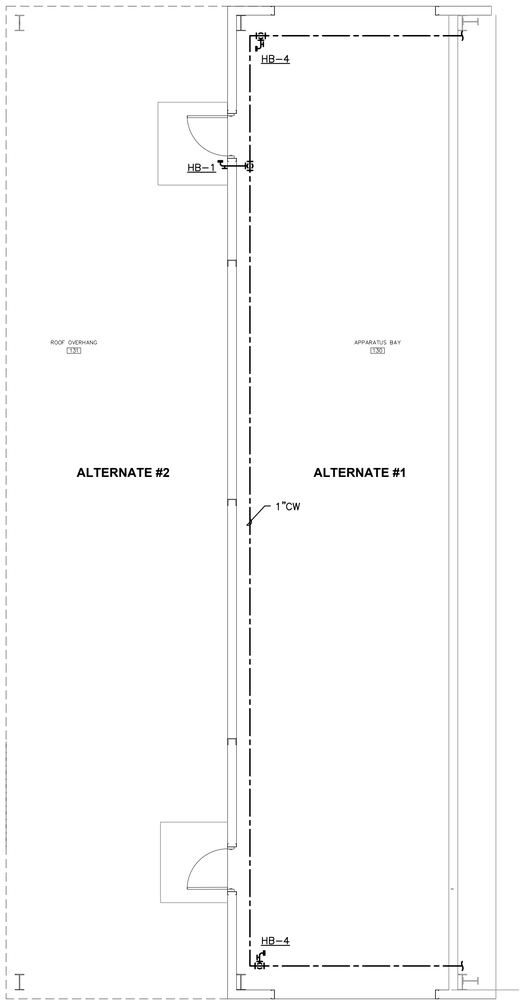
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SANITARY PLAN

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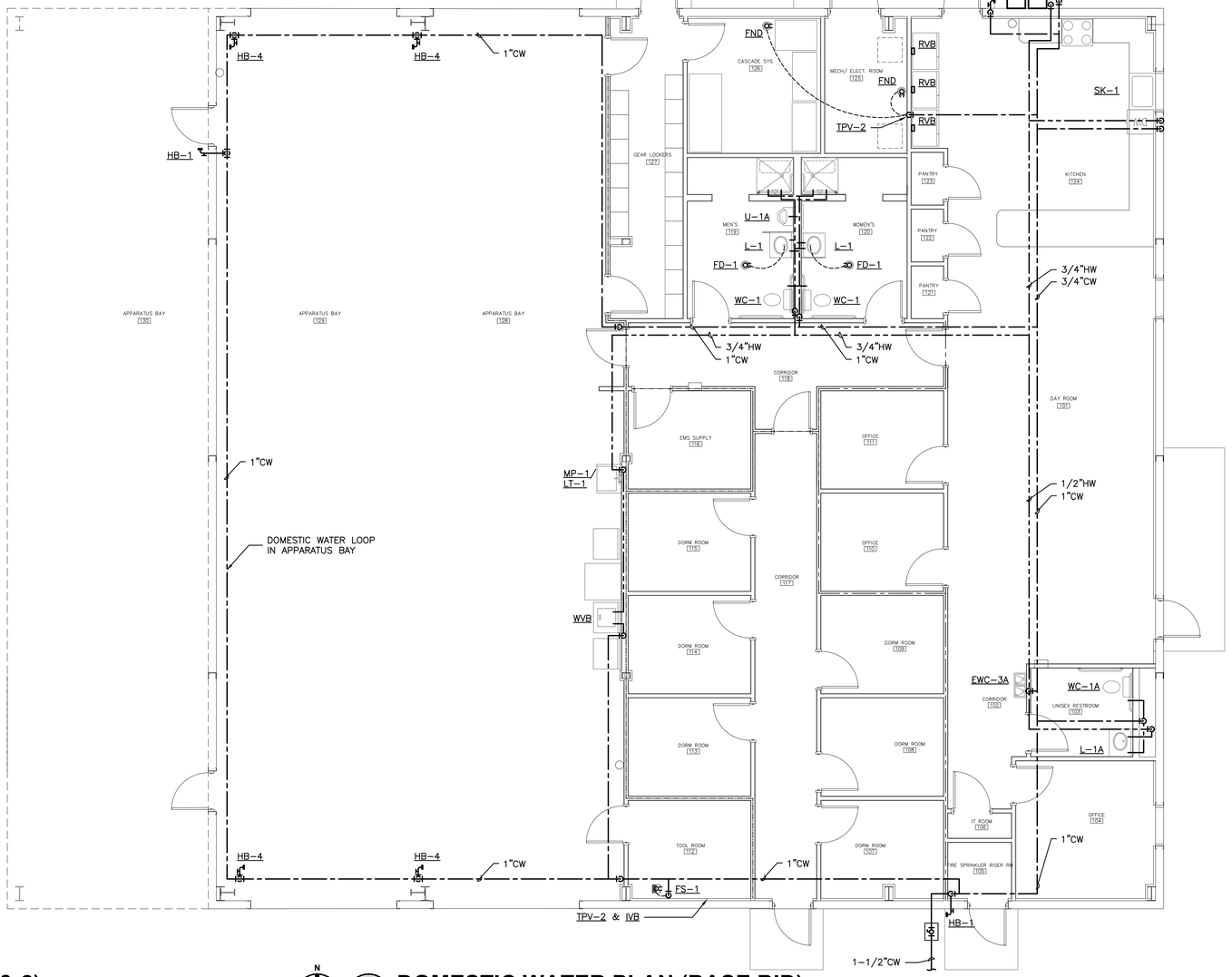
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2 P3.2 DOMESTIC WATER PLAN (ADD ALT 1 & 2)

SCALE: 3/16" = 1'-0"



1 P3.2 DOMESTIC WATER PLAN (BASE BID)

SCALE: 3/16" = 1'-0"

GENERAL NOTES:

1. COORDINATE VTR LOCATIONS WITH ELECTRICAL AND MECHANICAL SYSTEMS ABOVE CEILING AND ON ROOF. VTR LOCATIONS MUST BE MIN. 10'0" FROM ALL OUTSIDE AIR INTAKES AND BUILDING OPENINGS.
2. COORDINATE ALL OVERHEAD PIPING WITH ALL OTHER TRADES. DO NOT ROUTE ANY PIPING OVER IT/ELECTRICAL ROOMS OR EQUIPMENT.
3. INSTALL SHUT-OFF VALVES IN ACCESSIBLE LOCATIONS BOTH ABOVE OR BELOW CEILING. IF VALVE MUST BE INSTALLED ABOVE HARD CEILING OR WITHIN WALL CAVITY, PROVIDE MIN. 12"X12" HINGED ALUMINUM ACCESS PANEL WITH PAINTABLE SURFACE.
4. PROVIDE DOMESTIC WATER SHUT-OFF VALVE UPSTREAM OF ALL HOSE BIBBS PER FLORIDA PLUMBING CODE (FPC 606.2). INSTALL ALL VALVES IN ACCESSIBLE LOCATIONS WITH ACCESS PANELS AS REQUIRED.

SPECIFIC NOTES:

1. UNUSED.
2. UNUSED.
3. UNUSED.

0 5' 10'

SCALE: 3/16" = 1'-0"

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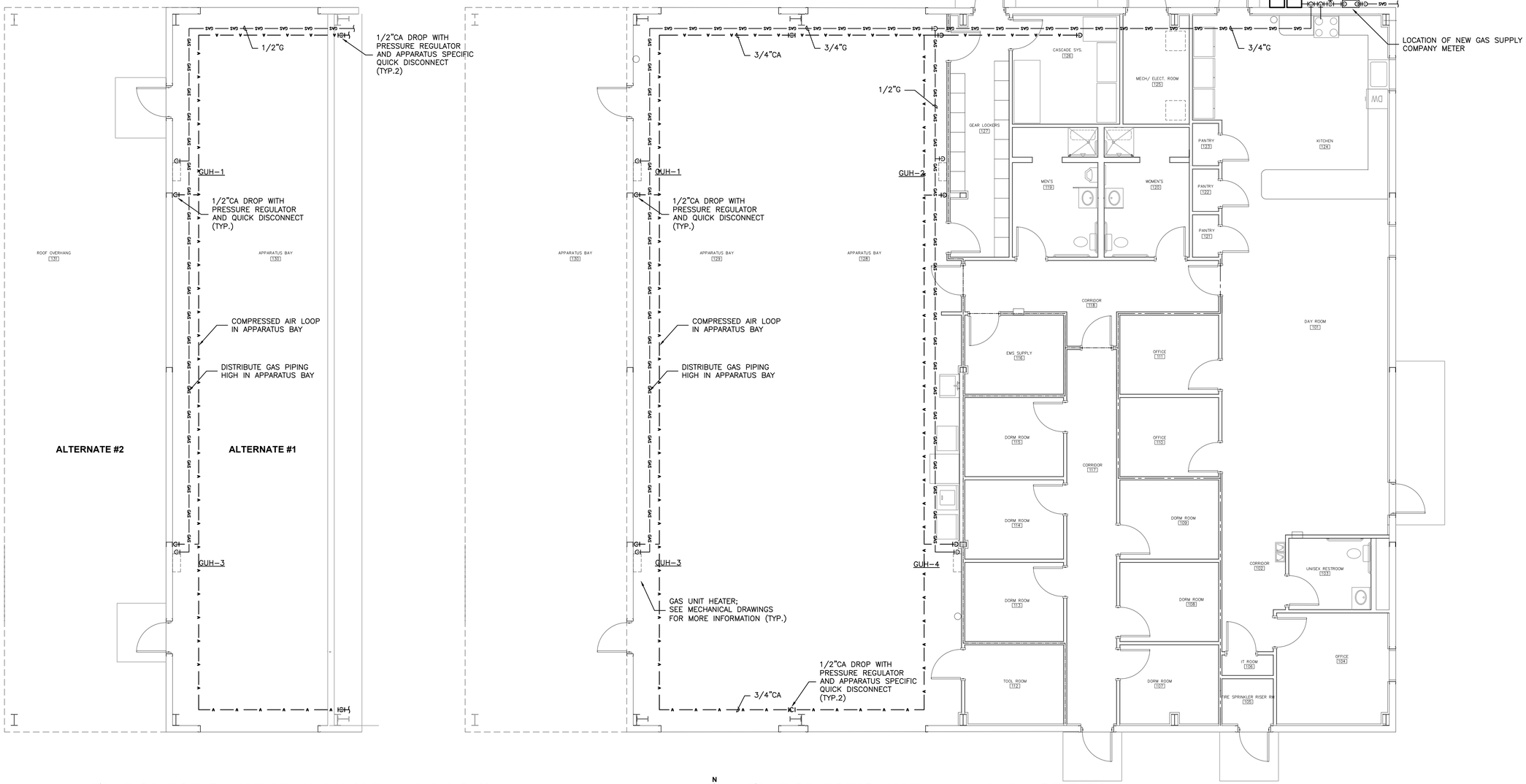
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SCALE: 3/16" = 1'-0"

1 P3.2 DOMESTIC WATER PLAN (BASE BID)

SCALE: 3/16" = 1'-0"

GENERAL NOTES:

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4. PROVIDE DOMESTIC WATER SHUT-OFF VALVE UPSTREAM OF ALL HOSE BIBBS PER FLORIDA PLUMBING CODE (FPC 606.2). INSTALL ALL VALVES IN ACCESSIBLE LOCATIONS WITH ACCESS PANELS AS REQUIRED.

SPECIFIC NOTES:

1. 5PSI NATURAL GAS PIPE UNDER GROUND TO STANDBY GENERATOR.
2. UNUSED.
3. UNUSED.

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SHEET TITLE
AIR AND GAS PIPING PLAN

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P3.3

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MECHANICAL LEGEND, ABBREVIATIONS AND SPECIFICATIONS

AIR DISTRIBUTION DEVICES

S"X" DØ CFM — SUPPLY AIR DIFFUSER
"S" INDICATES SUPPLY AIR, "X" INDICATES DIFFUSER TYPE, "D" INDICATES NECK SIZE, "CFM" INDICATES SUPPLY AIRFLOW.

R"X" DØ — RETURN AIR GRILLE – DUCTED
"R" INDICATES RETURN AIR, "X" INDICATES GRILLE TYPE, "D" INDICATES NECK SIZE.

R"X" — RETURN AIR GRILLE NON–DUCTED
"R" INDICATES RETURN AIR, "X" INDICATES GRILLE TYPE.

SR WxH CFM — SUPPLY AIR REGISTER
"WxH" INDICATES SIZE, "CFM" INDICATES SUPPLY AIRFLOW.

RG WxH CFM — RETURN AIR GRILLE
"WxH" INDICATES SIZE.

NOTE:
REFER TO AIR DISTRIBUTION DEVICE SCHEDULE FOR ADDITIONAL INFORMATION.

GENERAL

1 / MX — DETAIL SYMBOL.
TOP SHOWS TAG,
BOTTOM SHOWS DETAIL SHEET.

1 / MX — SECTION CUT SYMBOL.
TOP SHOWS TAG,
BOTTOM SHOWS SECTION SHEET.

POINT OF CONNECTION TO EXISTING

POINT OF DISCONNECTION FROM EXISTING

CONTROLS

T X — THERMOSTAT, "X" INDICATES UNIT SERVED

S X — DDC TEMPERATURE SENSOR, "X" INDICATES UNIT SERVED

CONTROLS

MANUAL VOLUME DAMPER

FIRE DAMPER

SD — DUCT MOUNTED SMOKE DETECTOR

DUCTWORK

RECTANGULAR DUCT SECTION (SUPPLY, RETURN, EXHAUST)

ROUND DUCT SECTION (SUPPLY, RETURN, EXHAUST)

SMOOTH RADIUS ROUND ELBOW FOR ROUND DUCT
SMOOTH RADIUS ELBOW FOR RECTANGULAR DUCT (RADIUS = 1.5D)

DUCT TRANSITION (15 DEGREE TYPICAL, 30 DEGREE MAXIMUM)

DUCT TRANSITION RECTANGULAR TO ROUND

RECTANGULAR BRANCH DUCT CONNECTION WITH 45° ENTRY AND MANUAL VOLUME DAMPER

ROUND BRANCH DUCT CONNECTION FROM RECTANGULAR DUCT WITH SPIN–IN FITTING (NO SCOOP), BUTTERFLY DAMPER AND DAMPER QUADRANT WITH 2 INCH STANDOFF

DUCTWORK

WxH — RECTANGULAR DUCT (WIDTH x HEIGHT)

X"ø — ROUND DUCT (DIAMETER OF DUCT)

INSULATED FLEXIBLE ROUND DUCT (SAME SIZE AS DIFFUSER INLET UNLESS INDICATED OTHERWISE)

ABBREVIATIONS

AC	AIR CONDITIONING UNIT	MAX	MAXIMUM
AFF	ABOVE FINISHED FLOOR	MBH	THOUSAND BTU'S PER HOUR
AHU	AIR HANDLING UNIT	MIN	MINIMUM
BLDG	BUILDING	NTS	NOT TO SCALE
BTU	BRITISH THERMAL UNIT	OA	OUTSIDE AIR
BTUH	BRITISH THERMAL UNIT PER HOUR		
CFM	CUBIC FEET PER MINUTE	PSI	POUNDS PER SQUARE INCH
CU	CONDENSING UNIT	R OR RA	RETURN AIR
D OR DIA	DIAMETER	RH	RELATIVE HUMIDITY
DB	DRY BULB TEMPERATURE	RPM	REVOLUTIONS PER MINUTE
DDC	DIRECT DIGITAL CONTROL	RTU	ROOFTOP UNIT
DG	DOOR GRILLE (12" X 12" MIN.)	S OR SA	SUPPLY
DOAS	DEDICATED OUTDOOR AIR SYSTEM	SD	SMOKE DETECTOR
DS	DUCTLESS SPLIT SYSTEM	SF	SQUARE FEET
DWG	DRAWING	SP	STATIC PRESSURE
E OR EA	EXHAUST AIR	TAB	TEST AND BALANCE
EAT	ENTERING AIR TEMPERATURE	TEMP	TEMPERATURE
EF	EXHAUST FAN	TSP	TOTAL STATIC PRESSURE
EQUIP	EQUIPMENT	TSTAT	THERMOSTAT
ERU	ENERGY RECOVERY UNIT	TU	TERMINAL UNIT
ESP	EXTERNAL STATIC PRESSURE	TYP	TYPICAL
EXIST	EXISTING	UC	UNDERCUT DOOR (1" MIN.)
FCU	FAN COIL UNIT	UH	UNIT HEATER
FD	FIRE DAMPER	VRF	VARIABLE REFRIGERANT FLOW
HP	HEAT PUMP	VRV	VARIABLE REFRIGERANT VOLUME
KW	KILOWATT	WB	WET BULB TEMPERATURE
LAT	LEAVING AIR TEMPERATURE	WG	WATER GAUGE

MECHANICAL SPECIFICATIONS

PART 1 - GENERAL

GENERAL CONDITIONS AND PROCEDURES

1. APPLY FOR, OBTAIN, AND PAY FOR ALL REQUIRED PERMITS AND INSPECTION CERTIFICATES.

2. ALL MATERIALS AND EQUIPMENT SHALL BE NEW UNLESS OTHERWISE INDICATED.

3. VISIT THE SITE AND THOROUGHLY INSPECT CONDITIONS AFFECTING THE WORK BEFORE SUBMITTING BID. ASSUME RESPONSIBILITY FOR MEETING ALL EXISTING CONDITIONS INCLUDING ACCESS AND WORK SPACE LIMITATIONS.

4. PRIOR TO ORDERING OR FABRICATING ANY EQUIPMENT OR DUCT SYSTEMS, THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CLEARANCES AND SHALL REPORT ANY DISCREPANCIES OR CONFLICTS BETWEEN THE DRAWINGS AND FIELD CONDITIONS TO THE ENGINEER.

5. FURNISH DETAILED INFORMATION TO THE ELECTRICAL CONTRACTOR ON POWER WIRING REQUIREMENTS FOR ALL MECHANICAL EQUIPMENT ACTUALLY PURCHASED AS SOON AS PRACTICAL.

6. COORDINATE LOCATION OF EQUIPMENT, PIPING, AND DUCT WORK WITH OTHER TRADES TO MAINTAIN CLEARANCE FOR EQUIPMENT MAINTENANCE, PREVENT INTERFERENCE WITH DUCT AND PIPING RUNS, AND TO PREVENT DUCTS AND PIPING FROM BEING INSTALLED OVER ELECTRICAL PANELS.

7. SUBMIT SHOP DRAWINGS OR CATALOG DATA FOR ENGINEERS APPROVAL BEFORE PURCHASING OR INSTALLING ITEMS. SUBMIT SHOP DRAWINGS FOR MOUNTING DETAILS OF EQUIPMENT UPON REQUEST.

8. SUBMIT TO THE OWNER ONE COMPLETE SET OF CATALOG DATA FOR EACH MANUFACTURED ITEM OF EQUIPMENT USED IN THE MECHANICAL WORK. IT IS THE INTENT OF THIS CATALOG, OPERATION AND MAINTENANCE DATA TO PROVIDE THE OWNER WITH COMPLETE INSTRUCTIONS ON THE PROPER OPERATION, USE, MAINTENANCE, AND THE SOURCE OF REPLACEMENT PARTS AND SERVICE.

9. SECURELY ATTACH MANUFACTURERS NAMEPLATE TO ALL EQUIPMENT INDICATING MAKE, MODEL, SERIAL NUMBER AND ELECTRICAL CHARACTERISTICS WITH ENGRAVED PHENOLIC LABELS, SCREW ATTACHED TO UNIT. ALSO ATTACH PERMANENT TAGS IDENTIFYING EACH MAJOR HVAC COMPONENT (I.E. AIR HANDLERS, CONDENSING UNITS, ROOFTOP UNITS, PUMPS, EXHAUST FANS, ETC.) BY THE TAG ASSIGNED ON THE DRAWINGS.

10. PROVIDE ALL BELTS, COUPLINGS, WHEELS, FAN BLADES AND OTHER MOVING PARTS OF MACHINERY WITH REMOVABLE METAL GUARDS.

11. THOROUGHLY REVIEW ARCHITECTURAL PLANS AND PROVIDE FIRESTOPPING APPROVED BY THE AHJ AT PENETRATION OF EVERY FIRE RATED WALL, FLOOR OR CEILING SYSTEM.

12. INSTRUCT OWNER'S OPERATING PERSONNEL IN OPERATION, ADJUSTMENT AND MAINTENANCE PROCEDURES OF SYSTEM COMPONENTS.

13. AT THE COMPLETION OF THE JOB, DELIVER REDLINED DRAWINGS TO THE ARCHITECT/ENGINEER OF ANY CHANGES MADE TO THESE CONSTRUCTION DRAWINGS FOR A PERMANENT RECORD OF THE EXACT LOCATION OF ALL EQUIPMENT, PIPE RUNS, ETC., AS INSTALLED.

CODES, STANDARDS AND GENERAL PERFORMANCE CRITERIA

1. ALL MATERIALS AND CONSTRUCTION SHALL COMPLY WITH THE FLORIDA BUILDING CODE, THE FLORIDA MECHANICAL CODE, THE FLORIDA FIRE PREVENTION CODE, THE FLORIDA ENERGY CONSERVATION CODE, AND THE FLORIDA ACCESSIBILITY CODE AS APPLICABLE.

2. SPECIFIC REFERENCE IN THE CONSTRUCTION TO ANY ARTICLE, DEVICE, PRODUCT, MATERIAL, FIXTURE OR TYPE OF CONSTRUCTION, ETC., BY PROPRIETARY NAME, MAKE OR CATALOG NUMBER SHALL BE INTERPRETED AS ESTABLISHING A STANDARD OF QUALITY. ALTERNATE MANUFACTURER SHALL BE EQUAL WITH RESPECT TO MATERIALS, LISTED STANDARDS, CONFIGURATION, SIZE AND PERFORMANCE.

3. MANUFACTURER QUALIFICATIONS: COMPANY SPECIALIZING IN THE MANUFACTURING OF PRODUCTS SPECIFIED IN THESE CONSTRUCTION DOCUMENTS SHALL HAVE NOT LESS THAN THREE YEARS OF DOCUMENTED EXPERIENCE.

4. INSTALLING CONTRACTOR SHALL HAVE NOT LESS THAN 5 YEARS OF EXPERIENCE WITH CONSTRUCTION OF THE TYPES OF EQUIPMENT, MATERIALS AND SYSTEMS INDICATED IN THESE CONSTRUCTION DOCUMENTS.

5. PRODUCTS REQUIRING ELECTRICAL CONNECTION SHALL BE LISTED AND CLASSIFIED BY UL AS SUITABLE FOR THE PURPOSE SPECIFIED AND INSTALLED LOCATIONS.

6. ALL PERMANENTLY WIRED POLYPHASE MOTORS 1 HP OR MORE SHALL BE CLASSIFIED UNDER THE NATIONAL ELECTRIC MANUFACTURER'S ASSOCIATIONS STANDARD AS "ENERGY EFFICIENT".

7. PROVIDE ONE YEAR WRITTEN WARRANTIES FOR LABOR AND ALL MAJOR EQUIPMENT ITEMS, INCLUDING HVAC UNITS AND FANS. PROVIDE FIVE YEAR MANUFACTURER WARRANTY FOR REFRIGERATION COMPRESSORS AGAINST DEFECTS IN MATERIALS AND WORKMANSHIP.

DIMENSIONS ON THIS DRAWING ARE TO BE READ AS PLUS OR MINUS AND SHALL BE FIELD VERIFIED BY THE GENERAL CONTRACTOR PRIOR TO CONSTRUCTION

DATE
31 AUGUST 2026

FILE NUMBER
2635601

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MECHANICAL SPECIFICATIONS

PART 2 - PRODUCTS

DUCTWORK

1. ALL MATERIALS AND ADHESIVES SHALL HAVE A FLAME SPREAD/SMOKE DEVELOPED RATING OF 25/50 IN ACCORDANCE WITH ASTM E 84 OR UL 723. CONSTRUCT DUCTWORK TO THE REQUIREMENTS OF THE LATEST FLORIDA MECHANICAL CODE.

2. COMFORT HEATING AND COOLING SYSTEMS, GENERAL SUPPLY AND RETURN SHALL BE ONE OF THE FOLLOWING:
   1. GALVANIZED STEEL, 1 INCH W.G. PRESSURE CLASS, CLASS A DUCT SEALING.

3. GENERAL EXHAUST SYSTEMS SHALL BE GALVANIZED STEEL, 1 INCH W.G. PRESSURE CLASS. DUCT SEALING: CLASS A.

4. GENERAL OUTSIDE AIR INTAKE SHALL BE GALVANIZED STEEL, 1 INCH W.G. PRESSURE CLASS, CLASS A DUCT SEALING.

5. GALVANIZED STEEL DUCTS SHALL BE HOT–DIPPED GALVANIZED STEEL SHEET, ASTM A 653/A 653M FS TYPE B, WITH G60/Z180 COATING, LOCK FORMING QUALITY.

6. PRESSURE SENSITIVE TAPE SHALL HAVE ACRYLIC BASED ADHESIVE AND SHALL COMPLY WITH UL 181A.

7. INTEGRAL DAMPERS AT TAKEOFF FITTINGS SHALL BE CONSTRUCTED WITH 2" DAMPER STANDOFF HANDLE TO ALLOW CLEARANCE FOR EXTERNAL INSULATION, LOCKING NUT AND NYLON GROMMETS INSTALLED AT SLEEVE PENETRATION. MANUAL VOLUME DAMPERS SHALL MEET STANDARD LEAKAGE RATING, WITH LINKAGE OUTSIDE OF AIRSTREAM, RATED FOR DUCT PRESSURE CLASS INDICATED, AND SHALL BE SUITABLE FOR VERTICAL OR HORIZONTAL ORIENTATION AS INDICATED ON PLANS, SINGLE BLADE DAMPERS SHALL BE CONSTRUCTED FROM GALVANIZED STEEL, 22 GAUGE MINIMUM THICKNESS.

8. ACOUSTICAL FLEXIBLE DUCTS: UL 181, CLASS 1, ALUMINUM LAMINATE AND POLYESTER FILM WITH LATEX ADHESIVE SUPPORTED BY HELICALLY WOUND SPRING STEEL WIRE.
   A. FIBERGLASS INSULATION WITH POLYETHYLENE VAPOR BARRIER FILM. INSULATE TO VALUES INDICATED UNDER HVAC INSULATION SECTION.
   B. PRESSURE RATING: 10 INCHES WG POSITIVE AND 1.0 INCHES WG NEGATIVE.
   C. TEMPERATURE RANGE: 40 TO 210 DEGREES F.

DUCT INSULATION

1. ALL MATERIALS AND ADHESIVES SHALL HAVE A FLAME SPREAD/SMOKE DEVELOPED RATING OF 25/50 IN ACCORDANCE WITH ASTM E 84 OR UL 723.

2. FLEXIBLE GLASS FIBER INSULATION SHALL MEET THE FOLLOWING:
   A. INSULATION: ASTM C553; FLEXIBLE, NONCOMBUSTIBLE BLANKET.
      MAXIMUM 'K' VALUE: 0.27 AT 75 DEGREES F, WHEN TESTED IN ACCORDANCE WITH ASTM C518.
      SERVICE TEMPERATURE: 40 TO 250 DEGREES F.
      MAXIMUM WATER VAPOR SORPTION: 5.0 PERCENT BY WEIGHT.
      MAXIMUM WATER VAPOR PERMEANCE: 0.02 PERMS
   B. VAPOR BARRIER JACKET:
      KRAFT PAPER WITH GLASS FIBER YARN AND BONDED TO ALUMINIZED FILM.
      MOISTURE VAPOR TRANSMISSION: ASTM E 96; 0.05 PERM.

3. DUCT AND PLENUM LINER, GLASS FIBER INSULATION: INCOMBUSTIBLE GLASS FIBER COMPLYING WITH NFPA 90A & 90B, ASTM C 1071; RIGID BOARD, CLEANABLE.
   A. MAXIMUM THERMAL CONDUCTIVITY: 0.27 AT 75 DEGREES F.
   B. SERVICE TEMPERATURE: 40 TO 250 DEGREES F.
   C. FUNGI RESISTANCE: NO GROWTH PER ASTM C 1338 & G 21.

4. APPLICATION SCHEDULE:
   A. SUPPLY AND RETURN: INSULATE METAL DUCTWORK USING 2" EXTERNAL DUCTWRAP WITH VAPOR BARRIER, 1.0 PCF (R–6.0 MINIMUM).
   B. OUTSIDE AIR INTAKE DUCTS (CONCEALED): INSULATE LOCATIONS WITHIN THE BUILDING INSULATION USING 1–1/2" EXTERNAL DUCT WRAP WITH VAPOR BARRIER, 1.0 PCF (R 4.5 MINIMUM).
   C. GENERAL EXHAUST (CONCEALED): INSULATE EXHAUST DUCTWORK USING 1–1/2" EXTERNAL DUCT WRAP WITH VAPOR BARRIER, 1.0 PCF (R–4.5 MINIMUM).
   D. PLENUM LINER: INSULATE INTERIOR OF RETURN AIR PLENUM BOXES (TYPICAL FOR HEAT PUMP AHU'S) USING DUCT AND PLENUM LINER. 1–1/2", 3.0 PCF, (R–6.5 MINIMUM).

SPLIT SYSTEM COOLING AND HEATING EQUIPMENT

1. ACCEPTABLE MANUFACTURERS OF DUCTED SPLIT SYSTEMS ARE TRANE, CARRIER, LENNOX AND DAIKIN. ACCEPTABLE MANUFACTURERS OF DUCTLESS SPLIT SYSTEMS ARE DAIKIN, MITSUBISHI AND LG. ACCEPTABILITY IS BASED ON FULL COMPLIANCE WITH EQUIPMENT SCHEDULES.

2. PROVIDE FACTORY BUILT EQUIPMENT LISTED AND LABELED AS CONFORMING TO UL 1995. OUTDOOR UNITS SHALL BE LISTED AND LABELED AS SUITABLE FOR OUTDOOR USE. REFRIGERANT SHALL BE R32 OR R–454B.

3. FACTORY BUILT EQUIPMENT SHALL COMPLY WITH ASHRAE STD 15, AS MODIFIED BY THE INTERNATIONAL MECHANICAL CODE, LATEST EDITION. ALL REFRIGERANT COMPONENTS SHALL BE FACTORY PRESSURE AND LEAK TESTED TO NOT LESS THAN THE DESIGN PRESSURE FOR WHICH THEY ARE RATED, OR IN ACCORDANCE WITH THE EQUIPMENT LISTINGS, WHICHEVER IS GREATER.

4. CAPACITIES AND EFFICIENCIES SHALL RATINGS SHALL BE PER AHRI 210/240 FOR UNITS SYSTEMS WITH A COOLING CAPACITY OF LESS THAN 65,000 BTU/HR. CAPACITIES AND EFFICIENCIES SHALL RATINGS SHALL BE PER AHRI 340/360 FOR UNITS WITH A COOLING CAPACITY OF GREATER THAN OR EQUAL TO 65,000 BTU/HR.

5. EFFICIENCY RATINGS SHALL BE AS SCHEDULED, BUT NOT LESS THAN PRESCRIBED BY THE FLORIDA ENERGY CONSERVATION CODE, LATEST EDITION.

6. AIR HANDLING UNITS SHALL BE FACTORY FABRICATED WITH R–4.2 INSULATED CABINETS, FILTER SECTION, DIRECT EXPANSION COIL, BLOWER, AND ELECTRIC HEAT WHERE SCHEDULED ON DRAWINGS. UNITS SHALL PROVIDE PERFORMANCE AND CAPACITIES SCHEDULED WHEN POSITIONED IN CONFIGURATIONS SHOWN ON DRAWINGS. UNITS SHALL HAVE INTEGRAL PRIMARY CONDENSATE PAN WITH PRIMARY AND SECONDARY DRAIN CONNECTIONS. UNITS SHALL BE PROVIDED WITH FACTORY INSTALLED REFRIGERANT LEAK DETECTION SYSTEMS. PROVIDE VARIABLE SPEED AIR HANDLERS AS SCHEDULED ON PLANS.

7. OUTDOOR UNITS SHALL BE SELF–CONTAINED, PACKAGED, FACTORY ASSEMBLED AND PRE–WIRED UNITS SUITABLE FOR OUTDOOR USE CONSISTING OF CABINET, COMPRESSOR(S), CONDENSING COIL AND FAN(S), INTEGRAL SUB–COOLING COIL, CONTROLS, LIQUID RECEIVER, AND CHARGING VALVES. HEAT PUMPS SHALL HAVE REVERSING VALVES.HOUSE COMPONENTS IN WELDED STEEL FRAME WITH GALVANIZED STEEL PANELS, WEATHER RESISTANT, BAKED ENAMEL FINISH. SURFACES SHALL BE SATISFACTORILY TESTED TO A 500 HOUR SALT SPRAY TEST PER ASTM B117. PROVIDE ADDITIONAL SEACOAST CORROSION PROTECTION PACKAGE WHERE SCHEDULED.

8. COILS, REFRIGERANT COILS: ALUMINUM COIL OR ALUMINUM FINS BONDED TO COPPER TUBE, FACTORY AND PRESSURE AND LEAK TESTED.

9. PROVIDE PROGRAMMABLE ACCESSORY THERMOSTAT MEETING ENERGY APPLICABLE CODE REQUIREMENTS. THERMOSTAT SHALL BE COMPATIBLE WITH EQUIPMENT SELECTED AND SHALL BE CAPABLE OF PERFORMING CONTROL FUNCTIONS INDICATED. MATCH NUMBER OF STAGES OF HEATING AND COOLING AS INDICATED ON EQUIPMENT SCHEDULES. PROVIDE MANUFACTURER'S RECOMMENDED THERMOSTATS CAPABLE OF OPTIMIZING MULTISTAGE COMPRESSORS AND VARIABLE SPEED AIR HANDLERS FOR HUMIDITY CONTROL WHERE SCHEDULED ON PLANS.

10. DUCTLESS SPLIT SYSTEMS SHALL HAVE LOW AMBIENT COOLING.

PIPING AND PIPE INSULATION:

1. REFRIGERANT PIPING SHALL BE ACR COPPER TUBING COMPLYING WITH ASTM B280. CONDENSATE PIPING SHALL BE INSULATED COPPER OR SCHEDULE 40 PVC.

2. INSULATION SHALL BE ELASTOMERIC ASTM E–84, ARMAFLEX OR EQUAL. INSULATE REFRIGERANT PIPING TO R VALUES REQUIRED BY APPLICABLE ENERGY CODE. INSULATE INDOOR PORTIONS OF CONDENSATE PIPING TO PREVENT CONDENSATION.

GRILLES, DIFFUSERS AND REGISTERS

1. ALL DEVICES SHALL BE TESTED AND RATED FOR AIR OUTLET AND INLET PERFORMANCE IN ACCORDANCE WITH ASHRAE STD 70. ACCEPTABLE MANUFACTURER'S INCLUDE PRICE INDUSTRIES, TITUS, TUTTLE AND BAILEY AND NAILOR.

2. ALL DEVICES SHALL BE FACTORY FURNISHED DEVICES OF ALUMINUM CONSTRUCTION. EXTERIOR AND EXPOSED EDGES SHALL BE ROLLED, OR OTHERWISE STIFFENED OR ROUNDED. COLOR SHALL BE WHITE UNLESS OTHERWISE INDICATED.

3. THE BACKS OF DIFFUSERS SHALL BE FACTORY INSULATED WITH FIBERGLASS BLANKET WRAP AND SCRIM KRAFT VAPOR BARRIER TO AN INSTALLED VALUE OF R–6. PROVIDE ADDITIONAL FIELD INSTALLED INSULATION IF REQUIRED TO MEET R–6.

FANS

1. FANS SHALL BE AMCA RATED FOR THE SCHEDULED AIRFLOW PERFORMANCE AND SOUND LEVELS,. FANS SHALL BE UL LISTED FOR USE IN THE INSTALLED LOCATIONS.

2. WALL AND ROOF EXHAUSTERS SHALL HAVE SPUN ALUMINUM HOUSING, BACKWARD INCLINED FAN WHEELS, INTEGRAL DISCONNECT, BIRDSCREEN, UL 705 LISTING, AND SHALL MEET MIAMI–DADE WIND RATING. PROVIDE MANUFACTURER'S RECOMMENDED ROOF CURB AND CAP FOR ROOF EXHAUSTERS.

3. ACCESSORY SPEED CONTROLLERS SHALL BE LOW VOLTAGE TYPE.

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DATE
31 AUGUST 2026

FILE NUMBER
2635601

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MECHANICAL SPECIFICATIONS

PART 3 - EXECUTION

GENERAL

1. INSTALL ALL EQUIPMENT AND MATERIALS IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS AND IN COMPLIANCE WITH LOCAL CODES AND ORDINANCES.

DUCTWORK, ACCESSORIES AND INSULATION

1. SUBMIT FORMAL SHOP DRAWINGS TO ENGINEER SHOWING SIGNIFICANT DEVIATIONS TO AIR DISTRIBUTION SYSTEMS FROM DRAWINGS.

2. FABRICATE AND SUPPORT IN ACCORDANCE WITH SMACNA HVAC DUCT CONSTRUCTION STANDARDS – METAL AND FLEXIBLE. SELECT SHEET METAL GAGES, DUCT DIMENSIONS AND REINFORCEMENT SPACING BASED ON THE PRESSURE CLASS SPECIFIED AS SET FORTH IN THE STANDARD.

3. CLASS A SEALING SHALL HAVE ALL TRANSVERSE JOINTS, LONGITUDINAL SEAMS AND DUCT WALL PENETRATIONS SEALED. SEALING FOR SYSTEMS WITH A PRESSURE CLASS OF 1 INCH W.G. OR LESS MAY BE ACCOMPLISHED WITH PRESSURE SENSITIVE TAPE WHERE ALLOWED BY LOCAL ENERGY CODES.

4. BEFORE INSTALLING DUCTWORK, WIPE DUCTWORK TO A VISIBLY CLEAN CONDITION. DURING THE DURATION OF CONSTRUCTION, MAINTAIN THE INTEGRITY OF ALL TEMPORARY CLOSURES UNTIL AIR SYSTEMS ARE ACTIVATED.

5. FOLLOWING COMPLETION OF CONSTRUCTION AND PRIOR TO TESTING AND BALANCING THE SYSTEM, PROVIDE NEW AIR FILTERS AS SPECIFIED FOR THE EQUIPMENT.

6. PRIOR TO INSTALLATION OF EXTERNAL DUCTWORK INSULATION, ALL DUCTWORK SHALL BE INSPECTED FOR VISIBLE AND AUDIBLE SIGNS OF LEAKAGE.

7. CONSTRUCT ELBOWS, TEES, AND OFFSETS WITH TURNING VANES SHALL BE SINGLE OR DOUBLE THICKNESS WITH 24 GAUGE RAILS AND HOLLOW VANES FABRICATED/MANUFACTURED IN ACCORDANCE WITH SMACNA DUCT CONSTRUCTION STANDARDS. CONSTRUCT TEES, BENDS, AND ELBOWS WITH RADIUS OF NOT LESS THAN 1–1/2 TIMES WIDTH OF DUCT ON CENTERLINE IN ACCORDANCE WITH SMACNA DUCT CONSTRUCTION STANDARDS. RADIUS FITTINGS DO NOT REQUIRE TURNING VANES UNLESS SPECIFICALLY INDICATED OTHERWISE.

8. ROUND BRANCH ENTRY FITTINGS MOUNTED TO RECTANGULAR MAINS SHALL BE RATED FOR 1" PRESSURE CLASS AND LESS SHALL BE STRAIGHT TAKEOFF SPIN–IN FITTINGS WITH CONTINUOUS WELD ROUND DUCT COLLAR, WITHOUT SCOOP.

9. PRIOR TO BIDDING, REVIEW LATEST ARCHITECTURAL PLANS FOR FINAL COORDINATION ON LOCATIONS OF FIRE RATED WALLS. CONTACT ENGINEER IF RATED WALLS ARE ENCOUNTERED FOR FURTHER DIRECTIONS.

10. ENSURE EXHAUST OUTLETS ARE LOCATED AT LEAST 10' AWAY FROM AIR INTAKES. ADJUST LOCATION OF OUTLET AS NECESSARY TO MAINTAIN THIS SEPARATION.

11. PAINT DUCTWORK VISIBLE BEHIND AIR OUTLETS AND INLETS MATTE BLACK.

12. ALL PENETRATIONS, JOINTS, SEAMS AND DAMAGE TO THE FACING OF INSULATION SHOULD BE SEALED WITH TWO COATS OF GLASS FABRIC AND MASTIC PRIOR TO SYSTEM STARTUP.

13. PROVIDE BIRD SCREEN ON ALL INLETS AND OUTLETS.

SPLIT SYSTEM INSTALLATION REQUIREMENTS

1. FLOOR MOUNTED AIR HANDLER SUPPORTS: PROVIDE A PRE–MANUFACTURED SUPPORT FRAME ACCESSORY IN CONFIGURATION AS DETAILED ON PLANS. EQUIPMENT SUPPORTS SHALL BE SIZED AND DESIGNED TO SUPPORT THE EQUIPMENT AND SHALL BE FABRICATED FROM GALVANIZED STEEL OR ALUMINUM. SUPPORTS SHALL BE RATED FOR OPERATIONAL WEIGHT OF AIR HANDLER AND ACCESSORIES.

2. OVERHEAD AIR HANDLER SUPPORTS: PROVIDE STEEL SUPPORT SYSTEM INCLUDING ANGLE AND THREADED RODS. USE DOUBLE NUT FASTENERS AND ATTACHMENT HARDWARE COMPATIBLE WITH OVERHEAD STRUCTURE. SUPPORTS SHALL BE RATED FOR OPERATIONAL WEIGHT OF AIR HANDLER AND ACCESSORIES.

3. PROVIDE CONCRETE PADS AS DETAILED ON PLANS FOR NON–FLOOD PLAIN AREAS.

4. FLOW DRY NITROGEN THROUGH PIPING DURING BRAZING OPERATIONS TO PREVENT COPPER OXIDATION AND SCALING.

5. PRESSURE TEST THE ENTIRE REFRIGERANT CIRCUIT AS RECOMMENDED BY EQUIPMENT MANUFACTURER. MINIMUM PRESSURES FOR TESTING SHALL BE THOSE LISTED ON THE CONDENSING UNIT, COMPRESSOR OR COMPRESSOR NAMEPLATE, AS REQUIRED BY ASHRAE STD 15.

6. AFTER COMPLETION OF LEAK TESTING, EVACUATE AND CHARGE THE SYSTEM UTILIZING A PROCEDURE APPROVED BY AIR CONDITIONING UNIT'S MANUFACTURER.

7. INSTALL AND SIZE REFRIGERANT PIPING AND ACCESSORIES IN ACCORDANCE WITH AIR CONDITIONING EQUIPMENT MANUFACTURER'S RECOMMENDATIONS FOR CAPACITY, LENGTH OF RUN AND LIFT REQUIRED.

8. MOUNT THERMOSTATS AND OTHER CONTROL DEVICES ACCESSIBLE TO THE PUBLIC TO MEET ADA CONSIDERATIONS, GENERALLY WITH THE TOP OF THE OPERABLE DEVICE AT 44" TO 46" ABOVE FINISHED FLOOR. MAINTAIN A 30" X 48" CLEAR FLOOR SPACE FOR APPROACH ACCESS TO THE CONTROL ELEMENT (EITHER PARALLEL OR FORWARD APPROACH).

9. MAINTAIN FULL CLEARANCES AS RECOMMENDED BY MANUFACTURER FOR ALL EQUIPMENT. COORDINATE FINAL LOCATION OF ANY SCREEN WALLS WITH GENERAL CONTRACTOR..

TESTING, ADJUSTMENT, AND BALANCING OF HVAC SYSTEMS

1. TAB AGENCY QUALIFICATIONS: MINIMUM THREE YEARS DOCUMENTED EXPERIENCE. TAB AGENCY SHALL MEET ALL LICENSING REQUIREMENTS SET FORTH IN LOCAL CODES AND ORDINANCES, AS APPLICABLE. CALIBRATION DATES OF ALL TAB INSTRUMENTS SHALL BE WITHIN ONE YEAR OF DATE OF USE.

2. PERFORM TOTAL SYSTEM BALANCE IN ACCORDANCE WITH AABC MN–1, ASHRAE STD 111, OR NEBB PROCEDURAL STANDARDS FOR TESTING, BALANCING AND ADJUSTING OF ENVIRONMENTAL SYSTEMS. SUBMIT FINAL TAB TO ENGINEER TO REVIEW. UNLESS OTHERWISE INDICATED, TEST AND BALANCE ACTIVITIES SHALL APPLY TO ALL OPERATING EQUIPMENT AS SCHEDULED ON THE PLANS.

3. TEST AND BALANCE SYSTEM LEVEL AND OUTLET LEVEL AIRFLOWS. RECORD ENTERING LEAVING AIR TEMPERATURES ON ALL HEAT TRANSFER COILS. RECORD MAKE/MODEL/SERIAL NUMBER ON ALL EQUIPMENT AND RECORD ALL ELECTRICAL NAMEPLATE DATA AND NOTED AMPS. MEASURE AND RECORD THE FINAL OPERATING CONDITION OF HVAC SYSTEMS.

4. ADJUST SYSTEM LEVEL AIRFLOWS TO WITHIN PLUS OR MINUS 10 PERCENT OF DESIGN FOR SUPPLY, OUTSIDE AIR AND EXHAUST SYSTEM. INDEPENDENTLY MEASURE AND RECORD SYSTEM RETURN AIR. ADJUST OUTLETS AND INLETS IN SPACE TO WITHIN PLUS OR MINUS 10 PERCENT OF DESIGN.

5. BID THE PROJECT TO ACCOMMODATE A RECHECK POINTS OR AREAS (UP TO 20%) AFTER BUILDING OCCUPATION, AS SELECTED AND WITNESSED BY THE ENGINEER, AT NO ADDITIONAL COST.

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DATE
31 AUGUST 2026

FILE NUMBER
2635601

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NEW FIRE STATION for
The CITY OF CRESCENT CITY
500 JUNCTION ROAD
CRESCENT CITY, FL 32112

SHEET TITLE
MECHANICAL SPECIFICATIONS

DRAWN BY JCB
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DESIGN CONDITIONS

ROOM DESCRIPTION	INDOOR			OUTDOOR		
	COOLING		HEATING	SUMMER		WINTER
	°F DB	%RH	°F DB	°F DB	°F WB	°F DB
CONDITIONED SPACES	75	50	70	95	78	32
APPARATUS BAY	N/A	N/A	65	N/A	N/A	32

INDOOR DESIGN TOLERANCES: TEMPERATURE (+/- 2°F) HUMIDITY (+10%, NO LOWER LIMIT)

REFRIGERANT CHARGE COMPLIANCE TABLE

SYSTEM TAG	REFRIGERANT TYPE	REFRIGERANT FLAMIBILITY CLASS	$M_S \approx M_{REL}$ (lbs)	$M_S \leq 4.0$LBS (YES/NO)	$M_S \leq 6.6$LBS (YES/NO)	SYSTEM IS WITHIN PUBLIC CORRIDOR (YES/NO)	$EDVC_{(ALLOWABLE)}$	V_{EFF} (FT^3)	LFL	CF	F_{OCC}	$M_{REL} < EDVC_{(ALLOWABLE)}$ (YES/NO)
AHU-1/CU-1	R-454B	A2L	0.0	YES	YES	YES / NO	0.0	0	0.0185	0.5	1.0	N/A
AHU-2/CU-2	R-454B	A2L	0.0	YES	YES	YES / NO	0.0	0	0.0185	0.5	1.0	N/A
DS-1/ODU-1	R-454B	A2L	0.0	YES	YES	YES / NO	0.0	0	0.0185	0.5	1.0	N/A
DS-2/ODU-2	R-454B	A2L	0.0	YES	YES	YES / NO	0.0	0	0.0185	0.5	1.0	N/A
DS-3/ODU-3	R-454B	A2L	0.0	YES	YES	YES / NO	0.0	0	0.0185	0.5	1.0	N/A
DS-4/ODU-4	R-454B	A2L	0.0	YES	YES	YES / NO	0.0	0	0.0185	0.5	1.0	N/A

NOTES:

1. INFORMATION REPRESENTED IN THIS TABLE IS INTENDED TO DEMONSTRATE COMPLIANCE WITH ASHRAE STANDARDS 15 & 34 AND THE MOST CURRENT EDITION OF IMC.
2. THIS TABLE DOES NOT APPLY TO MULTI-ZONE VRF SYSTEMS.
3. M_{REL} MUST BE LESS THAN $EDVC_{(ALLOWABLE)}$ TO COMPLY WITH ASHRAE STD 15 AND THE IMC.
4. IF M_{REL} IS LESS THAN OR EQUAL TO 4.0LBS, THEN LEAK DETECTION AND MITIGATION REQUIREMENTS DO NOT APPLY.
5. IF M_{REL} IS LESS THAN OR EQUAL TO 6.6LBS, THEN SYSTEM IS IN COMPLIANCE ACCORDING TO ASHRAE 15, FIGURE 7.1.
6. THIS TABLE IS DESIGN TO DEMONSTRATE COMPLIANCE WITH DUCTED HVAC SYSTEMS CONTAINING A SINGLE DIRECT EXPANSION COIL.

LEGEND:

EDVC EFFECTIVE DISPERSAL VOLUME CHARGE
M_S TOTAL SYSTEM REFRIGERANT CHARGE
M_{REL} RELEASABLE REFRIGERANT CHARGE
LFL LOWER FLAMMABILITY LIMIT FROM ASHRAE STD 34, TABLE 4-2
CF CONCENTRATION FACTOR
F_{OCC} OCCUPANCY ADJUSTMENT FACTOR (VALUE IS EQUAL TO 0.5 FOR INSTITUTIONAL OCCUPANCIES. ALL OTHER OCCUPANCIES , VALUE IS EQUAL TO 1.0)
V_{DEF} EFFECTIVE DISPERSAL VOLUME

FORMULAS:

$EDVC_{(ALLOWABLE)} = V_{EFF} \times LFL \times CF \times F_{OCC}$

VENTILATION RATE CALCULATIONS

SYSTEM: AHU-2

ROOM NUMBER	ROOM CLASSIFICATION	OCCUPANCY (PEOPLE)	AREA (SQ FT)	Rp CFM/PERSON	Ra CFM/FT2	OUTSIDE AIR REQUIRED (CFM)
101	DAY ROOM	5	473	5	0.06	53
110	OFFICE SPACES	1	81	5	0.06	10
111	OFFICE SPACES	1	81	5	0.06	10
124	KITCHENS (COOKING)	2	454	7.5	0.12	69

		PARTIAL:	143
DISTRIBUTION EFFECTIVENESS (Ez):	0.8	ADJUSTED:	178
		SCHEDULED:	**200**

NOTES:

1. VENTILATION CALCULATION FORMULA: Vbz = RpPz + RaAz
2. ROOM CLASSIFICATIONS AND VALUES USED IN THIS TABLE ARE REFERENCED FROM FLORIDA MECHANICAL CODE, LATEST ADOPTED EDITION.

VENTILATION RATE CALCULATIONS

SYSTEM: AHU-1

ROOM NUMBER	ROOM CLASSIFICATION	OCCUPANCY (PEOPLE)	AREA (SQ FT)	Rp CFM/PERSON	Ra CFM/FT2	OUTSIDE AIR REQUIRED (CFM)
107	DORMITORY SLEEPING AREAS	1	81	5	0.06	10
108	DORMITORY SLEEPING AREAS	1	81	5	0.06	10
109	DORMITORY SLEEPING AREAS	1	81	5	0.06	10
113	DORMITORY SLEEPING AREAS	1	81	5	0.06	10
114	DORMITORY SLEEPING AREAS	1	81	5	0.06	10
115	DORMITORY SLEEPING AREAS	1	81	5	0.06	10
116	STORAGE ROOMS	0	81	0	0.12	10

		PARTIAL:	69
DISTRIBUTION EFFECTIVENESS (Ez):	0.8	ADJUSTED:	86
		SCHEDULED:	**100**

NOTES:

1. VENTILATION CALCULATION FORMULA: Vbz = RpPz + RaAz
2. ROOM CLASSIFICATIONS AND VALUES USED IN THIS TABLE ARE REFERENCED FROM FLORIDA MECHANICAL CODE, LATEST ADOPTED EDITION.

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DUCTLESS SPLIT SYSTEM HEAT PUMP SCHEDULE

PLAN DESIGNATION	INDOOR UNIT									OUTDOOR UNIT					DESIGN BASIS		NOTES
	AIRFLOW (CFM)	OUTSIDE AIR (CFM)	ESP (IN W.G.)	COOLING DATA					HEATING DATA		PLAN DESIGNATION	AIR TEMP (F)	ELECTRICAL V/PH/HZ	MCA	MOCP	MANUF.	MODEL INDOOR/OUTDOOR	
				COIL E.A.T. DEG. F, (DB/WB)	TOTAL MAX CAPACITY (BTUH)	TOTAL MIN. CAPACITY (BTUH)	SENSIBLE CAPACITY, (BTUH)	SEER	TOTAL CAPACITY (BTUH)	HSPF								
DS-1	450	15						16		9	ODU-1	95	120/1/60			TRANE		
DS-2	450	20						16		9	ODU-2	95	120/1/60			TRANE		
DS-3	350	0						16		9	ODU-3	95	120/1/60			TRANE		
DS-4	350	0						16		9	ODU-4	95	120/1/60			TRANE		

NOTES:

1. PROVIDE SINGLE POINT POWER CONNECTION. INDOOR UNIT IS POWERED FROM OUTDOOR UNIT.
2. PROVIDE COMPRESSOR SHORT CYCLE STARTING PROTECTION.
3. REFRIGERANT PIPING SHALL BE SIZED AND INSTALLED PER THE MANUFACTURER'S RECOMMENDATIONS BASED ON DEVELOPED LENGTH OF PIPE AND CHANGE IN ELEVATION.
4. PROVIDE EQUIPMENT CAPABLE OF PART LOAD PERFORMANCE AT MINIMUM COOLING CAPACITIES INDICATED.
5. PROVIDE FACTORY CONDENSATE PUMP.
6. PROVIDE WALL MOUNTED THERMOSTAT.
7. R-32 OR R-454B REFRIGERANT.
8. PROVIDE FACTORY LEAK MITIGATION REFRIGERATION DETECTION SYSTEM. (VERIFY IF NEEDED)

SPLIT-SYSTEM HEAT PUMP SCHEDULE

TAG	SUPPLY FAN DATA					COOLING DATA						HEATING DATA						FILTER DATA		AHU ELECTRICAL DATA			OUTDOOR UNIT DATA						BASIS OF DESIGN		
	SUPPLY (CFM)	OUTSIDE (CFM)	ESP (IN-H2O)	FAN TYPE	MOTOR (HP)	CAPACITY		AIR TEMP (°F)				SEER 2	CAPACITY	AIR TEMP (°F)		AUX. HEAT		HSPF	PRE FILTER MERV RATING	FINAL FILTER MERV RATING	V/PH/HZ	MCA (AMPS)	MOCP (AMPS)	NO. OF COMP.	COMP. TYPE	COMP. STEPS	OA TEMP (°F)	MCA (AMPS)	MOCP (AMPS)	MANUF.	INDOOR UNIT MODEL NO.	OUTDOOR UNIT MODEL NO.
						TOTAL (MBH)	SENS (MBH)	ENTERING		LEAVING			TOTAL (MBH)	ENT DB	LVG DB	KW	STEPS														
								DB	WB	DB	WB																				
AHU-1 / HP-1	1,600	180	0.50	ECM		48				56	55	15.2				9	2	8.5		13	208/1/60			1	SCROLL	1	95			TRANE		
AHU-2 / HP-2	1,600	180	0.50	ECM		48				56	55	15.2				9	2	8.5		13	208/1/60			1	SCROLL	1	95			TRANE		

NOTES:

1. PROVIDE SINGLE POINT POWER CONNECTION.
2. PROVIDE COMPRESSOR SHORT CYCLE STARTING PROTECTION.
3. REFRIGERANT PIPING SHALL BE SIZED AND INSTALLED PER THE MANUFACTURER'S RECOMMENDATIONS BASED ON DEVELOPED LENGHT OF PIPE AND CHANGE IN ELEVATION.
4. PROVIDE LOW AMBIENT CONTROLS FOR COOLING DOWN TO 0 DEG. F.
5. SCHEDULED E.S.P. INCLUDES LOSSES FOR SUPPLY AND RETURN AIR DISTRIBUTION SYSTEMS ONLY. COILS, FILTERS ETC. ARE NOT INCLUDED IN E.S.P.
6. PROVIDE FACTORY STARTUP AND WARRANTY AS SPECIFIED.
7. R-454B OR R-32 REFRIGERANT.
8. PROVIDE FACTORY LEAK MITIGATION REFRIGERATION DETECTION SYSTEM.
9. PROVIDE ULTRAVIOLET DISINFECTION SYSTEM IN EACH AHU AS SPECIFIED.

FAN SCHEDULE

UNIT DESIGNATION	SERVES	AIRFLOW (CFM)	E.S.P. (IN. W.G.)	FAN RPM	BRAKE HP	MOTOR HP (WATTS)	FAN ENERGY INDEX (FEI)	DRIVE TYPE	FAN TYPE	MAXIMUM SONES	INTERLOCK/ CONTROL	ELECTRICAL (V/PH/HZ)	NOTES/ ACCESSORIES	BASIS OF DESIGN MANUFACTURER	BASIS OF DESIGN MODEL
EF-1	GEAR LOCKERS	150	0.35					DIRECT	A		4	115/1/60	1 THRU 6	GREENHECK	
EF-2	MEN'S	190	0.35					DIRECT	A		1	115/1/60	1 THRU 6	GREENHECK	
EF-3	WOMEN'S	120	0.35					DIRECT	A		1	115/1/60	1 THRU 6	GREENHECK	
EF-4	UNISEX RR	70	0.25					DIRECT	A		1	115/1/60	1 THRU 6	GREENHECK	
EF-5	APPARATUS BAY	2,900	0.3					DIRECT	C		4	208/1/60	1 THRU 6	GREENHECK	
SF-1	APPARATUS BAY	2,900	0.3					DIRECT	F		4	208/1/60	1 THRU 6	GREENHECK	
TF-1	IT ROOM	50	0.25					DIRECT	A		5	115/1/60	1 THRU 6	GREENHECK	

FAN TYPE:

A. CEILING CABINET FAN
B. CENTRIFUGAL SQUARE INLINE
C. ROOF MOUNTED DOWN BLAST
D. ROOF MOUNTED UPBLAST KITCHEN EXHAUST FAN
E. SIDEWALL PROPELLER FAN.
F. ROOF MOUNTED SQUARE INTAKE FAN.

FAN CONTROL/INTERLOCK:

1. OCCUPANCY SENSOR WITH 10 MIN OFF DELAY
2. INTERLOCK WITH ASSOCIATED AHU
3. TIME CLOCK
4. MANUAL SWITCH OR STARTER
5. LINE-VOLTAGE THERMOSTAT

NOTES/ACCESSORIES:

1. PROVIDE FACTORY DISCONNECT.
2. PROVIDE BACKDRAFT DAMPER.
3. MOTORS SHALL BE HIGH EFFICIENCY.
4. MOTORS SHALL HAVE INTERNAL OVERLOAD PROTECTION.
5. PROVIDE LOW VOLTAGE SPEED CONTROLLER OR ECM SPEED CONTROL.
6. PROVIDE WITH MANUFACTURER'S WHITE CEILING GRILLES ACCESSORY.

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AIR DISTRIBUTION DEVICE SCHEDULE

TAG	AIR DEVICE TYPE	AIR DEVICE STYLE	SIZE (INCHES)		MOUNTING FRAME	DESIGN BASIS		NOTES & ACCES.
			FACE	NECK		MANUF.	MODEL	
SA	SUPPLY AIR DIFFUSER	ARCHITECTURAL SQUARE PLAQUE	24x24	SEE PLANS	LAY-IN	PRICE	ASPD	1,2,3
SD	SUPPLY AIR DIFFUSER	ARCHITECTURAL SQUARE PLAQUE	12x12	SEE PLANS	SURFACE MOUNT	PRICE	ASPD	1,2,3,4,7
SR	SUPPLY AIR REGISTER	LOUVERED DOUBLE DEFLECTION	VARIES	SEE PLANS	SIDEWALL MOUNT	PRICE	620	1,2,4,8,9
RA	RETURN AIR GRILLE	1/2"x1/2"x1/2" ALUMINUM GRID CORE	24x24	SEE PLANS	LAY-IN	PRICE	80	1,5,6
RB	RETURN AIR GRILLE	1/2"x1/2"x1/2" ALUMINUM GRID CORE	24x24	SEE PLANS	SURFACE MOUNT	PRICE	80	1,5,6,7

NOTES AND ACCESSORIES:

1. ALL ALUMINUM CONSTRUCTION.
2. WHITE POWDER COAT FINISH.
3. FACTORY INSULATED BACKPAN.
4. INTEGRAL ALUMINUM DAMPER.
5. WHITE POWDER COAT FINISH FOR FRAME ALUMINUM POWDER COAT GRID.
6. PROVIDE NECK ADAPTER, FULL SIZE OF GRILLE, FOR DUCTED RETURN, TRANSFER AND EXHAUST APPLICATIONS.
7. COORDINATE PROPER FRAME FOR SURFACE MOUNT APPLICATION.
8. 3/4 INCH BLADE SPACING WITH FRONT BLADES PARALLEL TO SHORT DIMENSION.
9. PROVIDE SPIRAL DUCT FRAME FOR SPIRAL DUCT MOUNTED DEVICES.
9. PROVIDE SQUARE TO ROUND ADAPTERS WHERE ROUND INLET DUCTS ARE SHOWN ON MECHANICAL PLANS.
11. PROVIDE CURVED BORDER AND TWO WAY (LONG DIRECTION) THROW UNLESS INDICATED OTHERWISE.
10. PROVIDE PRICE ASP ENGINEERED INSULATED PLENUM.
11. EACH ACTIVE SECTION - 24 INCHES LONG WITH TWO - 1 INCH SLOTS AND ADJUSTABLE (ADJUSTA-SLOT) PATTERN CONTROLLER.
12. EACH ACTIVE SECTION - 48 INCHES LONG WITH TWO - 1 INCH SLOTS AND ADJUSTABLE (ADJUSTA-SLOT) PATTERN CONTROLLER.
13. RETURN SECTIONS SHALL BE PROVIDED WITH PATTERN CONTROLLERS. PATTERN CONTROLLERS SHALL BE LOCKED FULLY OPEN.
14. PROVIDE SURFACE MOUNT FRAME WITH BRACKET FOR CONEALED MOUNTING, MITERED ENDS AND MITERED CORNERS.
15. PROVIDE FACTORY ENEGINEERED ASP PLENUM, CABLE OPERATED DAMPER AND INTERNAL FIBER FREE FOAM INSULATION
16. UNUSED SECTIONS IN THE TOILET ROOMS SHALL BE BLANKED OFF AND PAINTED BLACK.
17. LINEAR SLOT TRANSFER DIFUSSERS SHALL NOT HAVE ANY PATTERN CONTROLLERS. SLOTS SHALL BE FULLY OPEN.

LOUVER SCHEDULE

MARK	SIZE W" x H"	NET FREE AREA SQ. FT. (MINIMUM.)	MAX P.D. INCHES W.G.	AIRFLOW CFM	FUNCTION	BASIS OF DESIGN	NOTES
L-1	36 X 18				INTAKE	GREENHECK	1,2,3,4,5
L-2	36 X18				INTAKE	GREENHECK	1,2,3,4,5
L-3	36 X 18				INTAKE	GREENHECK	1,2,3,4,5

NOTES/ACCESSORIES:

1. LOUVER PERFORMANCE SHALL BE AMCA CERTIFIED. LIMIT WATER PENETRATION TO 0.01 OZ. PER SQ. FT. AT SCHEDULED AIRFLOW.
2. PROVIDE BIRDSCREEN.
3. LOUVERS SHALL BE ALUMINUM WITH WEATHER RESITANT FINISH - KYNAR OR EQUAL.
4. COLOR AND STYLE PER ARCHITECT. SEE ARCHITECTURAL DRAWINGS FOR WALL PENETRATIONS MOUNTING AND OTHER DETAILS.
5. LOUVERS SHALL BE FLORIDA PRODUCT APPROVED AND AMCA 540/550 CERTIFIED.

ELECTRIC UNIT HEATER SCHEDULE

UNIT DESIGNATION	SERVES	TYPE	AIRFLOW (CFM)	CAPACITY (KW)	MOUNTING HEIGHT (FT)	ELECTRICAL (V/PH/HZ)	THOW (FT)	CONTROL	BASIS OF DESIGN MANUFACTURER	BASIS OF DESIGN MODEL
EUH-1	FIRE RISER ROOM	C	100	1.5		120/1/60	5	TSTAT	MARKEL	

NOTES/ACCESSORIES:

1. PROVIDE FACTORY DISCONNECT
2. UL LISTED; PROVIDE THERMAL OVERLOAD PROTECTION AND MANUFACTURER'S OTHER RECOMMENDED SAFETY CONTROLS AND INTERLOCKS.
3. PROVIDE UNIT HEATERS WITH SUPPORT BRACKET ACCESSORY AND ADJUSTABLE LOUVERS.
4 KW CAPACITY IS KW AT SCHEDULED VOLTAGE.
5. PROVIDE ACCESSORY THERMOSTAT. PROVIDE TRANSFORMER AS REQUIRED.

HEATER TYPES
A VERTICAL DISCHARGE UNIT HEATER
B HORIZONTAL DISCHARGE UNIT HEATER
C SURFACE MOUNTED WALL CABINET HEATER

GAS UNIT HEATER SCHEDULE

UNIT TAG	TYPE	PERFORMANCE DATA										ELECTRICAL DATA		DESIGN BASIS	
		INPUT (MBH)	OUTPUT (MBH)	AIRFLOW (CFM)	ENTERING AIR (°F)	LEAVING AIR (°F)	FUEL TYPE	OPERATING PRESSURE (IN W.G.)	MOUNTING HEIGHT (FT)	THROW (FT)	CONTROL	SERVICE V/PH/HZ	MCA	MANUF.	MODEL
GUH-1 - GUH-4	B	40.0	36.0	350.0			NAT. GAS		10	20	T-STAT	120/1/60		REZNOR	

NOTES & ACCESSORIES:
1. PROVIDE FACTORY DISCONNECT
2. UL LISTED; PROVIDE THERMAL OVERLOAD PROTECTION AND MANUFACTURER'S OTHER RECOMMENDED SAFETY CONTROLS AND INTERLOCKS.
3. PROVIDE UNIT HEATERS WITH SUPPORT BRACKET ACCESSORY AND ADJUSTABLE LOUVERS.
4. AGA LISTED.
5. PROVIDE ACCESSORY THERMOSTAT. PROVIDE TRANSFORMER AS REQUIRED.

HEATER TYPES:
A - VERTICAL UNIT HEATER
B - HORIZONTAL UNIT HEATER

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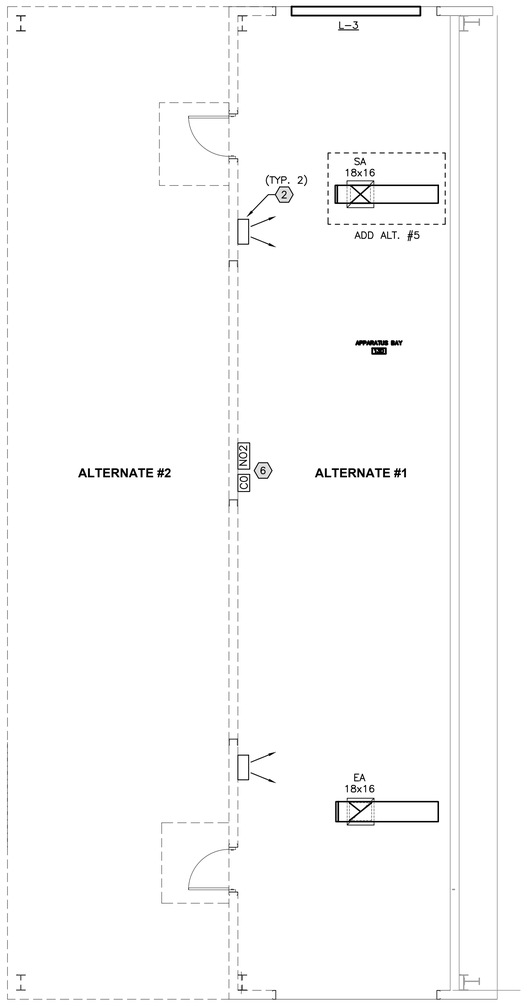
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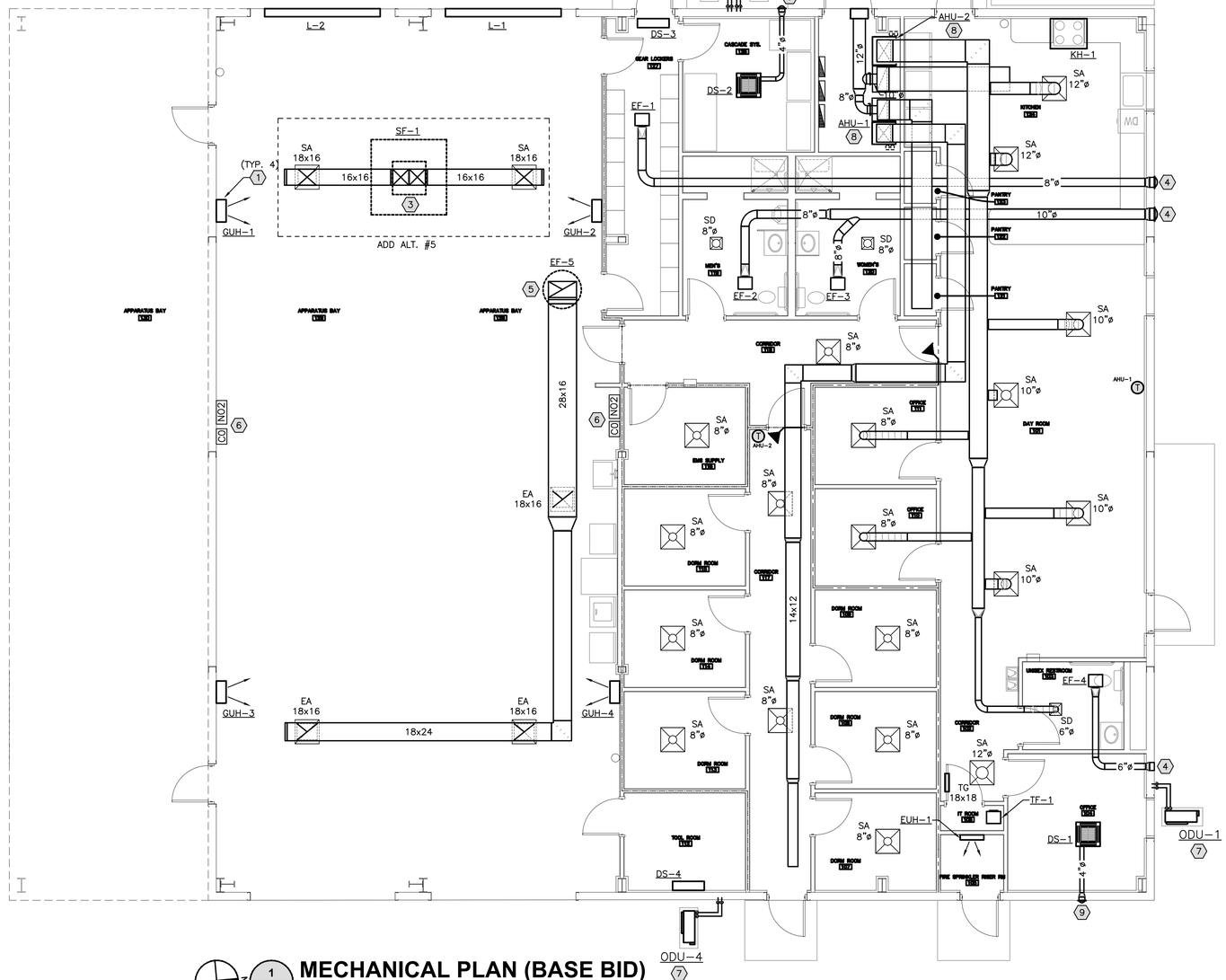
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2 M3.1 MECHANICAL PLAN (ADD ALT 1 & 2)

SCALE: 3/16" = 1'-0"

1 M3.1 MECHANICAL PLAN (BASE BID)

SCALE: 3/16" = 1'-0"

APPARATUS BAY SOURCE CAPTURE SYSTEM

ALT 3: FURNISH AND INSTALL A COMPLETE AND OPERATING SOURCE CAPTURE EXHAUST SYSTEM TO SERVE THE EMERGENCY VEHICLES IN THE APPARATUS BAY AREA. SYSTEM SHALL BE DESIGNED BY THE EQUIPMENT MANUFACTURER, SPECIFICALLY SUITED FOR THIS PROJECT. SYSTEM SHALL BE COMPLETED AND INCLUDE BUT LIMITED TO, MAGNETIC SUCTION RAIL, CRAB, BALANCER, LIFTING ELBOW, HIGH TEMPERATURE HOSE, MAGNETIC NOZZLE, FAN, LOUVER, GAS DETECTION DEVICES, UL LISTED CONTROLS AND WIRING. INLINE EXHAUST FAN SHALL BEAR FLORIDA APPROVAL NUMBER AND MIAMI-DADE N.O.A. INLINE FANS SHALL DISCHARGE INTO AMCA 550 LISTED LOUVERS. PRODUCTS AND DESIGN SERVICE BY MAGNEGRIP GROUP WILL BE CONSIDERED. FACTORY START-UP AND COMMISSIONING SHALL BE PROVIDED BY SYSTEM INSTALLER.

SPECIFIC NOTES

1. VERTICAL GAS-FIRED UNIT HEATER. MOUNT 12" BELOW ROLL-UP DOOR TRACKS.
2. VERTICAL GAS-FIRED UNIT HEATER INCLUDED AS PART OF ADDITIVE ALT NO. 1.
3. 32x30 SUPPLY DUCT UP TO SF-1 ON ROOF. COORDINATE FRAME OPENING TO ALLOW FOR DUCT OPENING LARGER THAN ACTUAL DUCT SIZE.
4. EXHAUST DUCT TO WALL CAP, SEIHO #SFX OR APPROVED EQUAL.
5. 28x16 EXHAUST DUCT UP TO EF-5 ON ROOF. COORDINATE FRAME OPENING TO ALLOW FOR DUCT OPENING LARGER THAN ACTUAL DUCT SIZE.
6. CO SENSOR CENTERED AT 4'-4" AFF. AND NO2 SENSOR MOUNTED 12" BELOW EXPOSED STRUCTURE.
7. DX HEAT PUMP ON CONCRETE PAD.
8. DX AIR HANDLING UNIT ON PRE-MANUFACTURED PLENUM STAND.
9. OUTSIDE AIR DUCT TO INTAKE WALL CAP.

0 5' 10'

SCALE: 3/16" = 1'-0"

DIMENSIONS ON THIS DRAWING ARE TO BE READ AS PLUS OR MINUS AND SHALL BE FIELD VERIFIED BY THE GENERAL CONTRACTOR PRIOR TO CONSTRUCTION

DATE
31 AUGUST 2026

FILE NUMBER
2635601

REVISIONS

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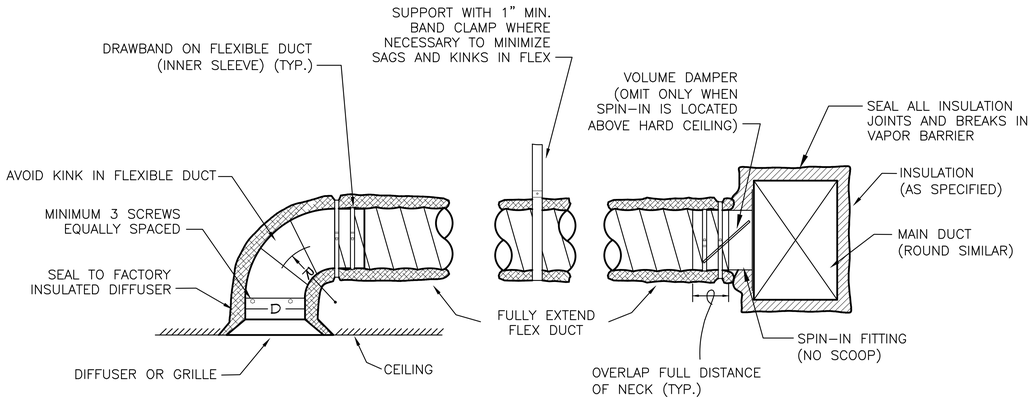
NEW FIRE STATION for
The CITY OF CRESCENT CITY
500 JUNCTION ROAD
CRESCENT CITY, FL 32112

SHEET TITLE
MECHANICAL PLAN

DRAWN BY JCB
CHECKED BY CKB

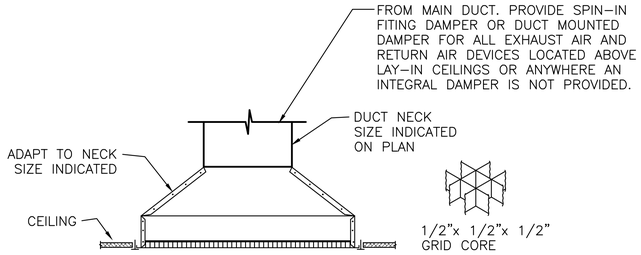
SHEET NO
M3.1

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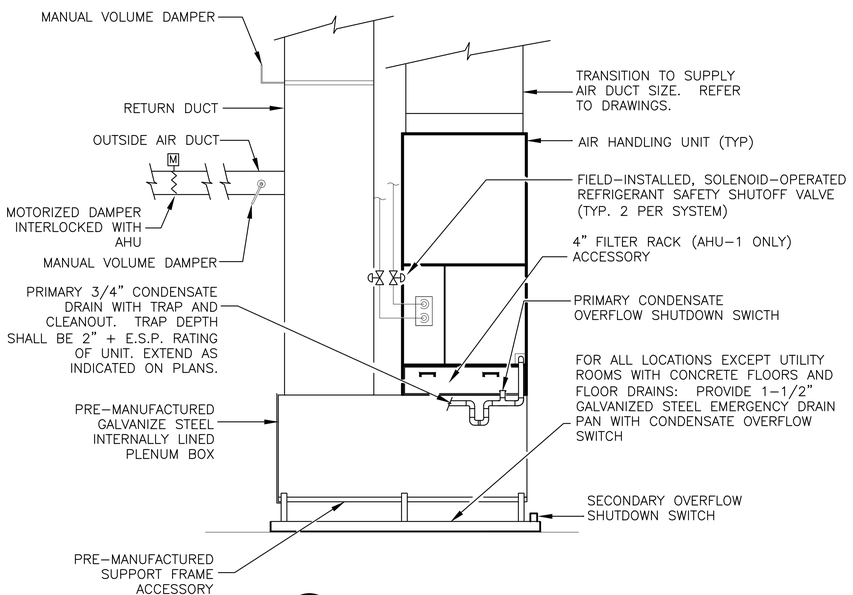
NOTES:
1. PROVIDE DUCT MOUNTED VOLUME DAMPER IN END OF MAIN RUNOUTS TO DIFFUSERS WHERE A SPIN–IN FITTING WITH DAMPER IS NOT PROVIDED.
2. PROVIDE INTEGRAL BALANCING DAMPER FOR INSTALLATION IN HARD CEILINGS.
3. REFER TO ARCHITECTURAL DRAWINGS FOR EXACT CEILING SYSTEM DETAILS.

1 / M5.1 HORIZONTAL DUCT TO AIR DEVICE CONNECTION DETAIL
SCALE: NTS

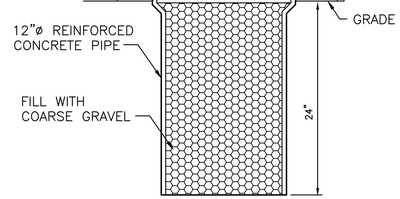


NOTES:
1. REFER TO FLOOR PLANS FOR EXHAUST REGISTER SIZE.
2. PROVIDE ADAPTER AS REQUIRED FOR EXHAUST DUCT CONNECTION.
3. PROVIDE INTEGRAL BALANCING DAMPER FOR INSTALLATION IN HARD CEILINGS.
4. PROVIDE DUCT MOUNTED SPIN–IN DAMPER FOR INSTALLATION IN LAY–IN CEILINGS.
5. REFER TO DETAIL 1 ON THIS SHEET FOR SPIN–IN DAMPER INSTALLATION.
6. REFER TO ARCHITECTURAL DRAWINGS FOR EXACT CEILING SYSTEM DETAILS.

2 / M5.1 EXHAUST/RETURN AIR GRILLE/REGISTER DETAIL
SCALE: NTS

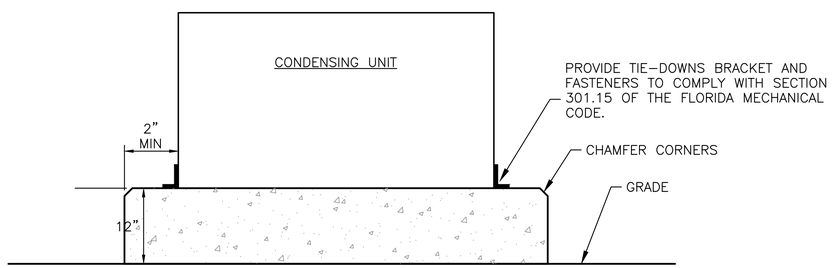


3 / M5.1 VERTICAL AHU DETAIL
SCALE: NTS



4 / M5.1 DRYWEL DETAIL
SCALE: NTS

ALL MECHANICAL EQUIPMENT PADS MUST BE 12" ABOVE 100 YEAR FLOOD PLAIN OR GRADE. WHICHEVER IS HIGHER



5 / M5.1 OUTDOOR EQUIPMENT PAD DETAIL
SCALE: NTS
NOTE: CONCRETE PAD PROVIDED BY GENERAL CONTRACTOR

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ELECTRICAL SYMBOL LEGEND

SYMBOL	DESCRIPTION
A a	2' x 4' RECESSED LENSED LED TROFFER FIXTURE WITH FLAT ACRYLIC LENS. LOWER CASE LETTER REPRESENTS SWITCH LOOP.
	2' x 4' RECESSED LENSED LED TROFFER FIXTURE WITH WITH FLAT ACRYLIC LENS AND 90 MINUTE EMERGENCY BATTERY.
A a	2' x 4' RECESSED LED DIRECT/INDIRECT OR VOLUMETRIC LIGHT FIXTURE. LOWER CASE LETTER REPRESENTS SWITCH LOOP.
	2' x 4' RECESSED LED DIRECT/INDIRECT OR VOLUMETRIC LIGHT FIXTURE WITH 90 MINUTE EMERGENCY BATTERY.
	4' INDUSTRIAL LED LIGHT WITH REFLECTOR AND WIRE GUARD.
	4' SURFACE MOUNT LED OR LED LIGHT STRIP OR UNDERCABINET FIXTURE.
	FLOOD LIGHT
	RECESSED LED DOWNLIGHT FIXTURE. HATCHING REPRESENTS FIXTURE WITH 90 MINUTE EMERGENCY BATTERY.
	WALL MOUNT LIGHT LED FIXTURE.
	EMERGENCY LIGHT FIXTURE WITH INTEGRAL 90 MINUTE EMERGENCY BATTERY AND TEST SWITCH.
	EXIT SIGN WITH INTEGRAL 90 MINUTE EMERGENCY BATTERY. SHADED SIDE REPRESENTS ILLUMINATED FACE. ARROWS REPRESENT DIRECTIONAL CHEVRONS.
	POLE MOUNTED AREA LED LIGHT FIXTURE.
$	SINGLE POLE TOGGLE SWITCH, 20 AMP, 120/277 VOLT, WITH COVER PLATE.
$3	THREE-WAY TOGGLE SWITCH, 20 AMP, 120/277 VOLT, WITH COVER PLATE.
$WP	SINGLE POLE TOGGLE SWITCH, 20 AMP, 120/277 VOLT, WITH WEATHERPROOF ENCLOSURE.
$M	MANUAL MOTOR CONTROL TOGGLE SWITCH.
$LV $LVD	LOW VOLTAGE SWITCH WITH COVER PLATE. "D" INDICATES LOW VOLTAGE DIMMING SWITCH. SUBSCRIPT, IF INDICATED, DESIGNATES WHICH FIXTURES ARE CONTROLLED.
$	SINGLE POLE TOGGLE SWITCH WITH BUILT IN DUAL-TECHNOLOGY OCCUPANCY SENSOR, 20 AMP, 120/277 VOLT, WITH COVER PLATE.
	CEILING MOUNTED DUAL-TECHNOLOGY LINE VOLTAGE OCCUPANCY SENSOR PER SPECIFICATIONS (AUTOMATIC ON/AUTOMATIC OFF U.N.O.). SUBSCRIPT DESIGNATES WHICH FIXTURES ARE CONTROLLED (IF INDICATED). NO SUBSCRIPT MEANS ALL FIXTURES IN THE ROOM ARE CONTROLLED.
LV	CEILING MOUNTED DUAL-TECHNOLOGY LOW VOLTAGE OCCUPANCY SENSOR PER SPECIFICATIONS (50% AUTOMATIC ON/AUTOMATIC OFF U.N.O.). SUBSCRIPT DESIGNATES WHICH FIXTURES ARE CONTROLLED (IF INDICATED). NO SUBSCRIPT MEANS ALL FIXTURES IN THE ROOM ARE CONTROLLED.
XX"	DUPLEX RECEPTACLE, 20A, 120V, WITH GROUND AND COVER PLATE. NUMBER, IF PROVIDED, REPRESENTS HEIGHT ABOVE FINISHED FLOOR.
	DUPLEX RECEPTACLE, 20A, 120V, WITH GROUND AND COVER PLATE. MOUNT BOTTOM OF RECEPTACLE 6" ABOVE COUNTER OR SINK U.N.O.
	QUADRUPLEX RECEPTACLE, 20A, 120V, WITH GROUND AND COVER PLATE.

SYMBOL	DESCRIPTION
	GFCI DUPLEX RECEPTACLE, 20A, 120V, WITH GROUND AND COVER PLATE.
	GFI DUPLEX RECEPTACLE, 20A, 120V, WITH GROUND AND COVER PLATE. MOUNT BOTTOM OF RECEPTACLE 6" ABOVE COUNTER OR SINK U.N.O..
NEMA-XX	SPECIAL PURPOSE RECEPTACLE WITH GROUND AND COVER PLATE. TAG (IF PROVIDED) INDICATED NEMA RECEPTACLE TYPE.
	FLOOR MOUNTED DUPLEX RECEPTACLE, 20A, 120V, WITH GROUND AND METAL COVER PLATE.
	CEILING MOUNTED DUPLEX RECEPTACLE, 20A, 120V, WITH GROUND AND COVER PLATE.
	SURFACE MOUNTED OR RECESSED ELECTRICAL PANELBOARD. SEE POWER RISER DIAGRAM AND PANEL SCHEDULES FOR MORE INFORMATION.
30/2/30	DISCONNECT. "30/2/30" REPRESENTS "AMPS /POLES/ FUSE SIZE". A FUSE SIZE OF "NF" INDICATES A NON-FUSED DISCONNECT. PROVIDE NEMA 3R ENCLOSURES FOR ALL OUTSIDE DISCONNECTS.
5	ELECTRIC MOTOR. NUMBER INDICATES HORSEPOWER.
J J	JUNCTION BOX, PER NEC AND SPECIFICATIONS. ROUND SYMBOL REPRESENTS STANDARD WALL MOUNT OR HIDDEN BOX. SQUARE SYMBOL REPRESENTS FLOOR OR UNDERFLOOR MOUNTED BOX.
	FLEXIBLE CONDUIT, PER NEC AND SPECIFICATIONS.
	WIRE ARC. ARROWS REPRESENT HOMERUNS. HASHMARKS REPRESENT CONDUCTORS (LONG HASHMARK IS NEUTRAL). GROUND CONDUCTOR IF SHOWN AS A LONG HASH WITH A HOOK.
	TELEPHONE BACKBOARD.
XX" XX"	WORKSTATION OUTLET (DATA/VOIP). BOX AROUND SYMBOL INDICATES FLOOR MOUNT WITH METAL COVER PLATE. CIRCLE AROUND SYMBOL INDICATES CEILING MOUNT OUTLET. NUMBER, IF PROVIDED, REPRESENTS HEIGHT ABOVE FINISHED FLOOR (IN INCHES).
XX"	TELEVISION OUTLET. NUMBER, IF PROVIDED, REPRESENTS HEIGHT ABOVE FINISHED FLOOR (IN INCHES).
XX	SPECIFIC KEYED NOTE.
XX E-XXX	DETAIL TAG. TOP FIELD INDICATES SPECIFIC DETAIL NUMBER. BOTTOM FIELD INDICATES SHEET WHERE DETAIL IS LOCATED.
XX E-XXX	PHOTO ELEVATION TAG. ARROW INDICATES DIRECTION OF VIEW. TOP FIELD INDICATES ELEVATION NUMBER, BOTTOM FIELD INDICATES SHEET WHERE DETAIL IS LOCATED.

SYMBOL	DESCRIPTION

LINE TYPES

UP UP UP	UNDERGROUND PRIMARY CONDUCTORS
US US US	UNDERGROUND SECONDARY CONDUCTORS
OHP OHP OHP	OVERHEAD PRIMARY CONDUCTORS
OHS OHS OHS	OVERHEAD SECONDARY CONDUCTORS
FO FO FO	FIBER OPTIC CABLING
UT UT UT	UNDERGROUND TELEPHONE CABLING
CATV CATV	CABLE TV CABLING
CCTV CCTV	CLOSED CIRCUIT TV CABLING
G G G	GROUND WIRE OR LIGHTNING CONDUCTOR.

ABBREVIATIONS

AFF	ABOVE FINISHED FLOOR
AHJ	AUTHORITY HAVING JURISDICTION
AHU	AIR HANDLING UNIT
CRI	COLOR RENDERING INDEX
CU	CONDENSING UNIT
EWC	ELECTRIC WATER COOLER
FACP	FIRE ALARM CONTROL PANEL
FSCP	FIRE SUPPRESSION CONTROL PANEL
GC	GENERAL CONTRACTOR
GFI	GROUND FAULT CIRCUIT INTERRUPT
GRS	GALVANIZED RIGID STEEL
NIC	NOT IN CONTRACT
NL	NIGHTLIGHT
TYP.	TYPICAL
UNO	UNLESS NOTED OTHERWISE
UP	UNDERGROUND PRIMARY
US	UNDERGROUND SECONDARY
WAP	WIRELESS ACCESS POINT
WP	WEATHER PROOF (& GFI)

IMPORTANT: THE INFORMATION PROVIDED IN THESE PRELIMINARY DESIGN DOCUMENTS REPRESENT THE DESIGNER'S BEST INTERPRETATION OF THE OWNER'S REQUIREMENTS WITHIN THE TIME CONSTRAINTS ALLOWED TO PREPARE THE DESIGN. THESE DOCUMENTS ARE IN NOW WAY TO BE CONSTRUED AS FINAL DESIGN DOCUMENTS. A CONTRACTOR USES THESE DESIGN DOCUMENTS AT THEIR OWN RISK AND IS ENCOURAGED TO PROVIDE APPROPRIATE CONTINGENCIES AS PART OF ANY PRICING EFFORTS.

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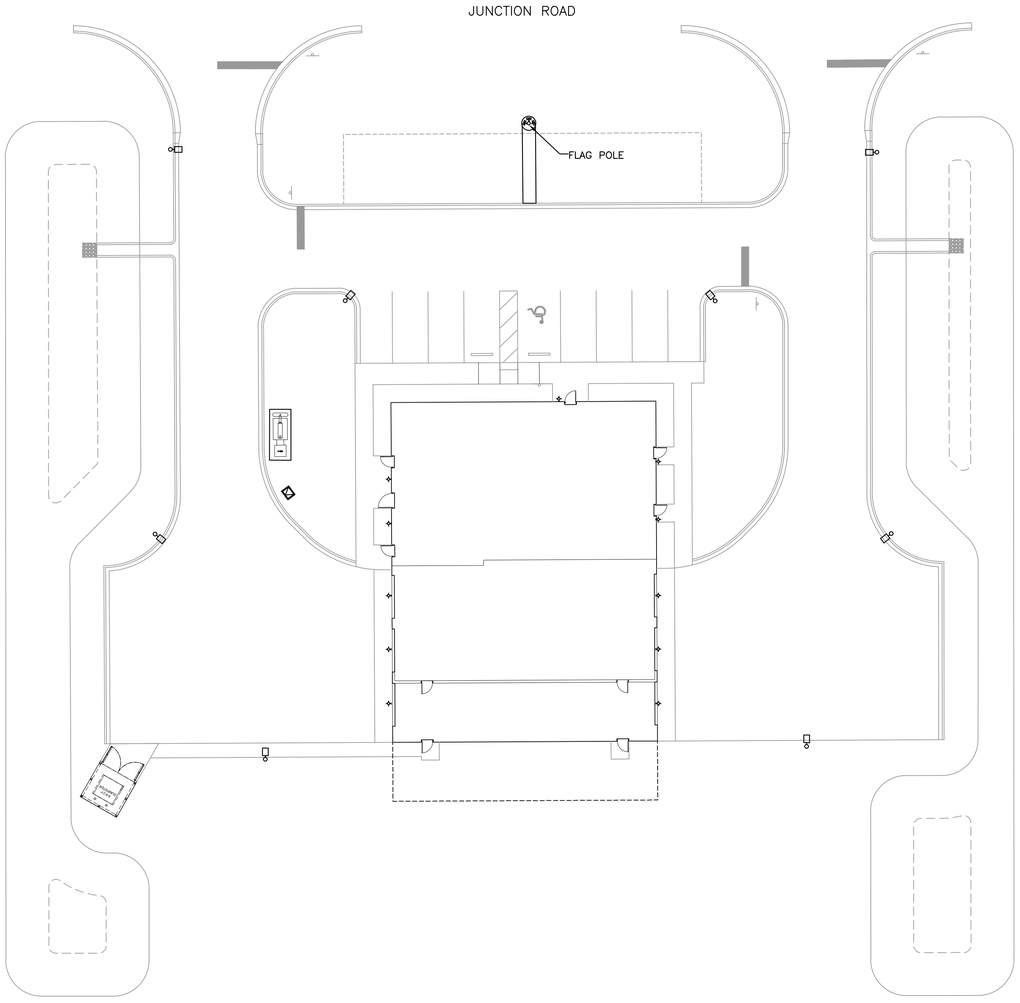
SHEET TITLE
ELECTRICAL LEGEND

DRAWN BY BDF
CHECKED BY CCS

SHEET NO
E1.1

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1 E2.1 SITE PLAN
SCALE: 1" = 20'

GENERAL NOTES:

1. FOR THIS CONTRACT THE TERM "OWNER/CONTRACTOR" IN THE FP&L RULES AND REGULATIONS IS DEFINED AS THE CONSTRUCTION CONTRACTOR.
2. FOR THIS CONTRACT, THE TERM "OWNER/CONTRACTOR" IS DEFINED AS THE CONSTRUCTION CONTRACTOR.
3. ALL WORK ASSOCIATED WITH ELECTRIC SERVICE SHALL BE DONE IN ACCORDANCE WITH FP&L RULES AND REGULATIONS FOR ELECTRIC SERVICE, LATEST EDITION. LOCATION AND CONFIGURATION OF ELECTRICAL SERVICE ARE TENTATIVE. THE CONTRACTOR SHALL PAY ALL FP&L FEES NECESSARY TO ESTABLISH ELECTRICAL SERVICE. CONTRACTOR SHALL CONTACT UTILITY COMPANY ENGINEER FOR SERVICE REQUIREMENTS PRIOR TO BID, BEFORE PURCHASING ANY MATERIALS, AND TO COORDINATE ALL WORK. JEA TO EVALUATE EXISTING PRIMARY CONDITIONS AND CONFIRM CONFIGURATION IS ADEQUATE FOR NEW INSTALLATION. IF UPGRADES ARE DEEMED NECESSARY, COORDINATE REQUIREMENTS WITH FP&L.
4. CONTRACTOR SHALL CONTACT TELECOM AND CATV SERVICE PROVIDER(S) BEFORE STARTING CONSTRUCTION TO COORDINATE ALL REQUIREMENTS FOR DATA/VOICE AND CABLE TV SERVICES. DETAILS SHOWN ARE TENTATIVE AND PRELIMINARY. COORDINATION WITH TELECOM COMPANY AND CATV PROVIDER IS THE RESPONSIBILITY OF THE CONTRACTOR. FIBER OPTICS CABLE IS AVAILABLE AND DESIRED.
5. ROUTING OF UNDERGROUND CONDUITS SHOWN IS INTENDED TO BE DIAGRAMMATIC. HAND DIG AND ROUTE CONDUIT AS NECESSARY TO AVOID STRUCTURES, TREES, UNDERGROUND UTILITIES, ETC. PROVIDE PULLBOXES/MANHOLES AS NECESSARY AND/OR REQUIRED TO AID IN PULLING CONDUCTORS. SEE PULLBOX DETAIL 5 ON SHEET E7.4. RESIZE AS APPROPRIATE.
6. CALL FLORIDA 811 AT LEAST 7 FULL BUSINESS DAYS BEFORE DIGGING TO HAVE EXISTING UTILITIES LOCATED AND MARKED.
7. ELECTRICAL SITE PLAN IS FOR ORIENTATION PURPOSES ONLY. SEE CIVIL SITE PLAN FOR LOCATION OF STRUCTURES, CURBING, PAVED AREA, EXISTING UTILITIES, ETC. LOCATIONS SHOWN FOR EXTERIOR ELECTRICAL EQUIPMENT IS ONLY APPROXIMATE. CONFIRM EXACT LOCATION PER ARCHITECTURAL AND CIVIL PLANS.
8. AFTER CONSTRUCTION, REPAIR ANY DAMAGE TO EXISTING PAVEMENT, CONCRETE DRIVES, SIDEWALKS, CURBS, GRASS, ETC. AND RETURN SURROUNDING AREA TO ORIGINAL CONDITIONS
9. FOR EXTERIOR BRANCH CIRCUITS, BURY CONDUIT 24" BELOW GRADE, MINIMUM. COORDINATE EXACT LOCATIONS OF SITE FEATURES AND CONDUIT WITH OTHER TRADES PRIOR TO INSTALLATION.
10. NOTE THAT EXTERIOR LIGHTING ZONE IS DEFINED AS ZONE 3 PER TABLE C405.6.2(1) OF THE 2023 EDITION OF THE FLORIDA ENERGY CODE.
11. ALL EXTERIOR LIGHTING FIXTURES SHALL BE CONTROLLED VIA PHOTOCELL WITH DIMMING PER THE 2023 FLORIDA ENERGY CODE.
12. ALL TREES SHALL BE PRUNED AND SERVICED THROUGHOUT THEIR LIFETIME TO MAINTAIN THE RECOMMENDED ILLUMINATION LEVELS AS DEFINED BY THE IES. NOTE THAT CALCULATIONS WILL BE PERFORMED FOR THE PHASE THREE PARKING AREA (SEE CIVIL PHASING PLAN) IN CONJUNCTION WITH THE DESIGN OF THE PHASE THREE PARKING LOT LIGHTING (BY OTHERS). ALL FUTURE LOCATIONS OF FIXTURES SHOWN ARE PRELIMINARY AND TENTATIVE.
13. PROVIDE FIRE SPRINKLER TAMPER SWITCH AT FIRE SPRINKLER BACKFLOW PREVENTER (NOT SHOWN). SEE CIVIL DRAWINGS FOR LOCATION.
14. COORDINATE POWER REQUIREMENTS FOR ANY SUPPLEMENTARY LIFT STATIONS OR IRRIGATION CONTROLLERS NOT SHOWN IN THESE DRAWING. NOTIFY ENGINEER OF ANY DISCREPANCIES. SEE CIVIL DRAWINGS FOR MORE INFORMATION.

GENERAL NOTES:

1A NEW FP&L OVERHEAD/UNDERGROUND PRIMARY LOCATED

1B NEW FP&L POWER POLE (TYP.).

1C PROPOSED LOCATION OF PRIMARY RISER FOR PRIMARY SOURCE.

1D NEW UNDERGROUND PRIMARY. LOCATION SHOWN IS APPROXIMATE. CONFIRM EXACT LOCATION AND REQUIREMENTS WITH FP&L. INSTALL CONDUIT FOR NEW UNDERGROUND PRIMARY (UP) DISTRIBUTION SYSTEM: INSTALL 2–5" CONDUITS (FURNISHED BY UTILITY) WITH PULLWIRE BURIED 48" BELOW GRADE (CONFIRM DEPTH) AS DIRECTED BY UTILITY.

2 LOCATION OF NEW ****208Y/120V THREE PHASE, FOUR WIRE, PAD–MOUNTED TRANSFORMER (SIZE AND EXACT LOCATION TO BE DETERMINED BY UTILITY). CONTRACTOR SHALL INSTALL FURNISHED CONCRETE PAD PER UTILITY SPECIFICATIONS. LOCATION SHOWN IS ONLY APPROXIMATE. LOCATE AS NECESSARY TO MAINTAIN UTILITY AND NESC WORKING CLEARANCES. CONFIRM FINAL LOCATION IS ABOVE THE 100 YEAR FLOOD PLAIN. ENSURE THAT FRONT OF THE TRANSFORMER FACES THE STREET AND THE THAT PAD IS WITHIN 10' OF BACKSIDE OF THE CURB FOR THE ADJACENT PAVED DRIVES. COORDINATE ALL REQUIREMENTS WITH FP&L.

3 PROVIDE 2–2" CONDUITS FOR TELECOM SERVICE WITH PULLWIRES FROM HANDHOLE LOCATED AT THE PUBLIC ROAD (CONFIRM LOCATION; PROVIDED BY CONTRACTOR) TO THE TELECOMMUNICATIONS ROOM. CONFIRM EXACT LOCATION OF CONDUIT AND HANDHOLE AND ALL REQUIREMENTS WITH TELECOM SERVICE PROVIDER.

4 PROVIDE 1–2" CONDUITS FOR CATV SERVICE WITH PULLWIRES FROM HANDHOLE LOCATED AT THE PUBLIC ROAD (CONFIRM LOCATION; PROVIDED BY CONTRACTOR) TO THE TELECOMMUNICATIONS ROOM. CONFIRM EXACT LOCATION OF CONDUIT AND HANDHOLE AND ALL REQUIREMENTS WITH CATV SERVICE PROVIDER.

5 PROVIDE PHOTOCELL TO CONTROL ALL EXTERIOR LIGHTING IN CONJUNCTION WITH THE TIMECLOCK IN THE LIGHTING CONTROL PANEL. CONTROL PANEL SHALL ALSO DIM FIXTURES AS REQUIRED ON A TIME SCHEDULE. SEE DETAILS 2 AND 3 ON SHEET E7.2 FOR MORE INFORMATION. LOCATION SHOWN IS TENTATIVE AND PRELIMINARY.

6 PROVIDE CONCRETE BOLLARD PER DETAIL 1 ON SHEET E7.4. (TYP.).

7 PROVIDE LIGHT POLE FOUNDATION PER DETAIL 2 ON SHEET E7.4 (TYP.).

8 PROVIDE FLOOD OR SPOTLIGHT PER DETAIL 3 ON SHEET E7.4 (TYP.).

9 PROVIDE BOLLARD FIXTURE FOUNDATION PER DETAIL 4 ON SHEET E7.4 (TYP.).

10 PROVIDE PEDESTAL MOUNTED WEATHERPROOF GFCI RECEPTACLE PER DETAIL 1 ON SHEET E7.5 (TYP.).

0 20' 40'
SCALE: 1"=20'

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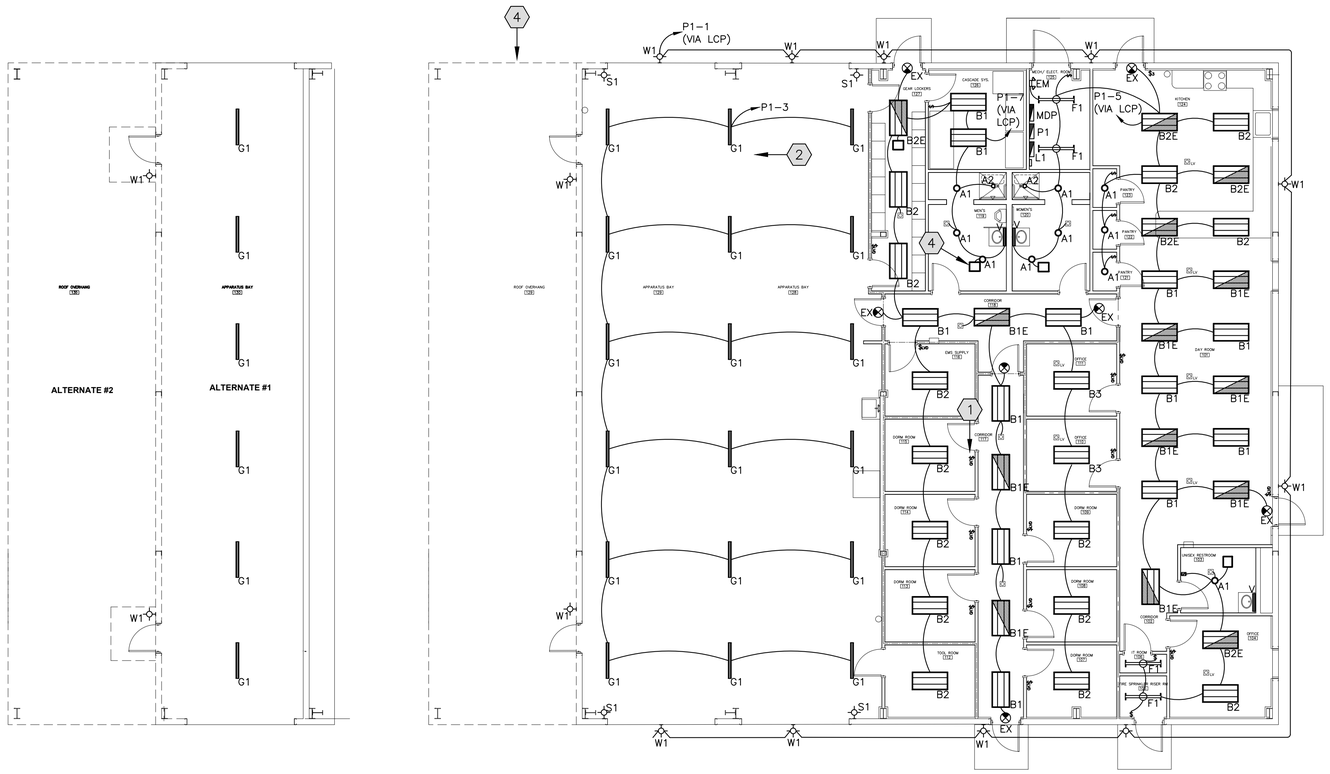
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E2.1

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LIGHTING PLAN

N — 1 / E3.1 — SCALE: 1/8" = 1' - 0"

GENERAL NOTES:

1. SOME JUNCTION BOXES AND FLEX CONDUIT NOT SHOWN FOR CLARITY. PROVIDE JUNCTION BOXES AND FLEX CONDUIT AT FIXTURES WHERE APPROPRIATE.
2. SWITCHES WHICH ARE BACK–TO–BACK ON COMMON WALLS SHALL BE OFFSET 6" MINIMUM TO AVOID SOUND TRANSMISSION.
3. WITH THE EXCEPTION OF AREAS CONTROLLED BY LIGHTING CONTROL PANEL, EQUIPMENT ROOMS, STAIRWELLS, AND ANY OTHER AREA WHERE SUDDEN LOSS OF LIGHT COULD CAUSE A SAFETY CONCERN, PROVIDE OCCUPANCY SENSORS (ONLY WALL SWITCH / SENSORS ARE SHOWN) IN ALL SPACES IN ACCORDANCE WITH THE 2023 FLORIDA ENERGY CODE TO SATISFY THE REQUIREMENT FOR AUTOMATIC LIGHTING CONTROLS.
4. SENSOR TECHNOLOGIES: CEILING MOUNTED ULTRASONIC SENSORS SHALL BE USED IN AREAS WITH OBSTRUCTIONS (I.E. GROUP RESTROOMS AND GENERAL OFFICE AREAS WITH PARTITIONS). CEILING MOUNTED PASSIVE INFRARED SENSORS SHALL BE USED IN OPEN AREAS (I.E. HALLWAYS, WAREHOUSES AISLES AND HIGH CEILING AREAS). CEILING MOUNTED DUAL TECHNOLOGY SENSORS (USING BOTH TECHNOLOGIES) SHALL BE USED FOR AREAS LARGER THAN 250 SQUARE FEET. WITH THE EXCEPTION OF OFFICES AND COMPUTER CLASSROOMS, WALL MOUNTED SENSORS MAY BE USED IN ROOMS UNDER 100 SQUARE FEET WITH NO OBSTRUCTIONS. NOTE THAT AUTOMATIC CONTROL IS NOT REQUIRED FOR LIGHTING INTENDED FOR 24 HOUR OPERATION (I.E. EMERGENCY LIGHTING, NIGHT LIGHTS, AND STAIRWAY LIGHTING). PROVIDE MANUAL OVERRIDE, 30 MINUTE TIMER, AND ALL REQUIRED ACCESSORIES (INCLUDING POWER PACKS AND RELATED LOW VOLTAGE WIRING). NOTE THAT LAYOUT, IF SHOWN, IS DIAGRAMMATIC (LAYOUT MAY CHANGE WITH MANUFACTURER AND ADDITIONAL SENSORS MAY BE REQUIRED). PROVIDE SUBMITTAL WITH SENSOR LAYOUT PROVIDED BY VENDOR. MANUFACTURER: WATTSTOPPER OR APPROVED EQUAL.
5. SUPPORT FIXTURES (2 X 4 FOOT AND SMALLER) TO BE RECESSED IN REMOVABLE TILE CEILINGS (LAY–IN TYPE) FROM THE T–BAR TILE SUPPORT AND CONNECT TO REMOTE MOUNTED 4" SQUARE (MINIMUM SIZE, CONFORM TO NEC) JUNCTION BOXES WITH APPROVED SIX FOOT LONG, 3/8" FLEXIBLE CONDUIT "FIXTURE WHIP" WITH GROUNDING CONDUCTOR BONDED BETWEEN CONDUIT SYSTEM AND FIXTURE.
6. PROVIDE ALL REQUIRED HARDWARE AS NECESSARY TO PROPERLY INSTALL LIGHT FIXTURES.
7. PROVIDE INSULATED CEILING (I.C.) RATED FIXTURES WHERE RECESSED INCANDESCENT, COMPACT FLUORESCENT, OR LOW VOLTAGE LIGHT FIXTURES COME INTO DIRECT CONTACT WITH INSULATION. PROVIDE U.L. FIRE RATED LIGHT FIXTURES FOR FIRE RATED CEILINGS.
8. NOTE THAT MOUNTING HARDWARE FOR FIXTURES MAY BE DIFFERENT FOR SPECIFIC APPLICATIONS (DRYWALL, PLASETER, ETC.). COORDINATE WITH FIXTURE MANUFACTURER TO PROVIDE APPLICATION SPECIFIC MOUNTING KITS WHERE REQUIRED. SEE ARCH DRAWINGS FOR CEILING AND WALL TYPES.
9. COORDINATE LOCATION OF LIGHT FIXTURES WITH OTHER TRADES PRIOR TO INSTALLATION.
10. SEE LIGHTING CONTROL MATRIX ON SHEET E5.2 FOR MORE INFORMATION.
11. **IMPORTANT NOTE:** FIXTURE LOCATIONS AND QUANTITIES SHOWN ARE AS REQUIRED TO MEET 2023 FLORIDA BUILDING CODE REQUIREMENTS FOR WATTS PER SQUARE FOOT. TASK LIGHTING MAY BE REQUIRED TO MEET MINIMUM RECOMMENDED ILLUMINATION LEVELS PER IES STANDARDS.
12. **IMPORTANT NOTE:** IF REQUIRED BY AHJ, CONTRACTOR SHALL PROVIDE LIGHTING FUNCTIONALITY TEST PER THE 2023 FLORIDA ENERGY CODE C408.3 FROM AN APPROVED PARTY. DOCUMENTS CERTIFYING THE LIGHTING CONTROLS MEETS THE PERFORMANCE CRITERIA OF SECTION 405 ARE TO BE PROVIDED TO THE BUILDING OWNER WITHIN 90 DAYS FROM THE DATE OF THE CERTIFICATE OF OCCUPANCY.
13. **IMPORTANT NOTE:** ALL LIGHTING ALONG THE PATH OF EGRESS SHALL BE PROGRAMMED TO TURN ON (WITH NO DIMMING) DURING THE EVENT OF A FIRE ALARM (SEE LIFE SAFETY PLAN FOR MORE INFORMATION ON PATH OF EGRESS). PROVIDE CONTROL CIRCUIT AND DEVICES AS NECESSARY TO INTERFACE FIRE ALARM PANEL AND LIGHTING CONTROL PANEL. ALL TRANSFER DEVICES SHALL BE UL 924 LISTED.

SPECIFIC NOTES:

1. IN OFFICES, BREAK ROOMS, AND OTHER LOCATIONS WITH LOW VOLTAGE LIGHTING CONTROLS, PROVIDE LOW VOLTAGE WALL SWITCH, LOW VOLTAGE OCCUPANCY SENSOR, AND DIMMING CONTROLS (WHERE SWITCH IS LABELED 'LVD') FOR THE SPACE AS SHOWN UNLESS OTHERWISE NOTED.
2. PROVIDE LIGHTING CONTROL PANEL. SEE DETAIL 2, SHEET E7.2 FOR MORE INFORMATION.
3. PROVIDE ELECTRICAL CONNECTION FROM EXHAUST FANS TO ASSOCIATED LIGHTING CIRCUIT. FAN SHALL OPERATE IN CONJUNCTION WITH ROOM LIGHTING CONTROLS. COORDINATE FINAL CONNECTION AND CONTROL REQUIREMENTS WITH MECHANICAL EQUIPMENT.
4. ALL WORK SHOWN DASHED SHALL BE INCLUDED AS ALTERNATE BID WORK AND PRICED SEPARATELY FROM THE BASE BID.

0 8' 16'
SCALE: 1/8"=1'-0"

DIMENSIONS ON THIS DRAWING ARE TO BE READ AS PLUS OR MINUS AND SHALL BE FIELD VERIFIED BY THE GENERAL CONTRACTOR PRIOR TO CONSTRUCTION

DATE
31 AUGUST 2026

FILE NUMBER
2635601

REVISIONS

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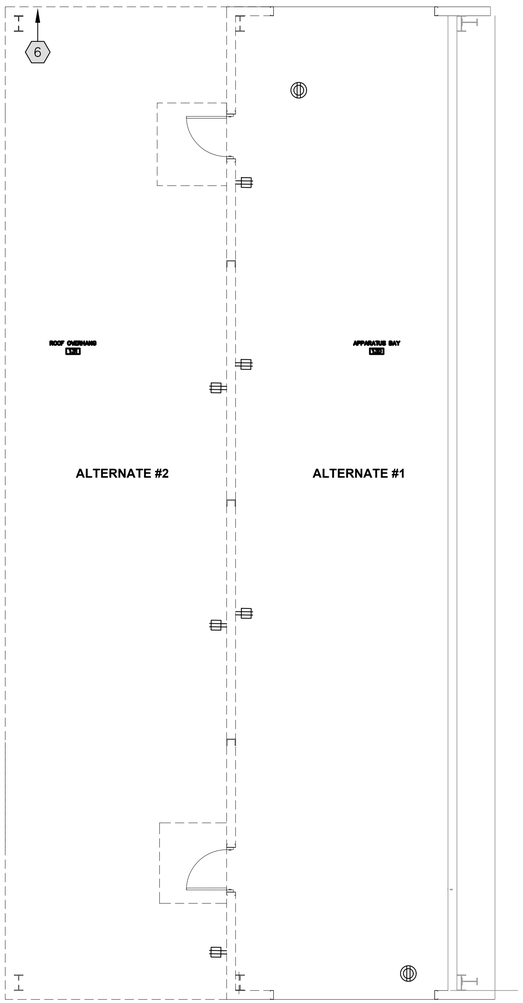
NEW FIRE STATION for
The CITY OF CRESCENT CITY
500 JUNCTION ROAD
CRESCENT CITY, FL 32112

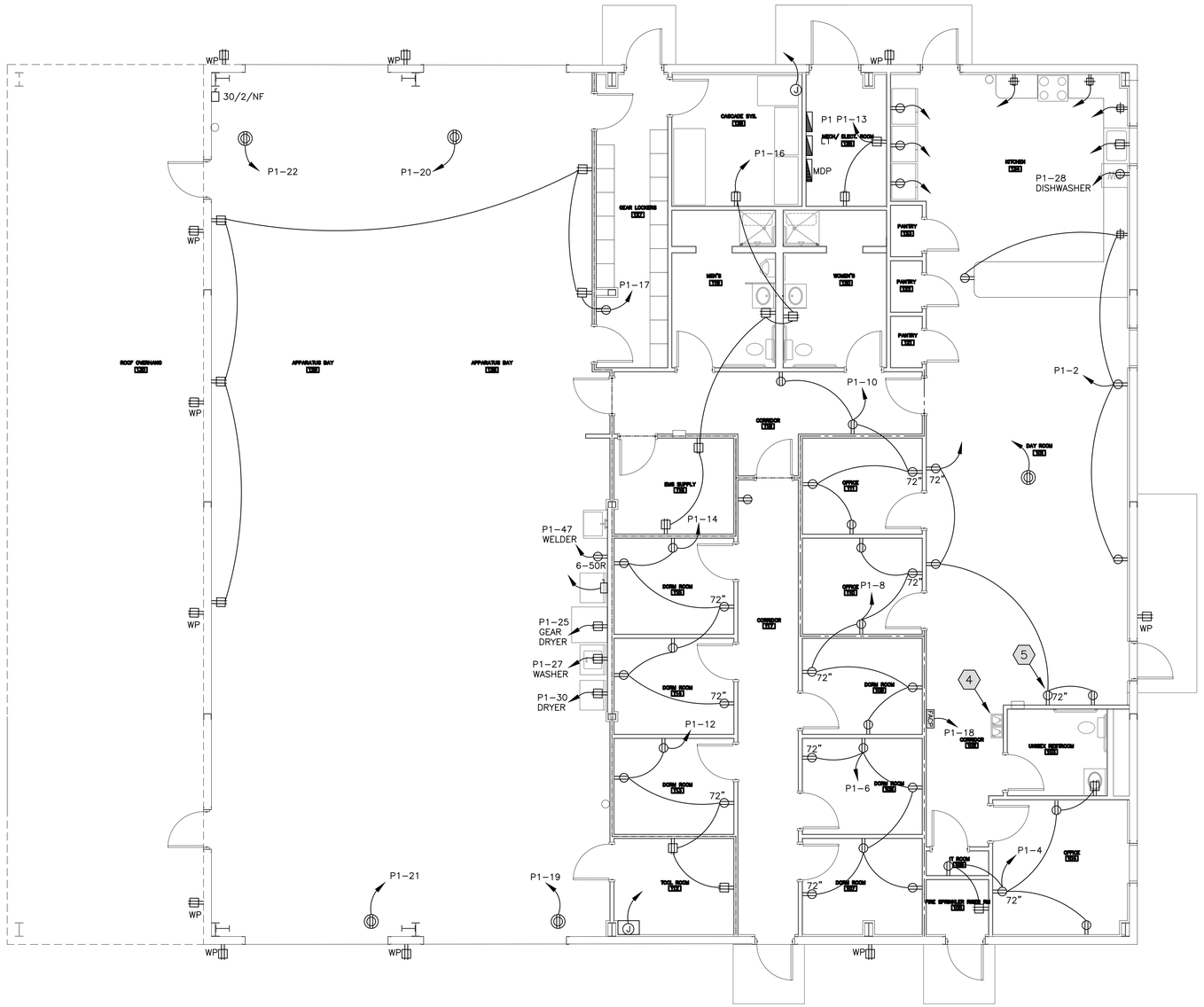
SHEET TITLE
LIGHTING PLAN

DRAWN BY BDF
CHECKED BY CCS

SHEET NO
E3.1

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POWER PLAN

SCALE: 3/16" = 1' - 0"

SPECIFIC NOTES:

1. SERVICE ENTRANCE EQUIPMENT. SEE POWER RISER DIAGRAM ON SHEET E6.1 FOR MORE INFORMATION. PROVIDE GROUNDING ELECTRODE SYSTEM PER DETAIL 1 ON SHEET E7.1
2. PROVIDE GROUNDING BUSBAR PER DETAIL 2 ON SHEET E7.1.
3. PROVIDE GROUND TEST WELL PER DETAIL 3 ON SHEET E7.1
4. COORDINATE EXACT LOCATION FOR RECEPTACLE FOR ELECTRIC WATER COOLER WITH PLUMBING CONTRACTOR.
5. LOCATION OF MONITOR/TV. COORDINATE FINAL LOCATION, MOUNTING HEIGHT AND REQUIRED BLOCKING WITH END USER AND ARCHITECT (TYP.).
6. ALL WORK SHOWN DASHED SHALL BE INCLUDED AS ALTERNATE BID WORK AND PRICED SEPARATELY FROM THE BASE BID.

   RECEPTACLE LOCATION SHOWN FOR ALTERNATE 1.

GENERAL NOTES:

1. SIZE OF DISCONNECTS, FUSES, CIRCUIT BREAKERS, WIRING AND CONDUIT FOR HVAC AND OTHER MECHANICAL EQUIPMENT IS BASED ON THE MECHANICAL BASIS OF DESIGN. IF THE ELECTRICAL DATA VARIES FROM MECHANICAL SCHEDULES, RESIZE THE RELATED ELECTRICAL COMPONENTS PER THE NEC AND MANUFACTURER'S RECOMMENDATIONS AND SUBMIT FOR APPROVAL.
2. PROVIDE HEATING, AIR CONDITIONING, AND REFRIGERATION (HACR) RATED CIRCUIT BREAKERS FOR ALL CONDENSING UNITS AND AIR HANDLING UNITS.
3. PAINT CIRCUIT BREAKERS FOR FIRE ALARM SYSTEM AND SECURITY SYSTEM RED AND PROVIDE LOCK-ON.
4. RECEPTACLES WHICH ARE BACK-TO-BACK ON A COMMON WALL SHALL BE OFFSET 6" MINIMUM TO AVOID SOUND TRANSMISSION.
5. CONFIRM LOCATION, MOUNTING HEIGHT, AND ELECTRICAL REQUIREMENTS FOR ALL SPECIAL PURPOSE AND DEDICATED OUTLETS WITH OWNER. CONFIRM EXACT LOCATION FOR OUTLETS NEAR CABINETS WITH ARCHITECTURAL INTERIOR ELEVATIONS AND CABINET PROVIDER. ALSO, CONFIRM LOCATION AND MOUNTING HEIGHT OF ALL PHONE AND DATA OUTLETS WITH OWNER.
6. ALL MOTORS SHALL HAVE INTERNAL OVERLOAD PROTECTION AND SHALL NOT REQUIRE A SEPARATE STARTER.
7. PANELBOARDS SHALL BE NEMA PB1, WITH COPPER BUSSES AND BOLT-ON CIRCUIT BREAKERS, AIC RATING AS INDICATED. PROVIDE TYPED PANEL SCHEDULE WITH LOCATIONS OF LOADS. SERIES RATINGS ARE NOT ALLOWED.
8. SAFETY SWITCHES SHALL BE HEAVY DUTY, FUSED OR NON-FUSED AS INDICATED, QUICK-MAKE AND QUICK-BREAK, HORSEPOWER RATED, MINIMUM RATING 250 VOLTS A.C. RELOCATE DISCONNECTS FROM WHAT IS SHOWN AS NECESSARY TO MAINTAIN NEC WORKING SPACE.
9. SECURITY SYSTEM IS PROVIDED BY OTHERS. PROVIDE BOX, CONDUIT AND PULL WIRE AT EACH EXIT (NOT SHOWN ON DRAWINGS). COORDINATE WITH SECURITY SYSTEM PROVIDER FOR EXACT LOCATIONS AND REQUIREMENTS.
10. COORDINATE WITH MECHANICAL CONTRACTOR TO PROVIDE CONTROL POWER TO ALL DDC CONTROL PANELS, EQUIPMENT CONTROLLERS, MOTORIZED DAMPERS, ETC. ALSO, PROVIDE 120V POWER TO ALL 24V CONTROL TRANSFORMERS. 24V CONTROL CIRCUITS, TRANSFORMERS, AND CONTROL PANELS ARE PROVIDED BY DIVISION 23.
11. FOR LOCATIONS OF FIREWALLS, REFER TO THE ARCHITECTURAL DRAWINGS.
12. THE ABOVE NOTES APPLY TO ALL ELECTRICAL POWER SHEETS.

0 5' 10'
SCALE: 3/16"=1'-0"

DIMENSIONS ON THIS DRAWING ARE TO BE READ AS PLUS OR MINUS AND SHALL BE FIELD VERIFIED BY THE GENERAL CONTRACTOR PRIOR TO CONSTRUCTION.

DATE
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NEW FIRE STATION for
The CITY OF CRESCENT CITY
500 JUNCTION ROAD
CRESCENT CITY, FL 32112

SHEET TITLE
POWER PLAN

DRAWN BY BDF
CHECKED BY CCS

SHEET NO
E4.1

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LOCATION: ELECTRICAL ROOM
FED BY: ATS/UTILITY

PANEL –MDP

TYPE: SURFACE MOUNT, NEMA 1
MAIN CB: MLO FRAME: 800A
VOLTAGE: 208/ 120 VOLTS 3 PH, 4 WIRE

BUS RATING: 800A
TYPE: BOLT–ON
MINIMUM AIC: XXK

DEVICE NO.	AMPS TRIP	POLES	WIRE	GRND	COND. (IN)	NOTES	SERVING	PHASE LOAD (KVA) A	B	A	B	SERVING	NOTES	COND. (IN)	GRND	WIRE	POLES	AMPS TRIP	DEVICE NO.
1	400	2					PANEL 'P1'					PANEL 'L1'					2	225	2
3							" "					" "							4
5																			6
7																			8
9																			10
11																			12
13																			14
15																			16
17																			18
19																			20
21																			22
23																			24
25																			26
27																			28
29																			30
31																			32
33																			34
35																			36
37																			38
39												SPD					2	30	40
41												" "							42

* NOTE: ADD NOTES HERE? ..

0.0 0.0 0.0 0.0

TOTAL CONNECTED LOAD: 0.0 KVA
TOTAL DEMAND LOAD: 0.0 KVA

LOCATION: ELECTRICAL ROOM
FED BY: PANEL 'MDP'

PANEL –L1

TYPE: SURFACE MOUNT, NEMA 1
MAIN CB: MLO FRAME: 225
VOLTAGE: 208/ 120 VOLTS 3 PH, 4 WIRE

BUS RATING: 250A
TYPE: BOLT–ON
MINIMUM AIC: XXK

DEVICE NO.	AMPS TRIP	POLES	WIRE	GRND	COND. (IN)	NOTES	SERVING	PHASE LOAD (KVA) A	B	A	B	SERVING	NOTES	COND. (IN)	GRND	WIRE	POLES	AMPS TRIP	DEVICE NO.
1																			2
3																			4
5																			6
7																			8
9																			10
11																			12
13																			14
15																			16
17																			18
19																			20
21																			22
23																			24
25																			26
27																			28
29																			30
31																			32
33																			34
35																			36
37																			38
39																			40
41																			42
43																			44
45																			46
47																			48
49																			50
51												SPD					2	30	52
53												" "							54

* NOTE: ADD NOTES HERE? ..

0.0 0.0 0.0 0.0

TOTAL CONNECTED LOAD: 0.0 KVA
TOTAL DEMAND LOAD: 0.0 KVA

LIGHTING FIXTURE SCHEDULE

MARK	MANUF.	CATALOG NUMBER	LAMPS NO	LAMPS TYPE	VOLT.	MOUNTING	WATTS	NOTES	DESCRIPTION / INSTALLATION
A1	H.E. WILLIAMS	6DR-TL-L15-835-DIM-UNV-O-W-OF-WH-N-F1		LED, CRI 80+ 3500K (1500 LUMENS)	120V	RECESSED	14 W		RECESSED LED 6" DOWNLIGHT, OPEN REFLECTOR W/ WIDE DISTRIBUTION BEAM ANGLE. 0-10V DIMMING CAPABILITY.
A2	H.E. WILLIAMS	4DR-TL-L20-8-40-O-M-OF-CS-CS-IP65-N-UNV-DIM		LED, CRI 80+ 4000K (2005 LUMENS)	120V	RECESSED	20 W		4" LED RECESSED DOWNLIGHT WITH AN OPEN REFLECTOR TRIM, MEDIUM DISTRIBUTION, STANDARD FLANGE TYPE AND A CLEAR SEMI SPECULAR ANODIZE FINISH AND POWDER COAT. IP65 RATED AND 0-10V DIMMING CAPABILITY.
B1/B1E	H.E. WILLIAMS	BP-24-LS-8CS-DIM-UNV-EM/10W KIT-DC-QS		LED, CRI 80+ 3500K (3657 LUMENS)	120V	RECESSED	29 W		2'X4' RECESSED LED BACKLIT FLAT PANEL, MATTE WHITE POLYESTER POWDER COAT FINISH AND A DIM TO OFF DRIVER. 'B1E' INDICATES 90 MINUTE EMERGENCY BATTERY.
B2/B2E	H.E. WILLIAMS	BP-24-LS-8CS-DIM-UNV		LED, CRI 80+ 3500K (4700 LUMENS)	120V	RECESSED	39 W		2'X4' RECESSED LED BACKLIT FLAT PANEL, MATTE WHITE POLYESTER POWDER COAT FINISH AND A DIM TO OFF DRIVER. 'B2E' INDICATES 90 MINUTE EMERGENCY BATTERY.
B3/B3E	H.E. WILLIAMS	BP-24-LS-8CS-DIM-UNV		LED, CRI 80+ 3500K (5699 LUMENS)	120V	RECESSED	49 W		2'X4' RECESSED LED BACKLIT FLAT PANEL, MATTE WHITE POLYESTER POWDER COAT FINISH AND A DIM TO OFF DRIVER. 'B3E' INDICATES 90 MINUTE EMERGENCY BATTERY.
F1	H.E. WILLIAMS	75S-4-L30-835-DIM-UNV		LED, CRI 80+ 3500K (3000 LUMENS)	120V	SURFACE	20 W		4' SURFACE MOUNTED LED LINEAR FIXTURE.
G1	H.E. WILLIAMS	96-4-L62-835-HIAFR-DIM-UNV		LED, CRI 80+ 3500K (6200 LUMENS)	120V	PENDANT	48 W		4' SURFACE MOUNTED LED LINEAR FIXTURE, FULLY ENCLOSED AND GASKETED WITH IMPACT RESISTANCE ACRYLIC.
S1	BRINK	LED ILLUMINATED DOOR SAFETY KIT (NO EQUAL)		LED	120V	WALL	5 W		LED BAY DOOR STRIP LIGHTS. CORDINATE REQUIRED HARDWARE/PROGRAMMING WITH APPARATUS DOOR MFR./MODEL# PRIOR TO ORDERING
V	H.E. WILLIAMS	SLF-4-L26-8-40-HIA-UNV		LED, CRI 80+ 4000K (2862 LUMENS)	120V	SURFACE	20 W		4' SURFACE MOUNTED VANITY WITH A HIGH IMPACT FROSTED ACRYLIC LENS
W1	H.E. WILLIAMS	VWPV-L60-80-40-T3-FINISH-CGL-EM/10WC-UNV-DIM		LED, CRI 80+ 4000K (6470 LUMENS)	120V	WALL	49 W		LED ARCHITECTURAL WALL PACK WITH A CLEAR TEMPERED GLASS LENS AND A 10W LOW TEMPERATURE EMERGENCY BATTERY AND 0-10V DIMMING CAPABILITY.
EM	H.E. WILLIAMS	EMER/LED-WHY-SDT-D		LED	120V	WALL	2 W		LED EMERGENCY LIGHT WITH A WHITE HOUSING COLOR AND SELF DIAGNOSTIC CAPABILITY
EX	H.E. WILLIAMS	EXIT-R-EM-WHT-SDT-D		LED	120V	WALL/CEILING	3 W		LED EXIT SIGN WITH RED LETTERING AND WHITE HOUSING COLOR. EMERGENCY BATTERY BACKUP AND SELF DIAGNOSTIC CAPABILITY.

NOTES:

1. UNLESS INDICATED OTHERWISE, MANUFACTURERS AND CATALOG NUMBERS LISTED IN LIGHTING FIXTURE SCHEDULE ARE INTENDED TO ESTABLISH STANDARDS OF DESIRED DESIGN OR QUALITY AND SHALL BE THE BASIS OF BID. ALTERNATE PRODUCTS WILL BE CONSIDERED AFTER AWARD, PROVIDED THE SUPPLIER PROVIDES COMPLETE PHOTOMETRICS AND SPECIFICATION SHEETS. SAMPLES MAY BE REQUIRED
2. SEE ARCHITECTURAL ELEVATIONS FOR MOUNTING HEIGHTS FOR WALL MOUNTED FIXTURES.
3. CONFIRM FIXTURE COLORS WITH OWNER.
4. ALL EXTERIOR LIGHT FIXTURES SHALL BE FULLY LAMPED AND SUITABLE FOR WET LOCATIONS
5. PROVIDE PROGRAMMED START BALLASTS IN ALL FLUORESCENT FIXTURES, WHICH ARE CONTROLLED BY OCCUPANCY SENSOR.
6. NOTES THAT DO NOT APPEAR IN NOTES COLUMN OF THE SCHEDULE APPLY TO ALL FIXTURE TYPES.

LOCATION: ELECTRICAL ROOM
FED BY: PANEL 'MDP'

PANEL –P1

TYPE: SURFACE MOUNT, NEMA 1
MAIN CB: MLO FRAME: 400A
VOLTAGE: 208/ 120 VOLTS 3 PH, 4 WIRE

BUS RATING: 400A
TYPE: BOLT–ON
MINIMUM AIC: XXK

DEVICE NO.	AMPS TRIP	POLES	WIRE	GRND	COND. (IN)	NOTES	SERVING	PHASE LOAD (KVA) A	B	A	B	SERVING	NOTES	COND. (IN)	GRND	WIRE	POLES	AMPS TRIP	DEVICE NO.
1	20	1	12	12	1/2		LTS, EXTERIOR	0.3		0.7		RECP, RM 101,102		1/2	12	12	1	20	2
3	20	1	12	12	1/2		LTS, APPARATUS BAY 128,129,130		1.2		1.1	RECP, RM 103,104,105,106		1/2	12	12	1	20	4
5	20	1	12	12	1/2		LTS, RM 101–106, RM 120–125	0.9		1.1		RECP, RM 107,108		1/2	12	12	1	20	6
7	20	1	12	12	1/2		LTS, RM 107–117, 118,119,126,127		0.9		1.1	RECP, RM 109,110		1/2	12	12	1	20	8
9	20	1					SPARE			0.9		RECP, RM 111,118		1/2	12	12	1	20	10
11	20	1					SPARE				0.9	RECP, RM 112,113,114		1/2	12	12	1	20	12
13	20	1	12	12	1/2		RECP, MECH/ELEC	0.4		1.1		RECP, RM 114,115,116		1/2	12	12	1	20	14
15	20	1	12	12	1/2		RECP, RM 129,130		0.7		0.9	RECP, RM 116,119,126		1/2	12	12	1	20	16
17	20	1	12	12	1/2		RECP, RM 127,128,129	0.9		0.3		FACP		1/2	12	12	1	20	18
19	20	1	12	12	1/2		CORD REEL 128 (GFCI)		1.0		1.0	CORD REEL 128 (GFCI)		1/2	12	12	1	20	20
21	20	1	12	12	1/2		CORD REEL 129 (GFCI)	1.0		1.0		CORD REEL 129 (GFCI)		1/2	12	12	1	20	22
23	20	1	12	12	1/2		CORD REEL 130 (GFCI)		1.0		1.0	CORD REEL 130 (GFCI)		1/2	12	12	1	20	24
25	30	2	10	10	1/2		GEAR DRYER	2.5				SPARE					1	20	26
27							" "		2.5		1.2	DISHWASHER		1/2	12	12	1	20	28
29	20	1	12	12	1/2		WASHER	1.2		2.5		DRYER		1/2	10	10	2	30	30
31							EF–1				2.5	" "							32
33							" "					SPARE							34
35							SPARE					EF–3							36
37							EF–2					" "							38
39							" "					SPACE							40
41							SPACE					EF–5							42
43							EF–4					" "							44
45							" "												46
47	50	2	8	10	3/4		WELDER		1.0										48
49							" "	1.0											50
51												SPD					2	30	52
53												" "							54

* NOTE: ADD NOTES HERE? ..

8.2 8.3 7.5 9.7

TOTAL CONNECTED LOAD: 33.7 KVA
TOTAL DEMAND LOAD: 34.5 KVA

DIMENSIONS ON THIS DRAWING ARE TO BE READ AS PLUS OR MINUS AND SHALL BE FIELD VERIFIED BY THE GENERAL CONTRACTOR PRIOR TO CONSTRUCTION

DATE
31 AUGUST 2026

FILE NUMBER
2635601

REVISIONS

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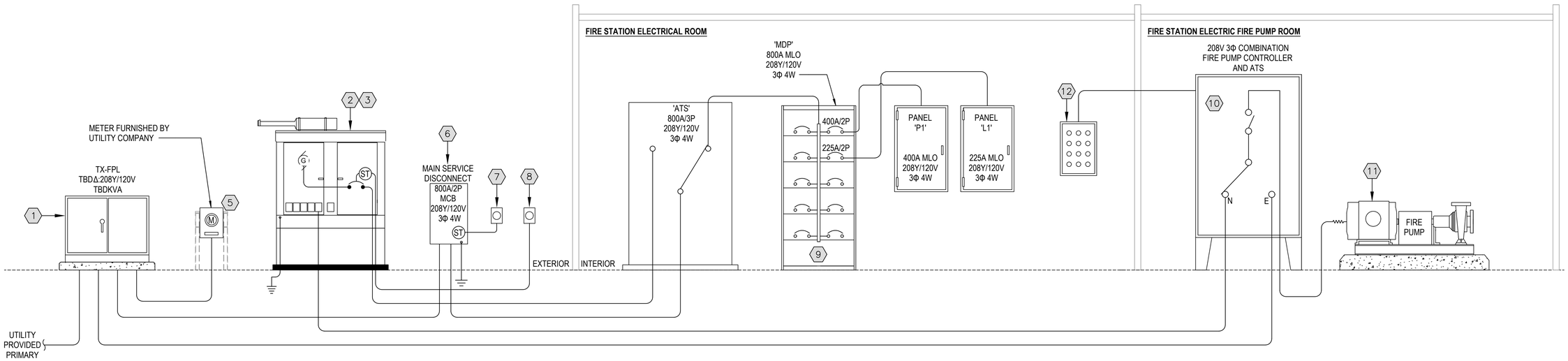
NEW FIRE STATION for
The CITY OF CRESCENT CITY
500 JUNCTION ROAD
CRESCENT CITY, FL 32112

SHEET TITLE
ELECTRICAL SCHEDULES

DRAWN BY BDF
CHECKED BY CCS

SHEET NO
E5.1

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POWER RISER DIAGRAM

SCALE: NTS

SPECIFIC NOTES:

1. NEW PAD MOUNTED 208Y/120V THREE–PHASE TRANSFORMER FURNISHED AND INSTALLED BY UTILITY COMPANY.
2. NEW FULL BUILDING STANDBY GENERATOR. 208Y/120V THREE PHASE RATED. GENERATOR TO FOLLOW ALL NFPA 110 LEVEL 1 REQUIREMENTS.
3. PHYSICALLY SEPARATE FIRE PUMP BREAKER AND CIRCUIT FROM BUILDING POWER BREAKER AND CIRCUIT AND PROVIDE LOCKABLE HARDWARE TO ALLOW BREAKER TO BE LOCKED IN THE CLOSED POSITION AS REQUIRED BY CODE.
4. NOT USED IN THIS SUBMISSION.
5. METER ENCLOSURE AND STAND, FURNISHED AND INSTALLED BY CONTRACTOR. (METER PROVIDED AND INSTALLED BY UTILITY).
6. PROVIDE AND INSTALL 800A/3P SERVICE RATED NEMA 3R SINGLE–PHASE DISCONNECT. DISCONNECT SHALL BE RATED XX KAIC. PROVIDE PLACARD AT PANEL WITH AVAILABLE FAULT CURRENT AND DATE (CONFIRM AVAILABLE FAULT CURRENT WITH UTILITY.)
7. MAIN DISCONNECT EMERGENCY STOP BUTTON
8. GENERATOR EMERGENCY STOP BUTTON
9. MAIN DISTRIBUTION PANEL (MLO). MAIN OVERCURRENT PROTECTION PROVIDED AT UPSTREAM SERVICE RATED DISCONNECT.
10. FURNISH AND INSTALL SERVICE ENTRANCE RATED FIRE PUMP COMBINATION ATS AND CONTROLLER. PROVIDE RED PLACARD PER NEC STATING: "FIRE PUMP DISCONNECTING MEANS." LABEL CONTROLLER WITH FAULT CURRENT AND DATE PER NEC. ENSURE CONTROLLER IS WITHIN LINE OF SIGHT OF THE FIRE PUMP PER NEC 695.12.
11. NEW 208V, THREE PHASE FIRE PUMP
12. INSTALL SEMIOFLUSH REMOTE ALARM PANEL FOR FIRE PUMP CONTROLLER PER NFPA 20 AND FIRE PROTECTION SPECIFICATIONS. CONFIRM LOCATION WITH OWNER AND AHJ PRIOR TO ROUGH–IN.

DIMENSIONS ON THIS DRAWING ARE TO BE READ AS PLUS OR MINUS AND SHALL BE FIELD VERIFIED BY THE GENERAL CONTRACTOR PRIOR TO CONSTRUCTION

DATE
31 AUGUST 2026

FILE NUMBER
2635601

REVISIONS

ROBERT E. TAYLOR
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Jacksonville, Florida 32256
Voice: (904) 260-3031
FL. Cert. of Auth. 8107

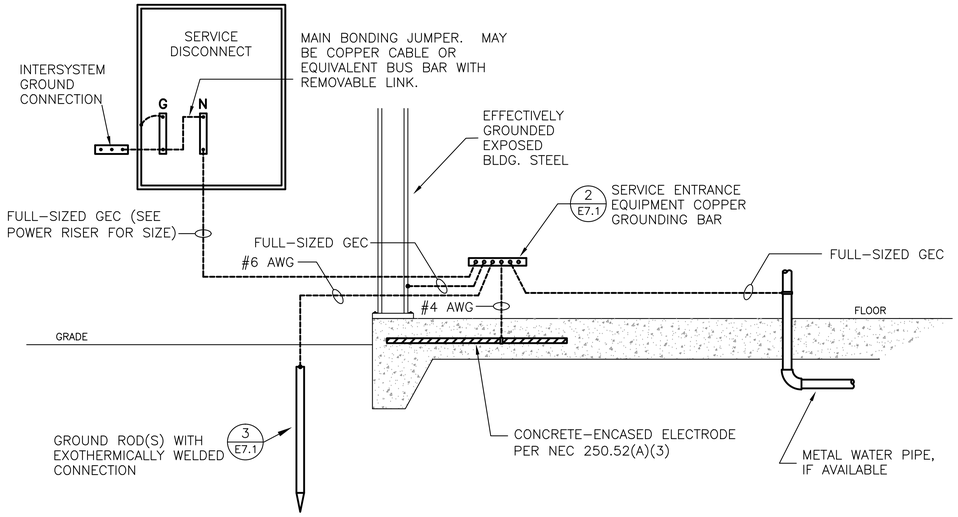
NEW FIRE STATION for
The CITY OF CRESCENT CITY
500 JUNCTION ROAD
CRESCENT CITY, FL 32112

SHEET TITLE
POWER RISER DIAGRAM

DRAWN BY BDF
CHECKED BY CCS

SHEET NO
E6.1

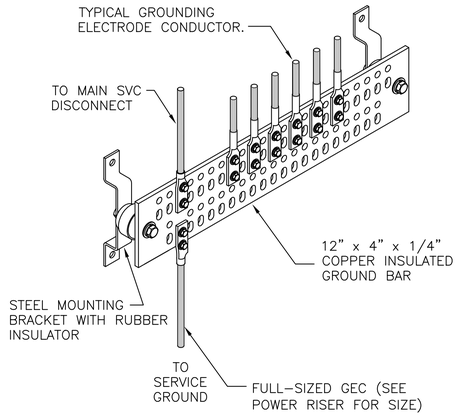
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NOTES:

1. BOND & GROUND ELECTRICAL SYSTEM PER NEC SECTION 250 AND ALL LOCAL CODES AND STATUTES. TEST GROUND PER SPECIFICATION SECTION 16060 TO ENSURE A MAXIMUM RESISTANCE TO GROUND OF 10 OHMS. ADD ADDITIONAL GROUND RODS AS NECESSARY TO MEET THIS REQUIREMENT.
2. WHEN CONDUCTORS ARE SUBJECT TO DAMAGE THEY SHALL BE PROTECTED PER NEC.
3. ALL GROUND ELECTRODE CONDUCTORS SHALL BE COPPER.

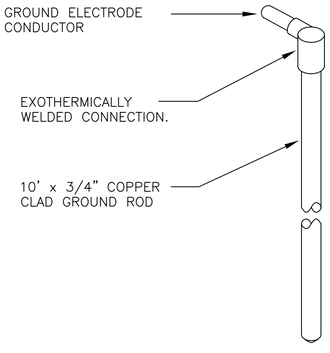
GENERAL GROUNDING DETAIL 1 E7.1
SCALE: NTS



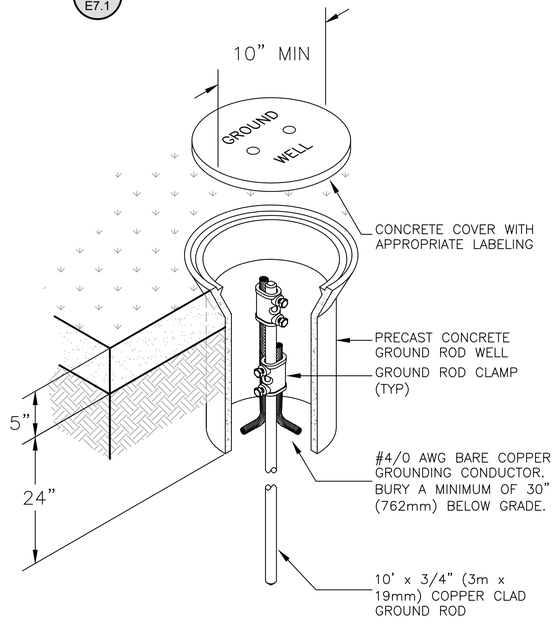
NOTES:

1. IF SERVICE DISCONNECT IS LOCATED OUTSIDE, PLACE GROUND BAR AT CLOSEST ACCESSIBLE LOCATION INSIDE THE BUILDING.

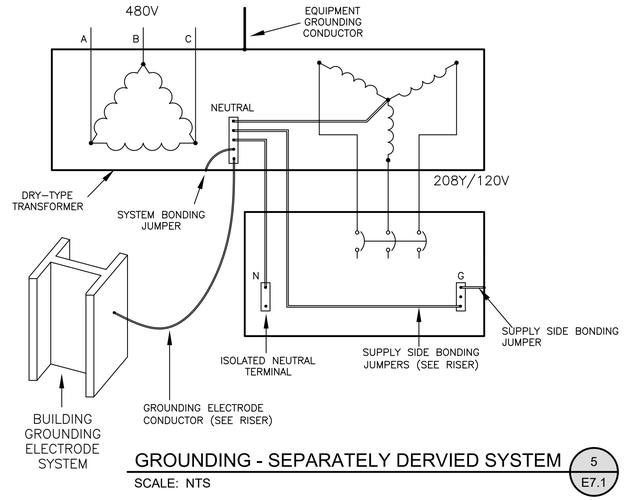
GROUND BAR DETAIL 2 E7.1
SCALE: NTS



TYPICAL GROUND ROD DETAIL 3 E7.1
SCALE: NTS



GROUND ROD WELL DETAIL 4 E7.1
SCALE: NTS



GROUNDING - SEPARATELY DERVIED SYSTEM 5 E7.1
SCALE: NTS

THESE DETAILS ARE THE PROPERTY OF SIMES AND ROSCH ENGINEERING. PERMISSION MUST BE OBTAINED FOR REUSE.

DIMENSIONS ON THIS DRAWING ARE TO BE READ AS PLUS OR MINUS AND SHALL BE FIELD VERIFIED BY THE GENERAL CONTRACTOR PRIOR TO CONSTRUCTION

DATE
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NEW FIRE STATION for
The CITY OF CRESCENT CITY
500 JUNCTION ROAD
CRESCENT CITY, FL 32112

SHEET TITLE
ELECTRICAL DETAILS

DRAWN BY BDF
CHECKED BY CCS

SHEET NO
E7.1

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BIKE FEST 2026

MEMORANDUM

9/8/26

To: Mr. Derek Martin, City Manager

From: CCDP / Christina Marie, Executive Director CMarie

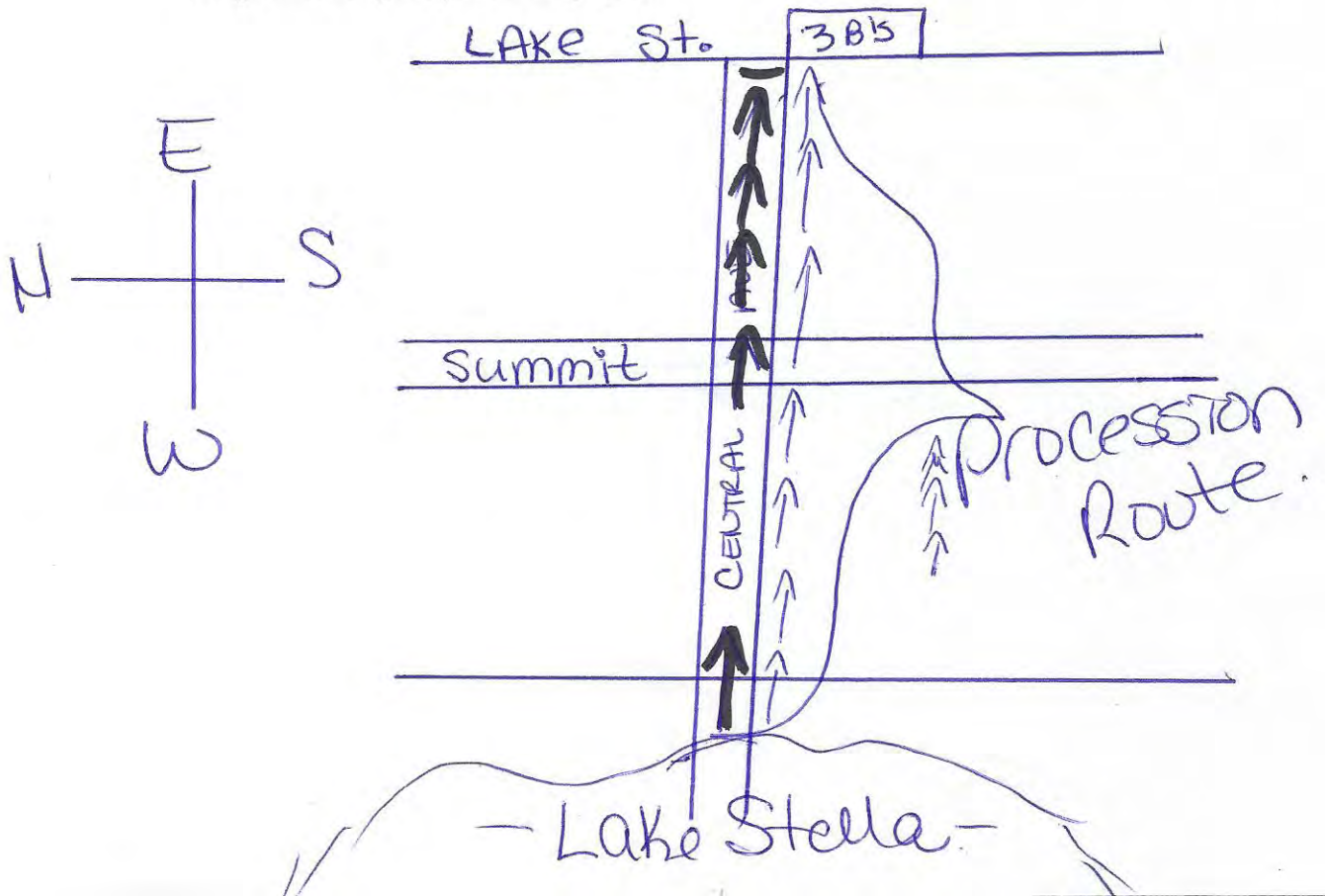
Re: Request for brief road closure for Opening Procession

Dear Mr. Martin,

The CCDP hereby requests permission for a brief road closure for an Opening Procession to kickoff the 2nd Annual Bike Fest event. → 10/24/26.

We would like to stage participants at Lake Stella, they would then proceed east down Central Avenue, crossing Summit and making their way down the east side of Central ending at 3Bananas. We are asking for approximately 10-15 minutes of a road closure on Central at 10am.

Map below per your request:



Clerk

From: Mark Karet <mkaret@zevcohen.com>
Sent: Thursday, September 10, 2026 2:25 PM
To: City Manager
Cc: Assistant CityManager; Clerk; Rebekah Cottle; File
Subject: Historic Preservation workshop proposal 21248
Attachments: Corbett.Dalton Crescent City proposal.pdf; LL Corbett Consulting. 2026.pdf; Dalton Resume.pdf; Christine Dalton CV 2024.pdf

Derek

At last month's City Commission meeting we were directed to identify a qualified historic preservation consultant to assist with the drafting of the historic preservation ordinance. I am pleased to forward the attached proposal from Laura Lee Corbett Consulting, in collaboration with Dalton Studio. Both are highly recommended and Rebekah and I spoke them over the phone and via zoom. The did a lot of preparation for our discussions were knowledgeable on both historic preservation and the Main Street programs and had prepared themselves well on Crescent City.

Rather than moving directly into drafting an ordinance, they recommend beginning with a joint workshop for the City Commission and the Planning & Zoning Commission/Historic Preservation Board. The workshop would help the City clarify its preservation objectives and the direction of its program before specific ordinance provisions are developed, and it would be followed by a written Historic Preservation Policy Framework to guide the next steps. Their proposed fee for this work is $5,000, including their travel.

I think this is a sound approach and wanted to get the proposal in front of you for review. I will follow up with a phone call to discuss it further.

Regards,

Mark

Mark P. Karet, AICP | Director of Planning
ZEVCOHEN & ASSOCIATES INC.
300 Interchange Blvd. | Suite C
Ormond Beach, FL. 32174
P: 386-677-2482 | F: 386-677-2505
mkaret@zevcohen.com | www.zevcohen.com
Find us on Facebook

Laura Lee Corbett Consulting
Historic Preservation and Downtown Revitalization
1422 Devils Dip, Tallahassee, FL 32308 • Ph: 850.264.4611 • fax: 850.597.7759 • LLCorbett@earthlink.net

Mark P. Karet, AICP
Zev Cohen & Associates Inc.
Director of Planning
300 Interchange Blvd. Suite C
Ormond Beach, FL 32174

September 10, 2026

RE: Crescent City Historic Preservation & Certified Local Government Workshop

Dear Mark:

Thank you for meeting with us to discuss Crescent City's historic preservation program and the City's interest in moving forward with a historic preservation ordinance. Based on our discussion, we understand that the City is seeking professional historic preservation assistance to develop an ordinance that will support its pursuit of Certified Local Government (CLG) certification and establish an appropriate framework for the City's local preservation program.

At the same time, Crescent City has undertaken and continues to advance a number of planning, redevelopment, and preservation initiatives that should be considered in determining the objectives and appropriate structure of that program. These include the Vision and Master Plan, CRA Redevelopment Plan update, ongoing Land Development Code update, Central Business District rezoning, recently completed historic resources survey, funded update to the National Register documentation for the Crescent City Historic District, investment in the rehabilitation of New Moon Lodge, consideration of adaptive reuse opportunities for Miller Middle School, façade improvement incentives, and the City's participation in the Florida Main Street program.

Historic preservation is not a one-size-fits-all approach. An ordinance should reflect what Crescent City is seeking to accomplish, the resources and community character it wants to preserve, how preservation relates to the City's other planning and redevelopment initiatives, the level and type of regulation the City considers appropriate, and how the resulting program will be administered. These are important policy considerations that should be discussed before determining the specific provisions of an ordinance.

For this reason, Laura Lee Corbett Consulting, in collaboration with Dalton Studio, proposes to first prepare and facilitate a joint workshop with the City Commission and Planning & Zoning Commission/Historic Preservation Board. The workshop will provide an opportunity to discuss the City's objectives for historic preservation and what it wants its preservation program and ordinance to accomplish. It will also establish a common understanding of Certified Local Government certification and its requirements, the distinction between National Register listing and local historic designation, and the range of regulatory and non-regulatory approaches available to local governments.

The workshop is intended to help the City identify its priorities and desired direction before proceeding with ordinance development. Following the workshop, we will prepare a Historic Preservation Policy Framework documenting the City's identified objectives and priorities, areas of policy direction, outstanding considerations, and recommended next steps. The resulting framework will provide the City with a foundation for determining the appropriate scope and structure of its historic preservation program and proceeding with subsequent ordinance development.

We appreciate the opportunity to work with you on this effort and look forward to assisting the City as it determines the direction of its historic preservation program.

Sincerely,

Laura Lee Corbett

Scope of Work

Laura Lee Corbett Consulting, in collaboration with Dalton Studio, LLC, will develop and present a joint historic preservation workshop for the Crescent City Commission and Planning & Zoning Commission/Historic Preservation Board. The workshop will be structured to provide a foundation for discussion of the City's historic preservation objectives and the future direction of its preservation program.

Workshop Development and Preparation

- Develop a presentation addressing the fundamentals of local historic preservation and the range of approaches available to local governments.
- Explain Certified Local Government (CLG) certification, including the purpose of the program, basic requirements and responsibilities, opportunities associated with certification, and areas in which the City retains discretion in structuring its local preservation program.
- Explain the distinction between National Register listing and local historic designation, including the different purposes and effects of recognition and local regulation.
- Present the range of regulatory and non-regulatory preservation tools available to local governments and illustrate how those tools can be tailored to a community's preservation objectives, resources, administrative capacity, and desired level of regulation.
- Incorporate Crescent City's prior and ongoing planning, redevelopment, and preservation initiatives into the presentation as context for discussing the future preservation program, including the City's planning and redevelopment efforts, historic resources survey and National Register update, preservation and adaptive reuse projects, incentive programs, and ongoing land development regulatory initiatives.
- Develop discussion questions to help identify what the City seeks to accomplish through its historic preservation program, the role historic preservation should play within its broader planning and redevelopment efforts, and the issues that should be considered before specific ordinance provisions are developed.
- Coordinate with the project team regarding workshop scheduling, format, participants, and logistics.

Joint Historic Preservation Workshop

- Travel to Crescent City and conduct an in-person joint workshop with the City Commission and Planning & Zoning Commission/Historic Preservation Board.
- Present the workshop materials and provide examples of the different approaches communities may take to historic preservation, emphasizing that an effective local preservation program should be structured around the individual community rather than a one-size-fits-all model.
- Facilitate discussion regarding Crescent City's preservation objectives, priorities, concerns, desired outcomes, administrative considerations, and the appropriate role and level of local regulation.

- Facilitate discussion of how the City's preservation program can work in conjunction with its existing and ongoing planning, redevelopment, investment, incentive, and land development initiatives.
- Identify areas of agreement, questions requiring further consideration, and policy issues that should be addressed before proceeding with development or refinement of historic preservation ordinance provisions.
- Respond to questions and facilitate discussion throughout the workshop.

Post-Workshop Analysis and Historic Preservation Policy Framework

- Compile and organize the objectives, priorities, concerns, and policy issues identified through the workshop.
- Prepare a written **Historic Preservation Policy Framework** documenting the City's identified preservation objectives and priorities; desired outcomes for the local preservation program; areas of policy direction; considerations regarding the appropriate role and level of local regulation; the relationship of historic preservation to the City's broader planning, redevelopment, incentive, and community investment efforts; and outstanding issues requiring further consideration.
- Identify recommended next steps and policy matters to be resolved as the City proceeds with development of its historic preservation ordinance and local preservation program.
- Provide the final workshop presentation and Historic Preservation Policy Framework in digital format.

Scope Limitations

This scope is limited to development and facilitation of the joint workshop and preparation of the Historic Preservation Policy Framework. Reference to Crescent City's existing and ongoing planning, redevelopment, and preservation initiatives is intended to provide context for the workshop and does not include detailed review or analysis of individual plans, regulations, studies, or projects. Preparation or revision of historic preservation ordinance language, CLG application materials, design guidelines, procedures, forms, or other program implementation documents are not included in this scope.

Professional Services Fee

Five Thousand Dollars ($5,000.00)

The fixed fee includes all professional services necessary to complete the scope of work described above, including workshop development and preparation; preparation of presentation and discussion materials; project coordination; travel; on-site presentation and facilitation by Laura Lee Corbett and Christine Dalton; post-workshop analysis; and preparation of the Historic Preservation Policy Framework.

The fee includes professional time and travel expenses associated with one in-person joint workshop in Crescent City. Services beyond the scope described above, including additional

meetings or workshops, detailed review of City planning or regulatory documents, preparation or revision of historic preservation ordinance language, or other preservation program development and implementation services, may be provided under separate authorization.

Laura Lee Corbett Consulting

Historic Preservation and Downtown Revitalization

1422 Devils Dip, Tallahassee, FL 32308 • Ph: 850.264.4611 • fax: 850.597.7759 • LLCorbett@earthlink.net



Laura Lee Corbett offers a variety of historic preservation services with an emphasis on cultural resource management, community revitalization and not-for-profit development. As a professional architectural historian and historic preservationist, Corbett exceeds the Secretary of the Interior's professional qualifications standards. She assists private sector clients to comply with various cultural resource laws and is experienced in handling Section 106 or Federal undertakings, Developments of Regional Impact and local regulations. She also provides technical assistance to Certified Local Governments. As a FEMA Reservist, Corbett provided more than a decade of service to fulfill the agency's legal responsibilities under various historic preservation laws, Executive Orders and environmental regulations.

Awards & Appointments

11 To Save Committee, 2011 - current
FL Trust for Historic Preservation
Florida State University, Adj. Professor 2014-2022
Florida Preservation Award in Education/Media & Organizational Achievement
FL Trust for Historic Preservation, 2021
Goodwood Museum and Gardens
Board Member, 2015-2022
Leon County Time Capsule Committee
County Commission Appointment, 2013
Florida Chamber Foundation Caucus System
Caucus Member, 2010 - 2012
Tallahassee Trust for Historic Preservation
Chair, 2008-2010; V.P. 2006-2008
Florida Preservation Award in Education/Media
FL Trust for Historic Preservation, 2009
School of Building Arts Advisory Board, SCAD
Board Member, 2005-2008
Jacksonville Historic Preservation Commission
Mayoral Appointment, 1997

Education

MFA, Architectural History
Savannah College of Art and Design, 1997

BFA, Historic Preservation, Interior Design
Savannah College of Art and Design, 1995

Services and capabilities

Annual board retreat & work plan facilitation
Grant writing & administration
Identification of funding sources
Archival and historical research
National Register assessment and nomination
Historic property survey and documentation
Preservation planning & incentives
Study and treatment of historic cemeteries
NEPA/NHPA Section 106 compliance
Military historic resources identification
Museum education
Disaster mitigation
Tribal consultation

Clients

1,000 Friends of Florida
Anser Advisory
Alonzo "Jake" Gaither House Museum
Camp Gordon Johnston Association
Creech Engineering
City of Chattahoochee, FL
City of Havana, FL
Environmental Consulting & Technology
Community Redevelopment Agencies: *Gainesville, Panama City, Pensacola, Quincy*
Episcopal Diocese of Florida
Federal Emergency Management Agency
First Presbyterian Church, Wewahitchka
Florida Agricultural & Mechanical University
Florida Department of State
Garlick Environmental Associates, Inc.
GWES Engineering
Hardeman-Kempton and Associates
Inovia Consulting Group
Jacksonville Historical Society
Main Street organizations: *Chattahoochee, Crestview, EDGE District, Fort Pierce, Havana, Kissimmee, Lincoln Park, Melbourne, Monticello, Old Palm Harbor, St. Cloud, Vilano Beach*
Martin County Historic Preservation Board
Moore Bass Consulting, Inc.
New College of Florida
PBS&J Engineering
St. John's & St. Philip's Episcopal Churches
Southeast Archeological Center (NPS)
T. G. Earnest & Associates
Theresa Schober, RPA
Thomasville Landmarks, Inc.
Washington Co. TDC
Wiregrass Archaeology

HISTORIC PRESERVATION & COMMUNITY PLANNING CONSULTANT

Christine Dalton, AICP, CNU-A is a seasoned historic preservation & community planning consultant specializing in local government historic preservation planning and policy, historic resource survey and inventory, historic preservation, arts & culture, and placemaking education, heritage tourism planning, downtown revitalization, and local and National Register of Historic Places nominations and historic districts. She is a certified planner (AICP) through the American Planning Association and is a Congress for the New Urbanism-accredited professional (CNU-A).



Christine Dalton, AICP, CNU-A

RELEVANT EXPERIENCE

Historic Preservation Planning and Policy

Christine developed and managed historic preservation programs for municipalities as both a local government staff member and a consultant, with extensive expertise in the Certified Local Government (CLG) program. She served as the Historic Preservation Officer and Community Planner for the City of Sanford for 13 years and as a consultant for the City of St. Cloud for 2 years. Over her career, she has processed over 2,000 minor reviews and more than 500 major reviews of Certificates of Appropriateness.

National Register of Historic Places

Christine has secured designations for both individual properties and historic districts on the National Register of Historic Places. Her work involves thorough research, documentation, and preparation of detailed nomination forms that meet National Park Service standards. Her meticulous attention to detail and deep understanding of the nomination process have resulted in numerous successful designations, contributing to the preservation and recognition of historically significant sites.

Placemaking, Arts, and Culture

Christine facilitated the creation of the City of Sanford's Public Art Commission and coordinated all aspects of program development and implementation. Her work resulted in the creation of a public mural program and integration of public art throughout the community. She recently provided guidance to the City of Clearwater on art and culture initiatives within the city's park system. Her experience includes involvement in the development of a multi million-dollar streetscape project, enhancing public spaces and fostering community engagement through thoughtful design and cultural initiatives.

Historic Preservation & Community Planning Education

Christine's experience as an adjunct instructor for over 15 years and curriculum developer underscores her dedication to historic preservation and community planning education. Christine has taught at Rollins College, Seminole State College, and the New York School of Interior Design (NYSID). Her courses have included Historic Preservation, Nature in the City, Traditional Town Planning, and an annual intensive historic architecture field study on the island of Nantucket. As the Interim Coordinator for the Master of Professional Studies in Preservation of the Historic Interior at NYSID, she designed a comprehensive curriculum focusing on sense of place, public realm, and historic interiors. Her educational programs for municipalities and nonprofits have enhanced awareness and engagement in preservation, planning, and architectural studies.

REGISTRATIONS:
American Institute of Certified Planners, #024473, 2010
Congress for the New Urbanism Accredited Professional

EDUCATION:
Master of Arts in Historic Preservation – Goucher College, 2009

Bachelor of Arts, Environmental and Growth Management Studies Minor in Business Administration – Rollins College, 2003

Associate in Science, Architectural Design and Construction Technology Associate in Arts, General Studies – Seminole State College, 2001

AFFILIATIONS:
Regional Ambassador, Florida Trust for Historic Preservation

Chapter Delegate, American Planning Association, Florida

SCHOLARSHIPS:
Victorian Society in America, 2022 Newport Summer School

National Trust for Historic Preservation, 2017 Preservation Leadership Training Program

YEARS OF EXPERIENCE
TOTAL: 25

CHRISTINE DALTON, AICP

CONTACT

christine@christinedalton.com

(407) 734-0106

P.O. Box 739
Mt. Dora, Florida 32756

BOARDS

Regional Ambassador, Florida Trust for Historic Preservation

Chapter Delegate American Planning Association, Florida

CERTIFICATION

American Institute of Certified Planners

AWARDS

2018 Florida American Planning Association, Planning Project, Paw Park Village

2018 Florida Trust for Historic Preservation, Adaptive Use, Venue 1902

2015 Florida Trust for Historic Preservation, Infill Design, Sanford Avenue Streetscape

2015 Florida Trust for Historic Preservation, Education/Media, Georgetown Heritage Markers

2015 Sanford Historic Trust, City-Wide Community Improvement

2014 Florida Trust for Historic Preservation, Education/Media, Heritage Tourism in Sanford

EXPERIENCE

Historic Preservation Consultant
Dalton Studio, LLC | September 2018 - Present (Central Florida)

Specializing in Local Government & Community Planning, Downtown Revitalization, Heritage Tourism, Historic Resource Surveys, Survey & Inventory, Historic Structures Reports, and National Register Nominations.

Interim Coordinator
Master of Professional Studies in Preservation of the Historic Interior
New York School of Interior Design | January 2022 - December 2022 (New York, New York)

Responsibilities in this role included creation of a curriculum for the proposed MPS degree program, including course sequence, descriptions, content, and projects, as well as pursuit of New York State accreditation for the program. The MPS degree was designed specifically for interior design students and professionals aspiring to focus on adaptive use, historic interiors, and existing building stock.

Adjunct Instructor, Historic Preservation
Adjunct Instructor, Historic Preservation Fieldwork, Nantucket MA
New York School of Interior Design | January 2021 - Present (New York, New York)

Coursework introduces students to the special issues facing interior designers when working within historic buildings or interiors and focuses on the theories and methods used to research, preserve and adapt historic buildings, their interiors, and furnishings. The Historic Preservation course is expanded upon in an experiential learning environment during a 10-day field study on the island of Nantucket, MA.

Adjunct Instructor, Historic Preservation
School of Engineering, Design, and Construction
Seminole State College | August 2017 - August 2022 (Sanford, Florida)

Coursework concentrates on materials and methods used to preserve and adapt historic interiors for American buildings dating from the mid-18th to mid-20th centuries.

Adjunct Instructor, Introduction to Historic Preservation
Department of Environmental Studies
Rollins College | January 2009 – May 2020 (Winter Park, Florida)

Coursework addresses the role of historic preservation in environmental and economic sustainability.

Community Planner & Historic Preservation Officer
City of Sanford | February 2006 - September 2018 (Sanford, Florida)

Responsible for city-wide Historic Preservation, Community Planning, and Public Art administration and programs.

CHRISTINE DALTON, AICP

CONTACT

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(407) 734-0106

P.O. Box 739
Mt. Dora, Florida 32756

BOARDS

Regional Ambassador, Florida Trust for Historic Preservation

Chapter Delegate American Planning Association, Florida

CERTIFICATION

American Institute of Certified Planners

CLIENTS

City of St. Cloud
St. Cloud Main Street
RJHA Architects
Casa Feliz
Brooksville Main Street
City of Clearwater

EDUCATION

Victorian Society in America
2022 Newport Summer School, Scholarship Recipient
2022 (Newport, Rhode Island)

National Trust for Historic Preservation
Preservation Leadership Training Program
Capstone Project: *Preserving History, Building Community in Birmingham Birmingham Civil Rights National Monument*
2017 (Birmingham, Alabama)

Goucher College
Master of Arts in Historic Preservation
Graduate Thesis: *Identifying Preservation Values in African American Communities: Interpretation of the National Register Criteria*
2009 (Baltimore, Maryland)

Rollins College
Bachelor of Arts, Environmental and Growth Management Studies
Minor in Business Administration
2003 (Winter Park, Florida)

Seminole State College
Associate in Science, Architectural Design and Construction Technology
Associate in Arts, General Studies
2001 (Sanford, Florida)

EXTRACURRICULAR

Florida Trust for Historic Preservation
Regional Ambassador, Region 4
March 2020 - Present

Responsible for the coordination of preservation activities on behalf of the Florida Trust for Historic Preservation, specifically in Alachua, Citrus, Gilchrist, Lake, Levy, Marion, Orange, Seminole, and Sumter counties.

Florida Trust for Historic Preservation
Chair, Regional Council Committee
October 2021 - Present

Responsible for ongoing education, outreach, and coordination of regular meetings for regional ambassadors of the Florida Trust for Historic Preservation, statewide.

Florida Trust for Historic Preservation
Co-Chair, Programs and Education Committee
February 2022 - Present

This committee is responsible for the coordination of programing for the annual preservation conference, Insider Tours, and monthly webinars.

To: Derek Martin, City Manager

From: Lisa Kane DeVitto, on behalf of
Dan Dodge, President, Fruitland Peninsula Historical Society

Re: City of Crescent City Historic Preservation Ordinance No. 18 – 02

Date: September 16, 2026

At a recent Board meeting, the Fruitland Peninsula Historical Society (FPHS) discussed the state of City ordinances that relate to protection of historic structures, with an emphasis on the prevention from demolition. The decision was made to recommend to the City Commission the consideration for re-enactment of Ordinance 2018-02, an amendment to the Land Development Code in 2018.

Background and highlights of Ordinance 2018-02:

-- It was believed that Ordinance 2018-02 was enacted as part of the update to the Central Community Redevelopment Area (CRA) that year, and creation of the North and South CRA's. The Ordinance was not brought to light until identified in paperwork by former City Manager Charles Rudd. Efforts were made to implement provisions of the Ordinance, including appointing members to serve as part of the Historic Preservation Board, and convening meetings of that Board

-- Although a part of the Land Development Code in 2018, it is not clear that Ordinance 2018-02 was considered in the drafting process of the current Land Development Code that began in 2022.

-- Highlights of the Historic Preservation Ordinance 2018-02:

* Expressly implemented provisions of the Comprehensive Plan relating to Historic Preservation and Housing

* Stated the intent to preserve the historic and archeological heritage of the City, and to provide architectural standards for the structures listed in the 1995 National Register Historic District and attached the list of the contributing structures as Appendix 1.

* Stated the intent to foster civic pride in the activities of past inhabitants

* Established a broad scope – included but not limited to structures listed on the Florida Master Site File and the National Register of Historic Places, as well as a Local Register of Historic Places to be created, along with a process for nomination.

* Addressed and prohibited the alteration, relocation, construction or demolition of certain historic structures, though which ones and the process to be followed seemed incomplete or unclear

Continued on page 2 of 2.

Note: Commissioner DeVitto and Commissioner Laurie are both members of the FPHS Board. To comply with Florida Government in the Sunshine Laws, the FPHS Board discussion and vote on this topic took place without Commissioner Laurie being present or participating.

* Addressed the need for approvals for modification of historic buildings to preserve historic integrity and established a process; specifically adopted the Florida Building Code, Existing Building Code, As Amended, incorporated by reference

* Provided for a Historic Preservation Board, and included in its responsibilities, promotion of historic preservation and also to assist owners of historic structures in applying for state and federal funds

* Recognized that the Central CRA was almost completely within the Historic District and noted that the CRA Plan of 2018 placed emphasis on assuring that new construction in the Central CRA would promote the historic architecture of the City as provided in the Land Development Code

ORDINANCE NO. 18-02

AN ORDINANCE OF THE CITY OF CRESCENT CITY, FLORIDA, AMENDING THE HISTORIC PRESERVATION PROVISIONS IN SECTION 3.6 OF THE LAND DEVELOPMENT CODE TO PROVIDE CLARIFICATION AND TO UPDATE THEM TO INSURE THE RELEVANT PROVISIONS ARE CONSISTENT WITH AMENDMENTS TO THE CRESCENT CITY COMMUNITY REDEVELOPMENT AREA PLAN (CRA PLAN); PROVIDING FOR SEVERABILITY AND FOR AN EFFECTIVE DATE

WHEREAS, the City Commission and the City's CRA Board recently approved amendments to the CRA Plan that make specific reference to historic preservation and related architectural standards that necessitate some updates to the Land Development Code to maintain consistency between the Code and the CRA Plan: and

WHEREAS, the Planning and Zoning Commission, the City's Land Planning Agency, has reviewed these proposed changes to Section 3.6 of the Land Development Code as set forth herein, finds them consistent with the Comprehensive Plan and the CRA Plan, and recommends adoption of same;

NOW THEREFORE, BE IT ENACTED by the City Commission of the City of Crescent City, Florida, that:

SECTION I. The Historic Preservation provisions in Section 3.6 of the Crescent City Land Development Code shall be amended to read as follows:

3.6. Historic preservation. ~~**(Transfer and re-codification of Code of Ordinance Sections 15-111 through 12-124)**~~

3.6.1. Short title.

This Section shall be known and may be cited as the Crescent City Historic Preservation Ordinance.
(Ord. No.9215, § 1, 12-10-92)

3.6.2. Relationship to the comprehensive plan.

This article implements and furthers the following objectives and policies of the comprehensive plan:

(1) *Future land use element:*
Objective A.1.5

Policy A.1.5.1
Policy A.1.5.2
Policy A.1.5.3
Policy A.1.5.4
Policy A.1.9.3.A.9

(2) *Housing element:*
Objective C.1.5
Policy C.1.5.1
Policy C.1.5.2
Policy C.1.5.3
(Ord. No. 9215, § 2, 12-10-92)

3.6.3. Intent and purpose.

It is the intent and purpose of this article to:

1. Preserve the historic and architectural heritage of the city.

2. Provide, where possible, programs which will assist in the rehabilitation and adaptive use and reuse of historically and architecturally significant structures.

3. Provide architectural standards for rehabilitative and new construction inside the established historic district boundaries that are reasonable, achievable and consistent with the architecture and character of structures identified as contributing structures for the establishment of the Historic District in 1995. The list of contributing structures identified in 1995 is set forth as Appendix 1 to this Chapter.

3. The foster civic pride in the activities of past inhabitants of the city ~~(Ord. No. 9215, §3, 12-10-92)~~

~~3.6.4. Findings of fact.~~

~~1. Florida Statutes § 163.3202 requires that local governments adopt land development regulations within one year after submission of its revised comprehensive plan.~~

~~2. Local land development regulations shall contain specific and detailed provisions necessary or desirable to implement the adopted comprehensive plan.~~

~~3. The city commission desires to protect the historical heritage of the city~~

~~4. The city commission held public hearings and accepted public comment, made revisions and found this article to be consistent with and further the intent of the comprehensive plan. (Ord. No. 9215, § 4, 12-10-92)~~

3.6.~~54~~54. Applicability.

The provisions of this article shall apply to all sites in the city designated by the City Commission, upon the recommendation of the Historic Preservation Board, as being an historical structure. This will include ~~hut~~ but not be limited to all historic sites listed on the Florida Master Site File and National Register of Historic Places.
(Ord. No. 9215, § 5, 12-10-92)

3.6.~~65~~65. Designation of the ~~planning~~ Planning and ~~zoning~~ Zoning ~~commission~~ Commission as the city historical preservation board.

1. The ~~city commission~~City Commission designates the ~~planning and zoning commission~~Planning and Zoning Commission to function also as the city historical preservation board.

2. The ~~planning and zoning commission~~Planning and Zoning Commission consists of five (5) residents appointed by the ~~city commission~~City Commission. When functioning as the Historical Preservation Board, this commission may be increased by two additional members appointed by the ~~city commission~~City Commission, the two additional members having demonstrated an interest in and knowledge of historic preservation.
(Ord. No. 9215, § 6, 12-10-92)

3.6.~~76~~76. Authority of the ~~historic preservation board~~Historic Preservation Board in historic preservation matters.

The ~~historic preservation board~~Historic Preservation Board in its function of historic preservation shall have the responsibility to perform the following duties:

1. Identify for the ~~city commission~~City Commission historically significant structures and sites that should be considered for designation as a "Local Historic Landmark" or be nominated for listing in the Florida Master Site File and the National Register of Historic Places.

2. Recommend to the ~~city commission~~City Commission historically significant structures and sites for potential acquisition by the city

3. Recommend policies and regulatory standards to the ~~city council~~ City Commission that will further the protection of historically significant structures and sites.

4. Coordinate with the ~~department~~ Department of ~~state~~State, ~~division~~ Division of ~~historic~~ Historic ~~resources~~Resources, to identify additional historic/archaeologically significant sites in the city.

5. Promote public awareness of historic preservation and its community benefits.
~~(Ord. No. 9215, § 7, 12-10-92)~~

3.6.~~8~~7. Creation of a ~~local~~ Local ~~register~~ Register of ~~historic~~ Historic ~~places~~Places.

A ~~local~~ Local ~~register~~ Register of ~~historic~~ Historic ~~places~~ Places is hereby created as a means of identifying and ~~classifying~~ designating sites, buildings, and objects within the city as historically or architecturally significant and through such identification protect such sites, buildings or objects from possible destruction. ~~(Ord. No. 9215, § 8, 12-10-92)~~

The Local Register of Historic Places shall be kept on file and available to the public at City Hall, with an updated copy placed on the City's website.

3.6.~~9~~8. Initiation of motion to place a site, building or object on the ~~local register of historic places~~Local Register of Historic Places.

1. Nominations for ~~the placement of~~ designating sites, buildings or objects ~~on~~ for the ~~local register of historic places~~Local Register of Historic Places ~~may~~ must be initiated by the owner ~~or an interested citizen of the city~~. The nomination shall be made to the ~~historic preservation board~~Historic Preservation Board, which after deliberation in a public hearing shall forward the nomination with board recommendation to the ~~city commission~~City Commission for further consideration and review; and in public hearing the ~~city commission~~City Commission shall make its determination whether or not to ~~include~~ designate the subject property ~~within~~ for the ~~local register of historic places~~Local Register of Historic Places.
~~(Ord. No. 9215, § 9, 12-10-92)~~

~~2. If the nomination for designation comes from anyone other than the owner, the owner must receive 30 days written notice to the last known address in the Putnam County Property Appraiser's records or by posting at the property if the City is unable reach the owner by mail.~~

~~3. Within 90 days from the effective date of this Section, the Historic Preservation Board shall review the list of contributing structures identified in Appendix I and determine which structures should be considered for official listing on the Local Register of Historic Places.~~

3.6.~~10~~9. Criteria for listing on the ~~local register of historic places~~Local Register of Historic Places.

A site, building or object must meet all the following criteria before being considered for listing on the ~~local register of historic places~~Local Register of Historic Places:

1. The site, building or object should have a history of 50 years or more.

2. The site, building or object should not have been so altered over time that the overall integrity of the facility or object has been irretrievably lost.

3. The site, building or object is associated with events that are significant to local history.

4. The placing of the site, building or object on the ~~local register of historic places~~Local Register of Historic Places will not deprive the owner of the use or value of the property.
~~(Ord. No. 9215, § 10, 12-10-92)~~

3.6.~~11~~10. Effect of listing on the ~~local register of historic places~~Local Register of Historic Places, the Florida Master Site File or the National Register of Historic Places.

1. When a site, building or object is placed on any of the above-referenced listings, no demolition, alteration, relocation or construction activity may take place on the facility or object except in accord with section 3.6.~~13~~12 and 3.6.13.
~~(Ord. No. 9215, § 11, 12-10-92)~~

2. Listing on the Local Register of Historic Places will qualify a structure located inside the Central CRA for a façade improvement grant, regardless of type of use, provided the use is lawful.

3.6.~~12~~11. Protection/preservation of historically significant sites, buildings or objects.

1. The ~~historic preservation board~~Historic Preservation Board will assist owners of historically significant sites, buildings or objects in applying for state and federal funds that may be available for historic preservation.

2. The ~~historic preservation board~~Historic Preservation Board shall coordinate with the Florida Department of State, Division of Historic Preservation, to acquire resources for further investigation of possible historical sites, buildings or objects in the city.

3. The ~~historic preservation board~~Historic Preservation Board shall recommend terms and conditions for granting permits to excavate or otherwise disturb sites designated as historically significant. Such recommendations shall be forwarded to the ~~city commission~~City Commission for consideration and action. A member of the ~~historic preservation board~~Historic Preservation Board shall oversee the conduct of excavation activities where such excavation is permitted by the ~~city commission~~City Commission.
~~(Ord. No. 9215, § 12, 12-10-92)~~

3.6.~~13~~12. Rehabilitation, moving and use of historic structures.

1. *Rehabilitation*: Modernization of historic buildings such as the addition of plumbing, electrical appliances, air conditioning, insulation, etc., can jeopardize the architectural integrity of the structure and so requires the approval of the ~~historic preservation board~~Historic Preservation Board. Chapter 11 – Historic Buildings, 2010

Florida Building Code Existing Building, as amended, is incorporated herein by reference ~~as a requirement of this article~~ and shall govern building permits and inspections when the rehabilitation of a qualified historical building has been approved.

2. *Moving*: The relocation of a qualified historical building may only be permitted upon approval of the ~~city commission~~City Commission and shall be performed only by a licensed firm specializing in the moving of structures.

3. *Non-conforming Structures and Uses:*

a. **Nonconforming Structures** that have been designated as being historically significant ~~shall~~ may be exempted from the provisions of the city's ~~Zoning Code pertaining to~~ non-conforming ~~uses~~structure provisions of the Land Development Code if such an exemption is determined by the Historic Preservation Board to promote the intent and purpose of this section as outlined in section 3.6.3 above.

b. **Nonconforming Uses** may be permitted in structures ~~The owner(s) of a~~ designated historically significant regardless of whether such use is listed as an allowed use or a conditional use in the Land Development Code for the zoning district in which the historic structure is located, provided the use is consistent with the City's Comprehensive Plan. ~~structure may petition~~ The property owner must submit an application for a Conditional Use Permit to the ~~planning and zoning commission~~Planning and Zoning Commission ~~for a special exemption~~ to allow the proposed nonconforming use and demonstrate that it will ~~for any type of use that would~~ serve to perpetuate the viable contemporary utilization of the historic structure. ~~regardless of whether such use is permitted by special exemption in the zoning district in which the historic structure is located~~. The procedure for issuance of the conditional use permit ~~special exemption~~ shall be the same as that set forth in the city's ~~Zoning Code, to the extent applicable~~Land Development Code. Compatibility with active, adjacent land uses may still be considered and balanced against the intent and purpose of historic preservation.

~~(Ord. No. 9215, § 13, 12-10-92)~~

3.6.~~1~~413. Permits for Designated Structures.

1. *Required*: A permit ~~authorized by~~from the ~~historic preservation board~~Historic Preservation Board must be acquired before a structure designated in the ~~local~~ Local ~~register~~ Register of ~~historic~~ Historic ~~places~~ Places may be rehabilitated or modernized. Structures on the state and national registers are controlled by state and federal guidelines.

2. *Criteria for Issuing Permits.* The determination for the issuance of a permit for remodeling, rehabilitation or moving of a designated historical structural shall be based upon all the following:

a. The impact of the proposed remodeling/rehabilitation activity on the physical

historical integrity of the structure.

b. The impact of a proposed relocation on the locale from which the structure is to be moved.

c. Whether the building or object can be moved without damage to its physical integrity.

d. Whether the proposed relocation area is compatible with the historical and architectural character of the building or object.

~~(Ord. No. 9215, § 14, 12-10-92)~~

3.6.14 Architectural Standards for New Construction Inside the Historic District

1. New construction inside the Historic District shall be governed by the Architectural Standards set forth in Sections 6.12 and 6.13 of the Land Development Code.

2. The Central CRA lies almost entirely within the Historic District; and pursuant to the CRA Plan, as amended, special emphasis is placed on ensuring that new construction inside the Central CRA District shall promote the historic architecture of the City as codified in section 6.13.3, Land Development Code.

This amendment to the Land Development Code shall become effective upon the date of adoption and Staff is directed to incorporate the amendment into the unified Land Development Code.

APPROVED AND ADOPTED by the City Commission of the City of Crescent City at its regular meeting assembled this 14th day of June 2018.

FIRST READING May 10, 2018
SECOND READING June 14, 2018

Brett W. Peterson, Mayor

Attest:

Patrick Kennedy, City Manager

Approved as to Form and Legality

Jay Ashury, City Attorney