



# CITY OF LYNN HAVEN, FLORIDA

## AGENDA NOTICE

THE PUBLIC IS INVITED TO ATTEND

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### CITY COMMISSION MEETING TUESDAY FEBRUARY 10TH, 2026 – 5:30 P.M. WALTER T. KELLEY CHAMBERS – CITY HALL - 825 OHIO AVENUE

| Item                                                                                                                                                            | Page    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| 1. Call to order.                                                                                                                                               |         |
| 2. Invocation and the Pledge of Allegiance.                                                                                                                     |         |
| 3. Additions, Deletions, Modifications of Agenda.                                                                                                               |         |
| 4. Arc presentation by Mr. Ron Sharpe.                                                                                                                          |         |
| <b>CONSENT AGENDA:</b>                                                                                                                                          |         |
| 5. Approval of Minutes dated 01/29/26.                                                                                                                          | 2-11    |
| 6. To appoint Johnnie Beshearse to the Finance Review Committee to replace Mr. McCambry, who resigned.                                                          | 12-14   |
| 7. To declare LHFD mobile air unit as surplus and auction off on GovDeals.                                                                                      | 15-21   |
| <b>**MOTION NEEDED TO APPROVE CONSENT AGENDA</b>                                                                                                                |         |
| <b>OLD BUSINESS</b>                                                                                                                                             |         |
| <b>PUBLIC HEARING</b>                                                                                                                                           |         |
| 8. Second Reading of Ordinance 1176-AR Comp Plan Amendments. <b>(Planning Specialist)</b>                                                                       | 22-110  |
| <b>TABLED ITEMS</b>                                                                                                                                             |         |
| None.                                                                                                                                                           |         |
| <b>NEW BUSINESS</b>                                                                                                                                             |         |
| 9. Discussion and possible approval of voting for two new members from the applications received for the Planning Board. <b>(Planning Specialist)</b>           | 111-139 |
| 10. Discussion and possible approval of Resolution 2026-02-518 Agreement with EPSS for replacement catwalk for Digester 4 at AWT. <b>(Interim City Manager)</b> | 140-147 |
| 11. First Reading only of Ordinance 1185 Amending the Code of Ordinances to Prohibit Smoking and Vaping in City Parks. <b>(City Attorney)</b>                   | 148-152 |
| 12. Discussion only about the city hiring a new Building Official. <b>(Commissioner Tinder)</b>                                                                 |         |
| 13. Public Commentary.                                                                                                                                          |         |
| 14. Mayor's Report.                                                                                                                                             |         |
| 15. Commissioners' Reports.                                                                                                                                     |         |
| 16. Interim City Manager's Report.                                                                                                                              |         |
| <b>A. Finance Report.</b>                                                                                                                                       | 153-166 |
| 17. City Attorney's Report.                                                                                                                                     |         |
| 18. Adjourn.                                                                                                                                                    |         |

\*\*IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING, THEY WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE THEY MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS BASED. FLORIDA STATE STATUTE 286.0105. \*\*IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT AND FLORIDA STATUTES, 286.26, PERSONS WITH DISABILITIES NEEDING SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT CITY HALL NO LATER THAN 48 HOURS PRIOR TO THE PROCEEDING AT TELEPHONE 850-265-2121 FOR ASSISTANCE; IF HEARING IMPAIRED, TELEPHONE THE FLORIDA RELAY SERVICE NUMBERS, (800) 955-8771 (TDD) OR (800) 955-8770 (VOICE) FOR ASSISTANCE.

**Mayor Dave Lowery**

**Commissioners Sam Peebles | Pat Perno | Jamie Warrick | Judy Tinder**

**Interim City Manager Chris Lightfoot**

**City Attorney Amy Myers**

**TUESDAY, JANUARY 29, 2026  
CITY COMMISSION MEETING – 5:30 P.M.**

**Present:** Dave Lowery, Mayor  
Sam Peebles, Mayor Pro Tem  
Pat Perno, Commissioner  
Jamie Warrick, Commissioner  
Judy Tinder, Commissioner  
Chris Lightfoot, Interim City Manager  
Sergeant at Arms  
Amy Myers, City Legal Counsel

**Apologies:** None

**Item # 1. Call to order.**

Mayor Lowery called the meeting to order at 5:30 P.M.

**Item # 2. Invocation and the Pledge of Allegiance.**

The invocation was given by Police Chaplain Frank Stephens followed by the Pledge of Allegiance.

**Item # 4. Additions, Deletions, and/or Modifications to the Agenda.**

Commissioner Peebles - to discuss the way forward for selecting a new city manager (15)

Commissioner Tinder - to add an item to discuss the city clerk.(16)

Mayor Lowery - to discuss zoning in preparation for the next meeting. (17)

Motion by Commissioner Peebles to add all three items.

Second to the Motion: Commissioner Tinder

On Vote:

|         |     |
|---------|-----|
| Peebles | aye |
| Tinder  | aye |
| Perno   | aye |
| Warrick | aye |
| Lowery  | aye |

Motion passed: 5-0

**CONSENT AGENDA**

**Item # 4. Approval of Minutes dated 01/13/26 - Regular meeting & 01/20/26 Special Meeting.**

**Item # 5. Approval to declare Thermal Imager Cameras as surplus back to Municipal Equipment for buy back program credit of \$4,500.**

Motion by Commissioner Perno to approve all items on the consent agenda.

Second to the Motion: Commissioner Peebles

On Vote:

|         |     |
|---------|-----|
| Perno   | aye |
| Peebles | aye |
| Tinder  | aye |
| Warrick | aye |
| Lowery  | aye |

Motion passed: 5-0

**OLD BUSINESS**

None.

**TABLED BUSINESS**

None

**NEW BUSINESS**

**Item # 6. Employee of the 4th Quarter 2025.**

The Assistant City Manager explained and presented the award to Harold Bramton from the IT department.

**Item # 7. Discussion and possible approval of Resolution 2026-01-514 FY 2025-2026 Budget Adjustment.**

The Director of Finance explained the item.

The Interim City Manager Read the resolution by title only.

Mayor Lowery opened the floor to the commission for discussion. There were none.

Motion by Commissioner Perno to approve of Resolution 2026-01-514 FY 2025-2026 Budget Adjustment.

Second to the Motion: Commissioner Peebles

Mayor Lowery opened the floor to the public for comments.

Commissioner Tinder – What happens to the purchase orders if those prices change? Mrs. Roman – those prices are locked in the purchase orders.

On Vote:

|         |     |
|---------|-----|
| Perno   | aye |
| Peebles | aye |
| Warrick | aye |
| Tinder  | aye |
| Lowery  | aye |

Motion passed: 5-0

**Item # 8. Discussion and possible approval of Resolution 2026-01-515 Amending the Fee Schedule.**

The Interim City Manager read the resolution by title only.

The Deputy Director of Finance explained the item as reported.

Mayor Lowery opened the floor for discussion by the commission.

Commissioner Peebles – Keep the proposed prices the same for Lynn Haven and increase them by \$10 for non-residents. Mrs. Marsh – Mr. Ward said it was difficult to determine who are residents and who are not. Commissioner Peebles – let's put it in the policy now and we can sort out the implementation later.

Commissioner Peebles – for a future agenda item to discuss contracted naming rights to the fields with those funds going toward an enterprise fund. Commissioner Peebles will get together with Mr. Ward to discuss presenting this. Commissioner Warrick – we don't normally transfer funds from general to enterprise though, do we? Mrs. Roman – that is not our normal practice. It would make more sense for it to go straight to the stormwater.

Commissioner Peebles - \$100 fee to use the gazebo at Cain Griffin – would like to put that back in there to allow someone to reserve it if they wish.

Commissioner Warrick – had a handout comparison for water meter re-read rates throughout the county and has no problem with lowering our re-read fee. Mrs. Roman – last fiscal year we had 12 re-reads. Further discussion ensued. Commissioner Warrick would like to keep the meter testing fee at \$50 and the re-read fee at \$25.

Motion by Commissioner Perno to approve of Resolution 2026-01-515 Amending the

Fee Schedule, with three provisions that non-residents be charged an additional \$10 for non-residents; putting the \$100 rental fee & \$100 refundable cleaning fee back for the gazebo at the Cain Griffin Park; and reduce re-read fee to \$25.

Second to the Motion:

Commissioner Tinder

Mayor Lowery opened the floor for discussion by the public.

Mr. Beshearse – charging non-residents extra should not be a problem because we already charge extra for the garden club and other things for non-residents. Plus, additional for pickleball etc.

Mr. Scray – you have a list of all Lynn Haven residents to collect trash. Concerned about the construction fees going up, specifically about when it will be assessed, and having to pay additional for reinspection. Encourages the commission to review the ULDC. Commissioners should be doing workshops to update the ULDC line-by-line.

Mr. Langford – thanks for the idea of alternative ways to fund stormwater. The commission needs to come up with what the top priorities are in Lynn Haven, then discuss funding. Spoke further about the fee increases with the sports and get ready to explain why. Mr. Lightfoot – even the proposed fees are cheaper than anywhere else in the county, and we operate at a revenue loss with the sports department.

On Vote:

|         |     |
|---------|-----|
| Perno   | aye |
| Tinder  | aye |
| Peebles | aye |
| Warrick | aye |
| Lowery  | aye |

Motion passed: 5-0

**QUASI-JUDICIAL PUBLIC HEARING – Opens (6:06pm)**

**Item # 9. Discussion and possible approval of Development Order Application – Bay Breeze Shores parcel #08550-000-000.**

*The City Attorney swore in all who wished to speak and checked with the commissioners for ex-parte communications.*

*Commissioner Perno - spoke with a few residents who were all against the development.*

*Mayor Lowery - spoke with one resident who was against the development.*

*Commissioner Warrick – spoke with a resident who was against the development.*

*Commissioner Tinder - spoke with three residents who were all against the development.*

The Planning & Development Specialist explained the item in the attached report.

Mayor Lowery opened the floor to the commission for discussion.

Mayor Lowery asked what the staff analysis is and the recommendation? Ms. Harrison – it meets all the requirements.

Mayor Lowery – The Planning Board denied the request for DO.

Commissioner Tinder – does this have a lot to do with incompatibility? Mrs. Myers – the rules state that the city shall determine the compatibility when they hear all the public comments.

Commissioner Warrick – did the Planning Commission not deny the proposal? Mrs. Myers – no, the motion to deny was voted down so it defaults to an approval.

**APPLICANT/REPRESENTATIVE:**



Brad Harris (engineer for the proposal) – happy to take questions. There were none.

**Comments by affected parties:**

Mr. Stone – spoke against the development.

Mrs. Outwell – spoke against the development.

Mr. Flynn – spoke against the development.

Ms. Turpen – spoke against the development.

Commissioner Tinder – isn't this the same project that was approved last year for 34 apartments?

Mrs. Harrison – it was approved for duplexes.

Mr. Paul Sims – spoke against the development.

Mayor Lowery asked Mrs. Harrison if there were compatibility concerns with this application when it was submitted and reviewed. Ms. Harrison explained this property does have permissible use. Mrs. Myers – staff's analysis will simply be if it is a pass or fail regarding the minimum requirements. Mayor Lowery – we probably need to add a next level of analysis for next time, like impact on neighbors. Mrs. Myers – at this stage in the process certainty is not required.

Commissioner Warrick – the city needs to update the comprehensive plan and ULDC – that is the commission's job. Staff's job is just to check if it passes the current code or not.

Mayor Lowery – would like to set a workshop for some time in the next 60 days to discuss the ULDC.

Commissioner Warrick – there are development order applications he does not like, but if they follow our codes, we cannot deny them. This one says we can determine this individually depending on compatibility. More discussion ensued.

Mr. Sims – spoke out against the development.

Mr. Scray – spoke against the development.

Mr. Turpen – spoke against the development.

Mr. Shands – spoke against the development.

Mr. Detweiler – was sworn in – spoke against the development.

Mrs. Moore – was sworn in - spoke against the development.

**APPLICANT RESPONSE:**

Ms. Dana – said they believed the residents don't want any development of any kind on this property. Stated that these are not trailer homes. They are modular homes. The county has approved of this development.

Commissioner Tinder – asked if there is a particular reason they are not building the previous development. Applicants said they were unable to sell those homes, so they decided to build something less expensive.

Commissioner Tinder – will they be on stilts? Applicant – no, there will be infill and blocks.

Mayor Lowery – other trailer parks are generally located near main amenities. Was this considered?

Applicant – we are reducing the number of homes that were originally approved. Those residents can walk to various locations or ride a golf cart.

Commissioner Perno – you can't take a golf cart through that grassy point, so you don't have access.

Commissioner Tinder – are you planning on building one completely as a sales tool like a demo home? Applicant - Yes.

Mr. Sims – spoke against the development again.

Mr. Beshearse – spoke against the development.

Commissioner Tinder – based on all we are hearing do not see how its compatible.

Mrs. Outwell – refuted that they were trying to be nasty.

Mrs. O’Neil – spoke against the development.

**APPLICANT representative** – spoke about the public comment complaints.

Commissioner Peebles – we are not telling people they cannot live in trailer homes. These are already citizens living here.

Mayor Lowery deferred to the city attorney. City Attorney reminded them to make their decision based ONLY on what they have heard in today’s testimony.

Commissioner Warrick – there is a reason the comprehensive plan has the compatibility clause, and he doesn’t feel it is compatible.

Motion by Commissioner Tinder to deny Development Order Application – Bay Breeze Shores parcel #08550-000-000.

Second to the Motion: Commissioner Warrick

On Vote:

|         |     |
|---------|-----|
| Tinder  | aye |
| Warrick | aye |
| Peebles | aye |
| Perno   | aye |
| Lowery  | aye |

Motion passed: 5-0

**QUASI-JUDICIAL PUBLIC HEARING – Closed (7:21pm)**

Meeting adjourned for a short break at 7.21pm.

Meeting was reconvened at 7.28pm.

**QUASI-JUDICIAL PUBLIC HEARING – Opens (7.28pm)**

**Item # 10. Discussion and possible approval of Development Order – Central Pentecostal Ministries Building Addition – Parcel#11794-000-000.**

*The City Attorney swore in all who wished to speak and checked for ex-parte communications. There was no ex-parte communication.*

The Planning & Development Specialist explained the item in the attached report.

Mayor Lowery opened the floor to the commission for discussion. There was none.

**APPLICANT Representative:**

Derek McCarty from North Star Engineering – explained the addition on behalf of the applicant.

Commissioner Perno – additional parking? No, because there was already excess parking in existence.

Commissioner Perno – stormwater meet the 100-year plan? Mr. Richard Futner from Dewberry – yes.

Motion by Commissioner Tinder to approve of Development Order – Central Pentecostal Ministries Building Addition – Parcel#11794-000-000.

Second to the Motion: Commissioner Perno

Mayor Lowery opened the floor to the public for comments. There were none.

On Vote:

|        |     |
|--------|-----|
| Tinder | aye |
|--------|-----|

|         |     |
|---------|-----|
| Perno   | aye |
| Peebles | aye |
| Warrick | aye |
| Lowery  | aye |

Motion passed: 5-0

**QUASI-JUDICIAL PUBLIC HEARING – Closed (7:35pm)**

**Item # 11. First Reading only of Ordinance 1176-AR Comp Plan Amendments.**

The Interim City Manager read the Resolution by title only.

Motion by Commissioner Warrick to approve Ordinance 1176-AR.

Second to the Motion: Commissioner Perno

Mayor Lowery opened the floor to the public for comments. There were none.

On Vote:

|         |     |
|---------|-----|
| Warrick | aye |
| Perno   | aye |
| Peebles | aye |
| Tinder  | aye |
| Lowery  | aye |

Motion passed: 5-0

**Item # 12. Discussion and possible approval of Resolution 2026-01-516 Updating and Amending the Public Records Request Policy.**

The Interim City Manager read the Resolution by title only.

The city Attorney explained the Item.

Mayor Lowery opened the floor to the commission for discussion.

Commissioner Tinder – spoke briefly about not wanting to burden residents with high fees.

Mayor Lowery – asked Mrs. Myers to explain.

Mrs. Myers – explained as it was reported.

Commissioner Warrick – what does Florida statute say about commissioners being charged for records? Mrs. Myers – that is up to the city because the statute does not address that. Mrs. Myers to amend the policy to include that Commissioners will not be charged for public records requests related to records they require for upcoming business.

Mayor Lowery asked commissioners how they felt about the time and the costs. Consensus was they were happy with that.

Commissioner Tinder – we also need to be aware that we have so many files still sitting in storage boxes.

Mrs. Hodges spoke about recent experiences with extensive requests.

Motion by Commissioner Warrick to approve of Resolution 2026-01-516 Updating and Amending the Public Records Request Policy, with a provision included that Commissioners will not be charged for records requested for official related duties.

Second to the Motion: Commissioner Perno

Mayor Lowery opened the floor to the public for comments.

Mr. Scray – is there a plan to scan in those boxes of records. Mr. Lightfoot – at \$30k. Mr. Scray – apparently the elected officials can request retired DOD staff to come in and do the work at no cost

to the city. Mr. Lightfoot – we have researched this. The documents need preservation and special scanners. Mayor Lowery will liaise with relevant staff to discuss this.

Mr. Detweiler – number one fault with these types of projects is that they didn't have the good data points. Spoker further about other options.

On Vote:

|         |     |
|---------|-----|
| Warrick | aye |
| Perno   | aye |
| Peebles | aye |
| Tinder  | aye |
| Lowery  | aye |

Motion passed: 5-0

**Item # 13. Discussion and possible approval of Resolution 2026-01-517 – Raftelis WWTP Rate Study Agreement.**

The Interim City Manager read the Resolution by title only.

The Interim City Manager explained the Item as reported.

Mayor Lowery opened the floor to the commission for discussion.

Motion by Commissioner Warrick to approve of Resolution 2026-01-517 – Raftelis WWTP Rate Study Agreement.

Second to the Motion: Commissioner Perno

Commissioner Warrick opened the floor to the public for comments. There were none.

On Vote:

|         |     |
|---------|-----|
| Warrick | aye |
| Perno   | aye |
| Peebles | aye |
| Tinder  | aye |
| Lowery  | aye |

Motion passed: 5-0

**Item # 14. Discussion and possible approval to submit the Safe Routes to School application (Phase II) to FDOT.**

The Director of CRA explained the item as reported.

Mayor Lowery opened the floor to the commission for discussion. There was none.

Motion by Commissioner Warrick to approve submitting the Safe Routes to School application (Phase II) to FDOT.

Second to the Motion: Commissioner Perno

Mayor Lowery opened the floor to the public for comments. There were none.

On Vote:

|         |     |
|---------|-----|
| Warrick | aye |
| Perno   | aye |
| Peebles | aye |
| Tinder  | aye |
| Lowery  | aye |

Motion passed: 5-0

**Item # 15. To discuss about the way forward for selecting a new city manager (15)**

Commissioner Peebles – all commissioners received the packets and are reviewing them. Based on the number of qualified applicants we should each submit our top 5 and work with the overlaps. Or

do a public workshop to talk about them in the sunlight.

Commissioner Perno – happy with that plan. He already knows a reputable guy who he would be willing to give the contract to.

Commissioner Tinder – has been trying to read them all and has been calling candidates. Is happy to follow that plan.

Mrs. Myers – has prepared a ballot where they can list up to 10 names in order of choice. Then hand them in to Jerrod to score. Then they will be rated and return to them with the top 5 candidates.

Commissioners Consensus – top 10.

Commissioner Warrick – can it include the people that qualified in the first round? Yes.

Mayor Lowery – can review them and get his choices back next week.

Mr. Holton – when the scores are back he can do a 5-minute presentation?

Commissioner Warrick – what if you don't have 10? Then just fill in your top picks.

Mayor Lowery would like the scoring returned in an excel worksheet. Would the commissioners like to use some of the processes from the police chief appointment in this process? No.

More discussion ensued.

Close of business Wednesday next week is the deadline for submitting their inputs to Mr. Holton by email.

**Item # 16. To add an item to discuss the city clerk.**

Commissioner Tinder – Said that seeing Mr. Lightfoot had sent everyone an email about how Panama City does it she was wondering how everyone is leaning.

Warrick – was under the assumption that is what the charter review committee is supposed to decide and tell us.

Mayor Lowery – his vision is to have a city manager and then a chartered administrative financial person. Two peers reporting to the city commission. He would like to do a special referendum in the spring/summer for the clerk position and the broader charter updates in April 2027. He would like to spend time building the city clerk / treasurer.

Ms. Myers – if they go with Super Tuesday in April – need action at first meeting in Feb (next meeting); if they do a stand-alone in May – action by March 20<sup>th</sup>; or if they piggyback general election in August (slightly less in cost) – action by June 12<sup>th</sup>. April or May would cost about \$20k and August would be slightly less.

Commissioner Tinder – you were combining the city clerk with the financial? Mayor Lowery – yes, they would oversee the clerk administrative as well as the financial.

Mayor Lowery – invited Mr. Langford to speak. Mr. Langford – consensus that there needs to be a clerk outlined in the charter to report to the city commission; also, to not handcuff the commission to detail for them what those duties would be.

Mayor Lowery – how much time will the committee need to do the other big issues? Mr. Langford – at least 2 more charter review committee meetings. Mayor Lowery – can you get this by March for the May meeting? Mr. Langford - Maybe.

Mayor Lowery – then we will look at the May or August meeting for the referendum.

Commissioner Warrick – would prefer doing it during the general election to ensure maximum input by voters, and we can give the charter review committee time to get it right.

Commission Consensus – general election.

Mr. Scray – lot of work to be done throughout the charter. Knowledge of having a clerk or not determines a lot of the language further on in the charter. Also – not everyone participates in the primary elections.

Mayor Lowery – if you come back at the end of Feb with just the city clerk then we can press forward in May or August.

Further discussion ensued.

Mayor Lowery prefers not to have it on Super Tuesday.

City Attorney – you can start spending money now marketing to the citizens until the ballot question has been posted. After the ballot question has been posted the city can no longer spend money marketing/educating the citizens.

Commissioner Peebles – prefers August for the ballot.

Commissioner Perno – feels the same.

Commissioner Tinder – all for having the clerk, but would like to discuss more about the separation of responsibilities.

**Item # 17. To discuss zoning in preparation for the next meeting.**

Mayor Lowery – has asked the ICM to present him with a brief on the current situation for zoning.

**Item # 18. Public Commentary. (was 15)**

Mrs. Parker – Rett Place – said public commentary needs to be changed and put back to item 7, and the mayors report, commission report and attorney report before that item.

Mr. Scray – zoning – would like to see a good evening workshop on the topic of zoning separate from the commission meeting.

Ms. Moore – Amhurst Place – wished they would keep the speakers to 3 minutes e.g. the applicant or the lawyer. Regarding the city manager – be very careful who you choose as it is a very, very careful decision. Maybe the top three candidates should come in for a meet and greet with the residents? Mayor Lowery – we are not allowed to restrict the applicant and his lawyer for time.

Mr. Langford – spoke about his flock camera data which he is more than willing to share. This experiment showed that the system is not as smart as everyone thinks. The system noted his car as a grey Acura, and he drives a blue corolla. Commissioner Tinder – she too got her data, and it stated her car as so many different types to what she actually drives.

Mayor Lowery – hears the feedback about moving public commentary agenda item. It is something he requested himself. Apologies for it being such a long meeting.

**Item # 19. Mayor's Reports. (was 16)**

Mayor Lowery shared some of his experience during his visit to Tallahassee for the appropriations sessions.

**Item # 20. Commissioners' Reports. (was 17)**

Commissioner Perno – shared his experience at the MLK festival. Shared some of his experience during his visit to Tallahassee for the appropriations sessions.

Commissioner Peebles – shared some of his experience during his visit to Tallahassee for the appropriations sessions. He would like to meet in public to talk about their priorities.

Commissioner Warrick – shared some of his experience during his visit to Tallahassee for the appropriations sessions. Something we should have been doing every year, at least once a year.

Regarding public commentary – Panama City do not have public commentary. They do Town halls once a month on a Saturday morning. It is very productive. It is scheduled for maximum two hours and people can talk more than once. Commissioners can also take that time to talk about things in the sunshine. It is just the commissioners, city manager, city attorney and the public. The purpose of public commentary / town hall is to hear the concerns of the citizens.

Mayor Lowery – we can try it and see if it works.

Commissioner Tinder – Called Deputy Chief Enfinger forward to thank him for the good work he does. Thinks he needs a letter of commendation for recent feedback she received from a resident. Mayor Lowery – we are going ahead with obtaining challenge coins, and she has just found her first awardee.

Mayor Lowery – thanked Mayor Pro Tem Peebles for managing as Acting Mayor so seamlessly in the transition.

**Item # 21. Interim City Manager's Report. (was 18)**

The Interim City Manager gave his report. Another resolution for more funding for the Yates Plumbing work to operate the wastewater treatment plant as they are out of money on the previous resolution that was approved.

Named a few projects that are currently ongoing or going to be started. Feb 16<sup>th</sup> – BHM artwork will be put up. He listed a few other events.

A. Finance Report: Commissioner Tinder will text her queries through to Ms. Roman.

**Item # 22. City Attorney's Report. (was 19)**

City Attorney – Nothing to report.

**Item # 23. Adjournment. (was 20)**

There being no further business, the meeting was adjourned at 9.20 P.M.

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2026.

\_\_\_\_\_  
Dr. Dave Lowery, Mayor

ATTEST:

\_\_\_\_\_  
Chris Lightfoot, Interim City Manager

prepared by  
Cicelia Rushing



# City of Lynn Haven

## Application For Advisory Boards/Committees

### Applicant Information

Full Name: Beshearse, Johnnie E Date: 1/27/2026  
Last First M.I.

Address: 811 Louisiana Avenue  
Street Address Apartment/Unit #

Lynn Haven, Fl. 32444  
City State ZIP Code

Phone: 850-908-4030 Email jbeshearse1@gmail.com

Occupation: Retired Business Phone \_\_\_\_\_

Business Address: \_\_\_\_\_

Do you live in the corporate city limits of Lynn Haven? YES ☒ NO ☐ At the present time, do you serve on a City Board/Committee? YES ☐ NO ☒

Do you hold a public office? YES ☐ NO ☒ Have you attended a meeting of the Board for which you are applying? YES ☒ NO ☐

I am willing to spend 8 hrs. per ☒ week or ☐ month on this activity, and I will attend meetings in accordance with the adopted policies of the City.

### Board/Committee

Please select all Boards or Committees that you are interested in serving:

- ☐ **Planning Commission**  
 Consists of seven members who are appointed by the City Commission and serve terms of four years each. Members may serve for two consecutive terms, in an advisory capacity. Some of the Commission's duties are to: Coordinate the City's planning efforts and programs with those of other Bay County jurisdictions, Monitor and oversee the effectiveness and status of the City's Comprehensive Plan. The Planning Board is also designated to advise the City Commission on the following matters: Comprehensive Plan Amendments, Development Order Applications (both residential and commercial, Land Use Changes, Certificates of Concurrence and Updating the Unified Land Development Code.
- ☐ **Beautification Board**  
 The purpose of this board is to Study, Investigate, develop and recommend to the City Commission plans for improving the beautification and cleanliness of the City. Duties include: Improve the beauty and cleanliness of the City, Encourage the planting and preservation of trees, shrubs, plants, flowers and other foliage by the City, protect songbirds and their habitats, Meet with and recommend plans to organizations and groups in the City interested in the beautification of the City, and Neighborhood Matching Grant Program.



### Community Services Board

- ☐ The purpose of this board is to advise the City Commission and Community Services Department, develop partnerships with private, public and civic organizations and/or individuals to promote and increase in youth and senior citizen services in the community. Duties include: Advise on ways to finance special projects in support of library and recreational needs. Help promote, where needed, private-public fund raising efforts to expand and/or improve library and recreational services. Establish a coalition of leisure and cultural organizations; interact and establish partnership(s) with private clubs, groups, associations and individuals for the purpose of providing youth and/or senior citizen services. Explore new programs and activities. Research and implement ways to promote events, aide in capital improvements, and expand the overall level of Leisure Services.

### Board of Adjustments

- ☐ Consists of five members who are appointed by the City Commission. Each Board Member sits for a three-year term, and may serve two consecutive terms. Duties include: Act in an advisory capacity to the City Commission and make recommendations to the City. Commission concerning the need to study, revise, or amend city codes and ordinances affecting the growth and development of the City. Authorize variances.

### Construction Licensing Board

- ☐ The purpose of this board is to examine qualifications of all persons who desire to engage in the trade of business of constructions. Duties include: Prescribe exams, Certificates of Competency, notices of violation, conduct hearings, revoke or suspend Certificates of Competency. Hear appeals of persons charged with violations by contractors or persons who may be aggrieved by the Building Official. Approve integrity of applicants. Enforce provisions of Lynn Haven Building Code and Building Regulations.

### CRA Advisory Board

- ☐ The seven-member Board is responsible for drafting, ranking, and recommending a list of CRA specific projects for each fiscal year along with any other tasks that the Board may assign from time to time.

### Charter Review Advisory Committee

- ☐ The five-member Committee is responsible for meeting, discussing, reviewing, and recommending updates to the City's Charter.

- ☐ Infrastructure Tax Oversight Committee

The five-member Board is responsible for ensuring the City's expenditure of surtax proceeds is consistent with Florida Statutes Section 212.055(2) and that the City's expenditures of proceeds is consistent with the approved project list.

If you could choose which board or committee you preferred to serve on which one would it be?

## Finanace Committee

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### Educational Background

High School: A. Crawford Mosley Location: Panama City

From: 1974 To: 1978 Did you graduate? YES ☒ NO ☐

College: Gulf Coast State College Location: Panama City

From: 1979 To: 1981 Did you graduate? YES ☐ NO ☐ Degree: AS

College/Professional Organizations: \_\_\_\_\_ Location: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate/complete? YES ☐ NO ☐ Degree/Certificate: \_\_\_\_\_

### References

*Please list three professional/personal references.*

Full Name: Cyd Buckner Relationship: sister  
Company: \_\_\_\_\_ Phone: 850-814-0773  
Address: 1005 Deleware Avenue

Full Name: Wayne Lindsey Relationship: Friend  
Company: Sonny's BBQ Phone: 850-832-4100  
Address: \_\_\_\_\_

Full Name: Pat Perno Relationship: Friend  
Company: Beef O' Brady's Phone: 850-774-6128  
Address: \_\_\_\_\_

### Military Service

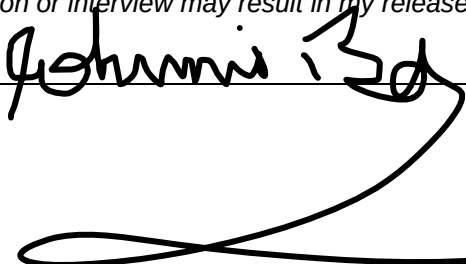
Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_

### Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge.*

*If this application leads to placement on a board/committee, I understand that false or misleading information in my application or interview may result in my release.*

Signature:  Date: 1/27/2026



# CITY OF LYNN HAVEN, FLORIDA

7

## Commission Agenda Report

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**Department:** Fire

**Prepared By:** Mark Johnson

**Agenda Title:** Surplus Mobil Air Unit # 3505

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**Requested Action:** Declare Surplus and auction on GovDeals

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### **I. Report in Brief:**

This unit has out live it use and currently is not working properly. This unit is 20 years old and need to go to Gov deals.

### **Background:**

This unit has needs to be surplusd. It has served its purpose and needs to be retired.

### **Recommendation:**

Staff reccomends to surplus this item.



# CITY OF LYNN HAVEN, FLORIDA

## Commission Agenda Report

**II. Budgeted Amount:** n/a

**Project #:**

**III. Advertised:** GovDeals

**Date:**

**How/Mean:**

**IV. Alternatives:**

none

**V. Attachments:**

Photos, Inspection Form

# Fire Apparatus Inspection Form

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                      |                           |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------------------|
| <b>Asset ID:</b> 3505                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>Inventory ID:</b> | <b>Fair Market Value:</b> |
| <b>Short Description:</b><br>Year 2006      Manufacturer Bauer      Model TCOM-13                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                      |                           |
| <b>VIN:</b> <span style="border: 1px solid black; padding: 2px;">1</span> <span style="border: 1px solid black; padding: 2px;">B</span> <span style="border: 1px solid black; padding: 2px;">9</span> <span style="border: 1px solid black; padding: 2px;">B</span> <span style="border: 1px solid black; padding: 2px;">E</span> <span style="border: 1px solid black; padding: 2px;">1</span> <span style="border: 1px solid black; padding: 2px;">2</span> <span style="border: 1px solid black; padding: 2px;">2</span> <span style="border: 1px solid black; padding: 2px;">4</span> <span style="border: 1px solid black; padding: 2px;">6</span> <span style="border: 1px solid black; padding: 2px;">N</span> <span style="border: 1px solid black; padding: 2px;">7</span> <span style="border: 1px solid black; padding: 2px;">3</span> <span style="border: 1px solid black; padding: 2px;">0</span> <span style="border: 1px solid black; padding: 2px;">0</span> <span style="border: 1px solid black; padding: 2px;">2</span> <span style="border: 1px solid black; padding: 2px;">6</span> Title Restriction: <input type="checkbox"/> Y <input checked="" type="checkbox"/> N                                                                                                                                                                                                                                                                                                                                               |                      |                           |
| <b>Mileage/Odometer:</b> <span style="border: 1px solid black; padding: 2px;">1</span> <span style="border: 1px solid black; padding: 2px;">1</span> <span style="border: 1px solid black; padding: 2px;">9</span> <span style="border: 1px solid black; padding: 2px;">3</span> <span style="border: 1px solid black; padding: 2px;"> </span> <span style="border: 1px solid black; padding: 2px;"> </span> Odometer Accurate <input checked="" type="checkbox"/> Y <input type="checkbox"/> N: _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                      |                           |
| <b>Long Description:</b><br>This Apparatus is a: <input type="checkbox"/> Pumper <input type="checkbox"/> Ladder <input type="checkbox"/> Tanker <input type="checkbox"/> Rescue <input type="checkbox"/> HazMat <input type="checkbox"/> Crash <input checked="" type="checkbox"/> Other <u>Mobile Cascade Unit</u><br><input type="checkbox"/> Starts <input checked="" type="checkbox"/> Starts with a Boost & <input type="checkbox"/> Runs <input checked="" type="checkbox"/> Does Not Run: <u>Shuts off after running for several minutes.</u><br><b>Engine:</b> Manufacture: <u>Mitsubishi</u> Size: <u>1.3</u> L, V <input type="checkbox"/> Gas <input checked="" type="checkbox"/> Diesel Hours: <u>503.1</u><br>This Apparatus was maintained every <u>7</u> <input checked="" type="checkbox"/> Days <input type="checkbox"/> Hours<br>Engine Condition: <input type="checkbox"/> Is operable <input checked="" type="checkbox"/> Needs repair <input type="checkbox"/> Is Unknown Condition<br>Engine Repairs Needed: <u>Unsure</u><br><b>Transmission:</b> Manufacture: <u>N/A</u> <input type="checkbox"/> Automatic <input type="checkbox"/> Manual Speed _____ Hours _____<br>Transmission Condition: <input type="checkbox"/> Is operable <input type="checkbox"/> Needs repair <input type="checkbox"/> Is in Unknown Condition<br>Transmission Repairs Needed: _____<br>Date Removed From Service: _____ Maintenance Records: <input type="checkbox"/> Available <input type="checkbox"/> Not Available For Inspection |                      |                           |
| <b>NOTE: PUMP AND LADDER CERTIFICATIONS ARE REQUIRED FOR SOME ADVERTISING</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                      |                           |
| <b>Ladder:</b> Manufacture: <u>N/A</u> Model _____ Serial # _____<br>Length _____ Last Tested ____/____/____<br>Ladder Certification <input type="checkbox"/> Yes-Certification Expires ____/____/____ <input type="checkbox"/> No Certification-Expired ____/____/____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                      |                           |
| <b>Pump:</b> Manufacture: <u>N/A</u> Model _____ Serial # _____<br>Operable: <input type="checkbox"/> Yes <input type="checkbox"/> No Hours _____ GPM _____ Last Tested ____/____/____<br>Pump Certification <input type="checkbox"/> Yes-Certification Expires ____/____/____ <input type="checkbox"/> No Certification-Expired ____/____/____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                      |                           |
| <b>Additional Equip:</b> <input type="checkbox"/> Tank Size: _____ Gallons <input type="checkbox"/> Fiberglass <input type="checkbox"/> Poly <input type="checkbox"/> Metal <input type="checkbox"/> Hose (Gauge _____ Feet _____)<br># Of Intakes _____ Location/Size _____<br># Of Discharges _____ Location/Size _____<br>Tire Condition: <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor <input type="checkbox"/> Low # _____ <input type="checkbox"/> Flat # _____<br>Additional Features (Lights, Generators, Loose Equipment): _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                      |                           |
| <b>Exterior:</b> Color <u>Red</u> Chassis _____ Body _____ Windows: <input type="checkbox"/> Not Cracked <input type="checkbox"/> Cracked <u>N/A</u><br>Minor <input type="checkbox"/> Dents <input checked="" type="checkbox"/> Scratches <input type="checkbox"/> Dings Damage To: _____<br>Decals: <input type="checkbox"/> None <input type="checkbox"/> Have been sprayed <input type="checkbox"/> Have been removed & <input checked="" type="checkbox"/> Impressions remain <input type="checkbox"/> No impressions<br><b>Interior:</b> Color <u>White</u> <input type="checkbox"/> Cloth <input type="checkbox"/> Vinyl <input type="checkbox"/> Leather<br>Damage to Seats/Dash/Floor: _____<br>Interior Equipment: _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                      |                           |

















# CITY OF LYNN HAVEN, FLORIDA

## Commission Agenda Report

**Department:** Planning & Development

**Prepared By:** Vicki Harrison

**Agenda Title:** Comprehensive Plan Amendments

**Requested Action:** Second Reading and Public Hearing - Ordinance 1176-AR

### I. Report in Brief:

Ordinance 1176-AR for second reading and public hearing. Ordinance 1176 was adopted on September 9, 2025, with ratification on October 14, 2025, for amendments to the City's Comprehensive Plan. The Ordinance and amendments were sent to the State for final review on October 14, 2025. On December 4, 2025, correspondence was received from Florida Commerce stating the City's Comprehensive Plan amendments conflicted with a state statute – HB 180, and were more restrictive and burdensome and thus rendering the entire Ordinance null and void. The Planning Board considered the proposed amendments on January 6, 2026 and recommended approval. The Commission considered first reading and transmittal of this ordinance on January 29, 2026. +

### Background:

HB 180, adopted as Chapter 2025-190 provides in Section 28 that counties listed in disaster declarations for Hurricanes Debby, Helene or Milton may not "propose or adopt more restrictive or burdensome amendments to its comprehensive plan or land development regulations; or propose or adopt more restrictive or burdensome procedures concerning review, approval, or issuance of a site plan, development permit, or development order, to the extent that those terms are defined by s. 163.3164, Florida Statutes, before October 1, 2027, and any such moratorium or restrictive or burdensome comprehensive plan amendment, land development regulation, or procedure shall be null and void ab initio."

### Background Continued...

While these hurricanes did not directly impact on the city, the state is requiring the city to correct conflicts with HB180. The only way to do so is to put Infrastructure Element Policy 1-1, Policy 6-2, and Capital Improvements Element Policy 1-2, Infrastructure element Policy 1-7, and Coastal Management Element Policy 3-2 back to what they were prior to adoption of Ordinance 1176, and to re-adopt the remaining proposed amendments.



# CITY OF LYNN HAVEN, FLORIDA

## Commission Agenda Report

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**II. Budgeted Amount:** N/A

**Project #:**

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**III. Advertised:**

**Date:**

**How/Mean:**

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**Recommendation:**

Hold a public hearing and second reading of Ordinance 1176-AR, which amends those portions of the Comp Plan to the version existing prior to the adoption of Ordinance 1176, and restates the amendments otherwise proposed in Ordinance 1176. This second reading and hearing is necessary to correct a deficiency in the notice provided for the January 29, 2026 public hearing.

If approved following the hearing and second reading, the proposed Ordinance 1176-AR will be transmitted to the State for review.

Once comments are received by the State, the Ordinance will be presented to the Commission for a second reading and public adoption hearing.

**IV. Alternatives:**



**V. Attachments:**

Ordinance #1176-AR  
Comprehensive Plan

## **ORDINANCE NO. 1176-AR**

**AN ORDINANCE OF THE CITY OF LYNN HAVEN, FLORIDA, AMENDING THE CITY'S COMPREHENSIVE PLAN TO IMPLEMENT THE EVALUATION AND APPRAISAL REPORT REQUIRED BY SECTION 163.3191, FLORIDA STATUTES; AMENDING ELEMENTS TO MEET THE REQUIREMENTS OF SECTION 163.3177 FLORIDA STATUTES; BASING THE AMENDMENTS UPON PERMANENT AND SEASONAL POPULATION ESTIMATES AND PROJECTIONS PUBLISHED BY THE OFFICE OF ECONOMIC AND DEMOGRAPHIC RESEARCH FOR A TEN YEAR AND TWENTY YEAR PLANNING PERIOD; AMENDING CHAPTER ONE THE FUTURE LAND USE ELEMENT GOAL 1, OBJECTIVE 2, POLICY 2-1-04 ADDING GROUP HOMES; AMENDING OBJECTIVE 10 NATURAL RESOURCE PROTECTION POLICY 10-3 DEVELOP AND MAINTAIN A STORMWATER MASTER PLAN; AMENDING CHAPTER 3 HOUSING ELEMENT TO UPDATE POLICIES; AMENDING CHAPTER 4 INFRASTRUCTURE ELEMENT TO UPDATE POLICIES; CONTINUED PROVISION OF FACILITIES TO MEET EXISTING AND PROJECTED DEMANDS; AMENDING CHAPTER 5 COASTAL MANAGEMENT ELEMENT GOAL 1, OBJECTIVE 3, POLICY 3-6 TO INCLUDE THE REQUIREMENTS OF THE DEER POINT PROTECTION ZONE, AND ADDING GOAL 3 OBJECTIVES 1-7 PREPARING, ADAPTING, MITIGATING AND MANAGING CLIMATE CHANGE IMPACTS IN COMPLIANCE WITH SECTION 380.093(3), FLORIDA STATUTES, RELATED TO SEA LEVEL RISE; AMENDING CHAPTER 7 RECREATION OPEN SPACE ELEMENT GOAL 1, OBJECTIVE 1 TO UPDATE POPULATION PROJECTIONS AND FACILITY PROVISION; AMENDING CHAPTER 9 CAPITAL IMPROVEMENTS ELEMENT GOAL 1, OBJECTIVE 8 FIGURE 9-1 SCHEDULE OF CAPITAL IMPROVEMENTS FOR THE FIVE AND TEN YEAR PLANNING PERIOD INCLUDING PROJECTED REVENUE SOURCES TO ENSURE THE AVAILABILITY OF PUBLIC FACILITIES NEEDED TO MAINTAIN ADOPTED LEVEL OF SERVICE STANDARDS; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, Section 163.3167, Florida Statutes, requires that each local government prepare a Comprehensive Plan in compliance with the Community Planning Act, as amended; and

WHEREAS, Section 163.3191, Florida Statutes, requires that each local government adopt an Evaluation and Appraisal Report ("EAR") every seven years assessing the local government's progress in implementing the Comprehensive Plan; and

WHEREAS, having conducted a thorough review and assessment, the City wishes to amend its Comprehensive Plan to implement its EAR and update each of the current elements of the Comprehensive Plan; and

WHEREAS, on January 7, 2025, the Planning Board recommended approval of the proposed EAR-based amendments to the City's Comprehensive Plan at a properly advertised public hearing; and

WHEREAS, the City Commission held a properly advertised public hearing on January 14, 2025, to consider first reading of the updated Comprehensive Plan and its transmittal to the State and reviewing agencies for comment. That same day this proposed Ordinance 1176 was sent to the State and the reviewing agencies for comment under the State Coordinated Review Process; and

WHEREAS, the City Commission held a properly advertised public hearing on September 9, 2025 to consider second reading and adoption, and voted to approve the Ordinance 1176-R with changes addressing the objection provided by the State reviewing agencies. The adopted Ordinance 1176-R was transmitted to the State on September 30, 2025, but was rejected by the State because the transmittal occurred more than 10 days following the Commission's action to adopt the amendments; and

WHEREAS, at the State's direction, the Commission held properly advertised public hearing to consider a third reading and ratification of Ordinance 1176-R on October 14, 2025, which was transmitted to the State on October 14, 2025; and

WHEREAS, on December 4, 2025, the State rejected the City's Ordinance 1176-R, determining that certain portions were more restrictive than permitted by Chapter 2025-190, and therefore rendering the entire Ordinance null and void ab initio; and

WHEREAS, City staff has revised the policies in conflict with Chapter 2025-190 (Infrastructure Element Policy 1-1, Policy 6-2, and Capital Improvements Element Policy 1-2, Infrastructure element Policy 1-7, and Costal Management Element Policy 3-2),

WHEREAS, on January 6, 2026, the Planning Board recommended approval of the amended and restated EAR-based amendments to the City's Comprehensive Plan at a properly advertised public hearing; and

WHEREAS, the City Commission held an advertised public hearing on January 29, 2026, to consider first reading of the amended and restated Comprehensive Plan and its transmittal to the State and reviewing agencies for comment; and



WHEREAS, the City Commission held a second, properly advertised public hearing on February 10, 2026, to consider second reading of the amended and restated Comprehensive Plan and its transmittal to the State and reviewing agencies for comment; and

[WHEREAS, the City Commission held a properly advertised public hearing on [ ] to consider third reading and adoption, [and voted to approve the Ordinance 1176-AR];]

WHEREAS, all conditions and requirements for the enactment of an ordinance to amend the City's Comprehensive Plan have been met.

NOW THEREFORE, BE IT ORDAINED BY THE CITY OF LYNN HAVEN, FLORIDA, that:

SECTION 1. From and after the effective date of this ordinance the Lynn Haven Comprehensive Plan is amended to read as attached hereto, incorporated herein and entitled "The 2025 Amended and Restated City of Lynn Haven Comprehensive Plan," including all tables, exhibits, maps, charts, lists and similar discrete components (new text **bold and underlined**, deleted text struckthrough).

SECTION 2. All ordinances or parts of ordinances in conflict with the City's Comprehensive Plan are repealed only to the extent of such conflict.

SECTION 3. If any section, paragraph, sentence, clause or phrase of the City's Comprehensive Plan shall be declared unconstitutional or unenforceable, such holding shall not affect the remainder of this Ordinance.

SECTION 4. This Ordinance shall take effect as provided by law.

INTRODUCED AND PASSED on first reading, this \_\_\_\_ day of \_\_\_\_\_, 2026.

READ AND APPROVED on second reading this \_\_\_\_ day of \_\_\_\_\_, 2026.

PASSED AND ADOPTED on third reading this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY MANAGER

Approved as to form:

\_\_\_\_\_  
CITY ATTORNEY

Coding: Words in ~~strikeout~~ type are deletions from existing text.  
Words in **underline type** are additions.

## CHAPTER 1. FUTURE LAND USE ELEMENT

**PURPOSE:** The City of Lynn Haven desires to retain the small-town atmosphere oriented towards families that has been its tradition. The City's intent is to maintain the traditional town development pattern and historical appearance of its architecture; to promote infill development within the core residential and commercial areas of the City and to allow a mixture of uses within the areas adjacent to the commercial districts; to provide land use strategies that allow new development to accommodate living spaces and work places within close proximity to each other; and, to provide adequate resilient public services and facilities for new residential and economic development resulting from projected population increases. ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**GOAL 1:** Efficiently manage and regulate land-use types, locations, and densities that are compatible with natural and man-made resources in order to provide the residents of Lynn Haven with an aesthetically pleasing, economically beneficial, resilient and socially adequate environment ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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### Land Use Districts

**OBJECTIVE 1:** The City ~~shall implement~~ utilizes the single-map approach to land development regulation. This means that allowable uses ~~shall be~~ are established in the Comprehensive Plan and on the Future Land Use Map (FLUM), without need for a separate zoning map. ~~When the single map approach is enacted. The following policies shall guide the implementation of this approach (amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 1-1:** Development of land shall be allowable in compliance with the use, location, and design requirements of this Comprehensive Plan. Development shall be regulated, in part, through adoption and maintenance of a Unified Land Development Code (ULDC) that contains detailed standards consistent with the requirements of this Plan ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 1-2:** The FLUM and associated text ~~shall be~~ is:

- (1) The means of establishing the allowable use of land;
- (2) The means of setting the maximum density and intensity of allowable uses of land; and,
- (3) Designed to provide for economic development that is compatible with the City's character and natural resources and ~~that~~ does not create infrastructure needs in excess of those which the City can provide while maintaining the adopted levels of service ~~(amended by Ordinance 858; Adopted:10/24/06).~~

**OBJECTIVE 2:** ~~The following land use districts are hereby established.~~ Each land use category is depicted as a land use district on the FLUM. The term "land use category" refers to the text description of a land use, while the term "land use district" refers to the geographic area shown on the FLUM where the activities and uses of a category are ~~able~~ are allowed. The land use districts ~~shall be~~ are as follows:

- (1) Low Density Residential (LDR)
- (2) Medium Density Residential (MDR)
- (3) High Density Residential (HDR)
- (4) Recreation/Open Space (R/OS)
- (5) Mixed Use (MU)
- (6) Neighborhood Commercial (C-1)
- (7) Commercial (C)
- (8) Industrial (IND)
- (9) Public/Institutional (P/I)
- (10) Conservation (CON)
- (11) Traditional Neighborhood Development (TND)
- (12) Overlay Districts
  - (a) Community Redevelopment Area (CRA)
  - (b) Planned Unit Development (PUD)~~(amended by Ordinance 858; Adopted:10/24/06)~~

**Policy 2-1: Residential Uses.** The following densities and uses shall be permissible within residential land use districts, and shall be implemented in the ULDC ~~(amended by Ordinance 858; Adopted:10/24/06).~~

**Policy 2-1-01: Low Density Residential (LDR).** The purpose of this district is to provide locations limited to single-family detached units as well as customary residential accessory uses incidental to the primary residential uses on the site. Residential density shall be less than five (5) units per acre. ~~(amended by Ordinance 858; Adopted:10/24/06.)~~

**Policy 2-1-02: Medium Density Residential (MDR).**

The purpose of this district is to provide locations for single-family detached units and multiple-family residential developments as well as customary residential accessory uses incidental to the primary residential uses on site. Density shall be from four (4.0) units to ten (10.0) units per acre ~~(amended by Ordinance 858; Adopted:10/24/06).~~

**Policy 2-1-03: High Density Residential (HDR).** The purpose of this district is to provide locations for multiple-family residential development and customary residential accessory uses that are incidental to the primary residential uses on site. Density shall be from eight (8.0) to twenty (20.0) units per acre. ~~(amended by Ordinance 858; Adopted:10/24/06).~~

**Policy 2-1-04:** Within all residential land use districts, the following specific uses, may be allowable, subject to additional development and design standards:

- (1) Public elementary and secondary schools;
- (2) Group Homes of six (6) or fewer residents which otherwise meet the definition of a community residential home;
- ~~(2 3)~~ (3) Public parks;
- ~~(3 4)~~ (4) Religious facilities;
- ~~(4 5)~~ (5) Transit stops and rights-of-way; and,
- ~~(5 6)~~ (6) Essential utilities ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 2-2: Mixed Use and Non-Residential Uses.** The following mixed-use and nonresidential uses and intensities shall be permissible and implemented in the ULDC ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 2-2-01: Mixed Use (MU).** The intent of this district is to create an urban center within the City of Lynn Haven and to serve as a transition between the major highways and residential areas:

- (1) Residential-only projects with a maximum density of up to ten (10.0) units per acre, as well as customary residential accessory uses incidental to the primary residential uses on site;
- (2) Mixed use projects may have a maximum residential density of up to twenty (20.0) units per acre subject to compatibility standards, architectural standards, and location requirements;
- (3) Small scale commercial, general commercial, and office uses shall be located along arterial or collector roadways, subject to additional development and design standards;
- (4) Specific uses such as public parks, public elementary and secondary, trade and post-secondary schools, religious facilities, transit stops and rights-of-way, and essential utilities may be allowable, subject to additional development and design standards.
- (5) Non-residential development may include any combination of commercial, office, civic, institutional, and recreation uses;
- (6) Mixed use development shall meet the following standards: a. Residential, minimum of forty-five (45) percent; b. Commercial or office, maximum of forty-five (45) percent; and c. Civic, institutional, or recreation, minimum of ten (10) percent
- (7) Impervious surface shall not exceed seventy-five (75) percent.
- (8) Floor area ratio shall be as assigned for each individual category.
- (9) The City may establish incentives in its land development code to implement the Mixed Use land use category as consistent with the Community Redevelopment Plan ~~(amended by Ordinance 928; Adopted:02/23/10).~~

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**Policy 2-2-02: Neighborhood Commercial (NC).** The purpose of the neighborhood commercial district is to provide areas for low-intensity commercial uses that primarily offer goods and services to nearby or surrounding residential areas. Residential uses included within this district shall have a maximum density of eight (8.0) units per acre. All non-residential uses shall be located on a collector or arterial roadways. Impervious surface shall not exceed sixty (60) percent. The floor area ratio shall not exceed .50 ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 2-2-03: Recreation/Open Space (R/OS).** The purpose of the recreation/open space district is to provide areas for the location of private and public recreation land uses including active and passive recreation activities. Impervious surface shall not exceed fifty (50) percent. The floor area ratio shall not exceed .50 ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 2-2-04: Commercial (C).** The purpose of this district is to provide sufficient land in appropriate locations for various types of retail, office, trade service establishments, and professional service uses. Multi-family residential may be permissible only as a conditional use. Multi-family residential uses shall not exceed twenty (20) units per acre. Conditions shall include compatibility standards specifically addressing multi-family residential adjacent to nonresidential development and requirements for



demonstrated public benefits, such as public plazas, water access, view protection, and availability of workforce housing. Impervious surface shall not exceed eighty-five (85) percent. The floor area ratio shall not exceed 1.0. ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 2-2-05: Industrial (IND).** The purpose of this district is to provide land for light industrial, trade and service activities, including industrial support services, such as administration, business and professional offices, water-dependent and water-related commercial and industrial uses. Preference will be given to water-dependent or water-related commercial and industrial uses when considering the location of such uses. Multi-family residential may be permissible only as a conditional use. Multi-family residential uses shall not exceed twenty (20) units per acre. Conditions shall include compatibility standards specifically addressing multi-family residential adjacent to nonresidential development and requirements for demonstrated public benefits, such as public plazas, water access, view protection, and availability of workforce housing.

- (1) Impervious surface shall not exceed seventy (70) percent.
- (2) The floor area ratio shall not exceed 0.50.
- (3) Land uses within the industrial district that use, handle, store, or treat or dispose of hazardous materials injurious to fish, wildlife, and people shall be prohibited ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 2-2-06: Public/Institutional (P/I).** This district is intended to provide lands for civic, educational, governmental, recreational, religious, and cultural purposes:

- (1) Public and private schools are considered allowable uses within the Public/ Institutional land use districts.
- (2) Impervious surface shall not exceed sixty-five (65) percent.
- (3) The floor area ratio shall not exceed 1.0 ~~(amended by Ordinance 858; Adopted:10/24/06)~~

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**Policy 2-2-07: Conservation (CON).** The purpose of the Conservation District is to preserve significant natural resources.

- (1) The natural features designated as CON on the FLUM include, at a minimum, wetlands, floodways and floodplains, unique habitats, and lakes or water bodies in public ownership or under public control that are intended primarily for resource protection ~~(amended by Ordinance 928; Adopted:02/23/10).~~

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**Policy 2-2-08: Research Park (RP).**

1. The purpose of the Research Park (RP) land use category is to promote water-dependent development that is technology-based through the collaboration of universities, industry and government. The research park shall be developed with the following mix of uses:

- a. Water-dependent research and light high-tech industry facilities.
- b. Recreational and commercial working waterfront uses which means a parcel or parcels of real property that provide access for water-dependent commercial activities or provide access for the public to the navigable waters of the state. Recreational and commercial working waterfronts require direct access to or a location on, over or adjacent to a navigable body of water. The term includes water-dependent facilities that are open to the public and offer public access by vessels

to the waters of the state or they are support facilities for recreational, commercial, research, or governmental vessels. These facilities include docks, wharfs, lifts, wet and dry marinas, boat ramps, boat hauling and repair facilities, commercial fishing facilities, and other support structures over the water, except boat construction facilities.

c. Office and commercial uses.

d. Residential uses.

2. Density and intensity standards are as follows:

a. The maximum residential development shall not exceed 100 dwelling units. Dwelling units shall not be located in the Category 1 Storm Surge area and areas of special flood hazard and shall be located where most compatible with the other uses in the research park.

b. Impervious surface shall not exceed seventy (70) percent.

c. The floor area ratio shall not exceed .35.

d. Land uses within the research park designation that use, handle, store, or treat or dispose of hazardous materials in a manner that is injurious to fish, wildlife, and people shall be prohibited ~~(amended by Ordinance 900; Adopted: 06/10/08).~~

**OBJECTIVE 3. Traditional Neighborhood Development District (TND).** The purpose of the Traditional Neighborhood Development District (TND) land use category is to promote orderly, compact growth that supports walkability, a range of housing types, and environmental protection by providing opportunities for a mix of residential, commercial, and public and civic uses in discrete areas served by central water and sewer that are proximate to other urbanizing areas of the City of Lynn Haven ~~(amended by Ordinance 928; Adopted: 02/23/10).~~

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**Policy 3-1: Traditional Neighborhood Development District:** The intent of the Traditional Neighborhood Development District (TND District) land use category is to promote orderly, compact growth by providing opportunities for residential, mixed-use, and community development in discrete areas served by central water and sewer that are proximate to other urbanizing areas of the City of Lynn Haven. The requirements of this policy shall apply to TNDs established after 3/24/2010, the effective date of Plan Amendment 2010-1-T-8 ~~(amended by Ordinance 928; Adopted: 02/23/10).~~

**A. Size and Land Uses:** In order to be designated as a TND District on the City's Future Land Use Map, the subject property must contain a minimum of forty (40) contiguous acres and shall be developed with the following mix of uses: ~~(amended by Ordinance 928; Adopted: 02/23/10).~~

1. Public uses, including squares, parks, open spaces, golf courses, pools, playgrounds, public access to the waterfront (where applicable) and similar amenities, which shall comprise no less than ten (10) percent of the gross acreage of the designated TND District. The maximum impervious surface ratio for public uses shall not exceed five (5) percent ~~(amended by Ordinance 928; Adopted: 02/23/10).~~

2. Civic uses, including churches, libraries, meeting halls, schools, government buildings, post offices, and the like, which shall comprise no less than five (5) percent of the gross acreage of the designated TND District. The maximum impervious surface ratio for civic uses shall not exceed seventy-five (75) percent, and the maximum floor area ratio shall not exceed sixty (60) percent (0.6 FAR). Impervious surface calculations shall be for civic uses as a whole and shall not be required for individual lots.

3. Commercial uses (non-residential uses excluding public and civic uses) shall comprise no less than five (5) percent, nor more than thirty-five (35) percent, of the designated TND District. Commercial uses may include retail, business services, offices, personal services, medical, entertainment, resort, lodging, restaurant, marinas, workplace and similar uses. Commercial uses within a TND District shall be compatible in character and scale with surrounding neighborhoods proposed for the TND District. The maximum impervious surface ratio for commercial uses shall not exceed seventy-five (75) percent and the maximum floor area ratio shall not exceed one hundred (100) percent (1.0 FAR). Impervious surface calculations shall be for commercial uses as a whole and shall not be required for individual lots.

4. Residential uses, include single and multi-family housing. Residential uses shall comprise no less than thirty-five (35) percent, nor more than eighty (80) percent, of the gross acreage of the TND District. The average density in the civic, commercial, and residential use areas as a whole shall not exceed ten (10) units per acre. No density shall be assigned to areas designated public or conservation.

5. Except as otherwise stated in this section, all development within a TND District shall be designed to avoid, to the maximum extent possible, impacts to: (1) wetlands, including isolated wetlands and wetlands under the jurisdiction of the Department of Environmental Protection and/or the U.S. Army Corps of Engineers; (2) animal and plant habitat of threatened and endangered species; and (3) velocity zones, as depicted on the FEMA Flood Insurance Rate Maps.

**B. Environmental Protection:** Proposed development within a TND District shall exhibit best environmental management practices with the emphasis on designing with nature, e.g. in the context of the natural features of the landscape, such as topographic and stormwater features, vegetative edges, and soil types, to avoid and minimize adverse environmental impacts. The major criterion for approval shall be the continued functioning, with minimum disturbance, of the ecosystem which the development is impacting. In order to avoid specific and cumulative impacts of development on wetlands and/or habitat of threatened and endangered species, the City may require the use of site design techniques, such as clustering development to the uplands of the development site or away from habitat of endangered or threatened species, elevation of structures on pilings, setbacks and buffering (~~amended by Ordinance 928; Adopted:02/23/10~~).

1. Wetland and shoreline ecosystems shall be protected by a minimal thirty (30) foot adjacent upland buffer of preserved and protected native vegetation in accordance with Conservation Policy 5-8 (~~amended by Ordinance 928; Adopted:02/23/10~~).

2. Where wetland impacts cannot be avoided, wetland impacts shall be minimized and shall be mitigated by wetland compensation or wetland enhancement in accordance with local, state and/or federal regulations. Wetland impacts, where unavoidable and where properly mitigated, may be authorized for:

a. Uses consistent with the underlying TND District land use, but densities for residential uses and intensities for nonresidential uses may be limited in order to ensure greater protection of the wetland;

b. Access to the site;

c. Internal traffic circulation, where other alternatives do not exist, or for purposes of public health, safety, or welfare; and

d. Utility and transmission lines (~~amended by Ordinance 928; Adopted:02/23/10~~).

3. Mitigated impacts may be allowed to any poor quality isolated or jurisdictional wetland which has minimal or no ecological value provided that the total impact area is not greater than twenty-five (25) percent of the impacted poor quality wetland. Poor quality wetlands are those that are degraded by human alterations, such as sand mining, silvicultural activities, and fire suppression, which have allowed woody (i.e. non-wetland) plant species to overtake these areas and further degrade their ecological value ~~(amended by Ordinance 928; Adopted:02/23/10).~~

4. The City may further limit the densities and intensities stated therein, require phasing of future development, or impose other standards on property proposed for TND District designation in order to ensure compatibility and consistency of the TND District at its proposed location and with the surrounding area, notwithstanding the minimum standards otherwise adopted herein. However, the City's imposition of specific limitations on future development as contemplated by Policy 2-13 does not constitute the City's explicit or implicit approval of any plan of development for said parcel, or constitute a determination or finding by the City that proposed future development on the parcel, or any portion thereof, is compatible with the area or consistent with other requirements in the City's Comprehensive Plan or Land Development Code. Any property so designated will be required to secure development approval in accordance with the City's regulations and procedures otherwise applicable to any applicant seeking development approval ~~(amended by Ordinance 928; Adopted:02/23/10).~~

5. In keeping with the intent to use best management practices, systems supporting the reuse of reclaimed water shall be incorporated into development plans ~~(amended by Ordinance 928; Adopted:02/23/10).~~

**C. Arrangement of Land Uses:** Land uses, densities and intensities within a TND shall be arranged to provide a transition between the TND and surrounding properties. ~~(amended by Ordinance 928; Adopted:02/23/10)~~

**D. Integration of Land Use and Mobility:** Land uses within a TND shall be arranged and interconnected to encourage alternative forms of transportation, including walking, cycling, and, where available, public transit ~~(amended by Ordinance 928; Adopted:02/23/10).~~

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**Policy 3-2: Mill Bayou Traditional Neighborhood Development District**

(1) In addition to meeting the requirements of Policy 2-12, the TND District designation on the Future Land Use Map for the approximately 950-acre parcel annexed into the City in 2005 (commonly known as Mill Bayou) shall be subject to the following additional development limitations as a condition precedent to securing development approval for any future development proposed within this TND District:

(a) The maximum residential development within the Mill Bayou TND District shall not exceed 2,000 dwelling units in total, including 590 multifamily units and 1410 single family units; and

(b) The maximum commercial development within the Mill Bayou TND District shall not exceed 200,000 total square feet; and

(c) Stormwater and drainage standards for any development proposed within the Mill Bayou TND District will meet or exceed Outstanding Florida Water standards; and

(d) The Mill Bayou TND shall be limited to 400 single family and 100 multifamily residential units, and 50,000 total square feet of commercial development (as noted on the adopted Future Land Use Map), unless and until the requirements of paragraph (e) below are met; and

(e) To achieve the maximum allowable development in paragraph (a) above, a Comprehensive Plan amendment shall be adopted to amend the Future Land Use Map and Policy 2-12-1 to allow no more than an additional 1,010 single family and 490 multifamily residential units and 150,000 total square feet of commercial development. The Comprehensive Plan amendment shall demonstrate, through data and analysis and amendments, if required, to the Capital Improvements Element, that the adopted level of service for public facilities and services, specifically schools, water, sewer, and transportation facilities, will not be adversely affected. The amendment shall be transmitted to the Department of Economic Opportunity for compliance review (amended by Ordinance 858; Adopted:10/24/06).

**OBJECTIVE 4:** Overlay districts are established to regulate the design of neighborhoods within any land use district (amended by Ordinance 858; Adopted:10/24/06).

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**Policy 4-1: The Community Redevelopment Area (CRA).** This overlay district encompasses the historic downtown area of Lynn Haven as well as adjacent lands that are designated as the CRA (amended by Ordinance 858; Adopted:10/24/06).

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**Policy 4-1-01:** The CRA overlay district is intended to provide locations for residential, commercial, office, professional, civic, governmental, educational and cultural uses consistent with the historic character of the area (amended by Ordinance 858; Adopted:10/24/06).

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**Policy 4-2: Planned Unit Developments** are overlay districts that may be applied in any land use district (amended by Ordinance 858; Adopted:10/24/06).

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**Policy 4-3: The Unified Land Development Code** shall contain standards regulating land use and design to promote the intent of the overlay district and to minimize incompatibility (amended by Ordinance 928; Adopted: 02/23/10).

#### **Coordinated Growth and Development**

**OBJECTIVE 5:** Future growth and development of the City shall be managed through enforcement of the adopted Comprehensive Plan and the ULDC, to provide for an orderly, well-planned community with compatible land uses (amended by Ordinance 858; Adopted:10/24/06).

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**Policy 5-1:** The subdivision of land shall be regulated subject to the densities and intensities of use identified on the FLUM.

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**Policy 5-2:** Developers shall provide stormwater management facilities sufficient to meet the level of service established by the Infrastructure Element of this Plan ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 5-3:** Require safe and practical ingress-egress points, on-site traffic flow, and vehicle parking needs during the site plan review process.

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**Policy 5-4:** Provide for the interconnection of driveways between adjacent commercial properties, thereby reducing the number of driveway cuts, providing for a smoother on-site traffic flow, and providing for a smoother flow of traffic on the major roads.

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**Policy 5-5:** Proposed amendments to the Future Land Use Map to designate land for a commercial land use shall be evaluated based on the following criteria:

- (a) Depth of the proposed development as measured from the street frontage. The City's policy is to discourage strip commercial development without sufficient depth to provide adequate parking, buffering, and safety in the location of parking and signage.
  - (b) Overall land area in relation to adjacent commercial designations. The City's policy is to encourage integrated development, and to require interconnections between adjacent commercial development sites. ~~(amended by Ordinance 858; Adopted:10/24/06)~~
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**Policy 5-6:** The City will coordinate with the Bay County School Board to encourage the location of schools proximate to residential and mixed use areas to the extent possible and shall seek to co-locate public facilities, such as parks, libraries, and community centers, with schools, to the extent possible.

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~~**OBJECTIVE 6: Policy 5-7:** Throughout the planning period, t~~The City shall continue to eliminate land uses inconsistent with the character of the area or with the FLUM. This shall be accomplished through the requirement that all proposed development plans and subdivisions conform to the FLUM ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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~~**Policy 6-1 5-8:**~~ Expansion or replacement of existing land uses that are inconsistent with the FLUM will be prohibited in accordance with the appropriate City ordinances ~~(amended by Ordinance 858; Adopted: 10/24/06).~~

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~~**Policy 6-2 5-9:**~~ Continue active code enforcement to alleviate code violations ~~(amended by Ordinance 858; Adopted: 10/24/06).~~

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~~Policy 6-3: Prepare and transmit a Future Land Use Plan Map amendment in the second cycle of amendments in 2010 to change the land use configuration of properties in the southwest portion of the CRA. The southwest portion of the CRA is defined as the area of land bounded by Ohio Avenue, 17th Street, Tennessee Street, and CR390, containing approximately 21 blocks (amended by Ordinance 928).~~

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~~Policy 6-3.1: The Future Land Use Map amendments shall be consistent with the Community Redevelopment Plan (amended by Ordinance 928; Adopted: 02/23/10).~~

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~~OBJECTIVE 7-6: Throughout the planning period, t~~ The City shall prohibit urban sprawl, and leapfrogging of commercial developments.

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~~Policy 7-6-1: The City hereby adopts~~ maintains an Urban Service Area for the purpose of providing public services and facilities and accommodating anticipated population growth ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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~~Policy 7-6-2: Should property owners outside the City request annexation and the City agrees to annex the property, the City shall amend the FLUM and assign a land use category based upon the following factors:~~

- ~~(1) The type and density of adjacent existing development;~~
  - ~~(2) Location of the property in relation to the adopted Urban Service Area;~~
  - ~~(3) Location of the property in relation to the Coastal High Hazard Area;~~
  - ~~(4) Presence of upland areas suitable for development;~~
  - ~~(5) Availability of central water and sewer systems so that the development will be in compliance with the standards adopted in the Concurrency Management Element System (amended by Ordinance 858; Adopted:10/24/06).~~
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~~OBJECTIVE 8-7: Coastal High Hazard Area population densities shall not exceed highway capacity for hurricane evacuation (amended by Ordinance 858; Adopted:10/24/06).~~

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~~Policy 8-7-1: Proposed developments within the coastal high hazard area shall be subject to review and transportation analysis to determine the impact upon evacuation routes and times (amended by Ordinance 858; Adopted:10/24/06).~~

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~~Policy 8-2: The Bay County Emergency Management Office shall be included as a technical advisor in the development review process.~~

## **Concurrency Management**

**OBJECTIVE 9 8:** All new and existing land uses shall be adequately served by facilities and service at the level of service established in the comprehensive plan.

**Policy 9 8-1:** Development orders shall be issued only upon the determination that the adopted level of service standards can be met for roads, sewers, solid waste, stormwater drainage, potable water, and parks and recreation ~~(amended by Ordinance 858; Adopted:10/24/06).~~

**Policy 9 8-2:** Development orders and permits will not be issued for developments which cause a reduction in the level of service standards for facilities as adopted in this Comprehensive Plan ~~(amended by Ordinance 858; Adopted:10/24/06).~~

**Policy 9 8-3:** The development approval process shall:

- (1) Require the applicant to provide necessary information concerning service and facility requirements in the form of a project impact analysis and determination of the availability of such facilities and services;
- (2) Require phasing of projects contingent upon the availability of facilities and services;
- (3) Establish uniform standards for developer exactions to provide necessary facilities and services. Exactions may include mandatory dedications or fees in lieu of dedications for streets rights-of-way, utility rights-of-ways, or park and open space areas;
- (4) Incorporate a concurrency management system ~~(amended by Ordinance 858; Adopted:10/24/06).~~

**OBJECTIVE 10 9:** Throughout the planning period, the City shall continue to make available suitable land for existing service facilities and the expansion of those facilities, and shall require that future land uses be assured of availability of facilities and services.

**Policy 10 9-1:** The City shall conduct an ongoing review and analysis of the availability of services to meet the needs of future land uses adopted in this Comprehensive Plan.

**Policy 10 9-2:** Throughout the planning period, the City shall continually monitor its facilities and services to ensure that they remain within the level of service standards established in this Comprehensive Plan. Applications for development permits which contain a specific plan for developments shall be reviewed prior to approval to determine that the adopted level of service is maintained ~~(amended by Ordinance 858; Adopted:10/24/06).~~

## **Natural Resource Protection**

**OBJECTIVE 11 10:** Throughout the planning period, the City shall require that the natural resources of the City be protected from negative impacts of development activities and shall require that future land uses are coordinated with the appropriate topography and soil conditions.

**Policy 11 10-1:** Encourage development and allow growth only in physio graphically suitable areas.

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**Policy 11 10-2:** Require soil testing and drainage improvements during the site plan review process.

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**Policy 11 10-3:** ~~Develop a Comprehensive Stormwater Management Study for the City, in coordination with the County. Upon the completion of the study, the City will amend the Plan to include projects in the Five Year Schedule of Capital Improvements which will begin to correct the identified deficiencies. The City shall continue to cooperate and coordinate with the Department of Environmental Protection to prevent stormwater management deficiencies while the study is being completed.~~ **Develop and maintain a Stormwater Management Master Plan that identifies deficiencies and provides the Capital Improvement Projects and maintenance plans to keep the stormwater collection and treatment system at full operational design capacity.**

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**Policy 11 10-4:** Proposed developments in areas determined to be environmentally sensitive and having a high ecological value shall be reviewed individually by the City which will require that areas providing habitats for threatened or endangered species, marine species, or a flood control will be protected so as to continue its natural functions unimpaired. Activities allowed in these areas shall be compatible with the purposes of conserving or protecting natural resources including flood control, wildlife habitat protection, and passive recreation uses ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 11 10-5:** Where property contains on-site wetlands, development shall be clustered on uplands. Development may be transferred from wetlands to uplands at the density or intensity set by the Future Land Use Map. Such development may occur through planned unit developments, cluster development provisions, or conservation subdivisions, and shall include recordable conservation easements or other measures for permanent protection of affected wetlands ~~(amended by Ordinance 928; Adopted: 02/23/10).~~

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**Policy-11 10-6:** Continue to identify land uses which may potentially contaminate existing and planned public water supply and planned well sites to reduce chances of contamination.

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**Policy 11 10-7:** Manufacturing and industrial land uses shall ~~to~~ be located where land use suitability has been determined, and where protection for natural resources has been provided ~~(amended by Ordinance 858; Adopted:10/24/06).~~

#### **Golf Course Development**

**OBJECTIVE 12 11:** The City shall regulate all new golf course development to ensure that detrimental environmental impact is minimized. The term "golf course" means a tract of land laid out, of at least nine-holes, for playing the game of golf, and improved with trees, greens, fairways, and hazards; which also

may include ancillary facilities such as shelters, clubhouses, and specialty shops. The term does not include driving ranges or carpet golf. The following policy shall guide development of golf courses.

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**Policy 12 ~~11~~-1:** As part of the approval process, a Golf Course Management Plan shall be developed for each golf course which contains, at a minimum, the following:

- (1) An integrated Pest Management Plan designed to prevent contamination of ground and surface waters from pesticides, herbicides, and fertilizers;
- (2) A water quality and quantity monitoring plan, with emphasis on impacts to adjacent wetlands and surface waters;
- (3) Best Management Practices which, at a minimum, identify procedures to be followed for the construction, irrigation, operation and maintenance of the golf course;
- (4) Golf courses shall be equipped with computer-operated irrigation systems using rain or soil-moisture sensors to override the irrigation system in the event of significant rainfall, and;
- (5) Landscaping for golf courses shall be designed in accordance with xeriscape principles; and,
- (6) Each new golf course shall install lines for irrigation using reclaimed or reuse water ~~(amended by Ordinance 858; Adopted:10/24/06).~~

#### **Greenhouse Gas Policies**

**OBJECTIVE ~~13~~ 12:** The City shall aim at achieving a sustainable/energy efficient environment within the CRA by minimizing the emission of greenhouse gases and reducing the vehicle miles of travel ~~(amended by Ordinance 928; Adopted: 02/23/10).~~

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**Policy 13 ~~12~~-1:** The City shall promote walking, bicycle riding and use of public transit by requiring compact design, share facilities between adjacent or nearby uses, and providing for interconnected walkways, bicycle ways and parking and bus stops, as part of development approvals, where applicable ~~(amended by Ordinance 928; Adopted: 02/23/10).~~

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**Policy 13 ~~2~~-2:** ~~The City shall encourage new development to be LEED certified by the U.S. Green Building Council or similar program (amended by Ordinance 928; Adopted: 02/23/10).~~

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**Policy ~~13~~ 12-3:** The City shall continue to utilize and enhance bicycle parking standards, including quantity and location of bike racks, to help reduce parking demand and encourage the use of alternative transportation modes ~~(amended by Ordinance 928; Adopted: 02/23/10).~~

#### **Community Design**

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**GOAL 2:** The purpose of the Community Design Section is to provide for quality planning and urban design throughout the City and to establish Objectives and Policies that will enhance the appearance and character of the community and improve the quality of existing and future development. ~~(amended by Ordinance 858; Adopted:10/24/06)~~

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**OBJECTIVE 1:** The City shall continue to reduce existing conflicts between residential and commercial land uses, and ensure compatibility of new development with existing and planned uses ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 1-1:** In order to preserve existing housing stock and to protect neighborhoods from degradation caused by intrusion of non-residential uses, the City will implement the following policies:

(1) The City shall ensure that commercial, industrial, and other non-residential uses do not create an undue negative impact on established residential areas as identified on the FLUM contained in the Comprehensive Plan, through the adoption and implementation of specific compatibility standards.

(2) The City shall prohibit the location of any use in designated residential areas, except public elementary and secondary schools, public parks, religious facilities, transit stops and rights-of-way, and essential utilities ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 1-2:** The City shall ensure appropriate site design and compatibility between residential and non-residential uses through land development regulations for landscaping, buffering, building heights, and setback requirements ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 1-3:** Existing native vegetation may satisfy buffering requirements provided that the vegetation complies with the buffer requirements and species list ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 1-4:** The assignment of land use categories shall be consistent with the principles of compatibility, including transition of land uses, densities and intensities ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 1-5:** The City shall require on-site landscaping for non-residential development projects ~~(amended by Ordinance 858; Adopted:10/24/06).~~

**Policy 1-6:** The City shall provide specific design standards for landscaping, signs, buildings, and site design for new developments and redevelopment ~~within specified corridors (amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 1-7:** Development within 150 feet of the waterfront shall be designed to provide the maximum waterfront views from rights-of-way and public areas. ~~(amended by Ordinance 858; Adopted:10/24/06)~~

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**Policy 1-8:** The appearance of developments within 150 feet of the waterfront shall be regulated through building height standards, setback requirements, the use of native vegetation, and protection of the natural shoreline ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**OBJECTIVE 2:** The City shall preserve and enhance the visual image of the City along arterial and collector roads by implementing compatibility standards ~~(amended by Ordinance 858; Adopted:10/24/06.)~~

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**Policy 2-1:** The City will coordinate with the State and County during planning for road improvements to ensure consistent and high quality design for median plantings, lighting, street furniture, sidewalks, bicycle lanes, and infrastructure improvements ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 2-2:** In designing public improvements throughout the City, it shall be the City's policy to:  
~~C~~onsider the use of landscape medians with selected median cuts for all multilane roads, and (2)  
~~E~~nforce a uniform signage standard for commercial uses throughout the City ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 2-3:** The City shall require landscaping and maintenance of vehicular use areas ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 2-4:** The City shall implement a Tree Planting/Beautification Plan for the City's arterials and collectors, concentrating in the residential areas and entrance points designated in the "Community Redevelopment Plan for the City of Lynn Haven, Florida." ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 2-5:** All proposed development along arterials and collectors shall incorporate architectural themes that are, at a minimum, consistent with adopted overall design and appearance standards for the general area ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**OBJECTIVE 3.** The City of Lynn Haven shall set a good example in planning and designing City structures, uses, and facilities ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 3-1:** The City shall ensure that all public projects meet the development standards for new projects as described in this Comprehensive Plan as well as the standards and criteria of the ULDC ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 3-2:** Where feasible, the City shall use reclaimed water for landscape irrigation and other non-potable uses in its facilities ~~(amended by Ordinance 928; Adopted: 02/23/10).~~

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**OBJECTIVE 4.** The City shall promote quality redevelopment within the Community Redevelopment Area ~~(amended by Ordinance 928; Adopted: 02/23/10).~~

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**Policy 4-1:** Area redevelopment plans shall maximize existing public facilities and infrastructure in the central core of the City based on the “Community Redevelopment Plan for The City of Lynn Haven, Florida” adopted in 2004 and any subsequent amendments ~~(amended by Ordinance 928; Adopted: 02/23/10).~~

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**Policy 4-2:** Inadequate infrastructure shall be a criterion for the identification of areas in need of redevelopment and the provision of adequate infrastructure shall be a goal of redevelopment efforts ~~(amended by Ordinance 928; Adopted: 02/23/10).~~

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**Policy 4-3:** Redevelopment areas shall be a target of infrastructure investments, such as street and drainage improvements, sidewalks, and implementation of gateway and streetscape plans ~~(amended by Ordinance 928; Adopted: 02/23/10).~~

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**Policy 4-4:** Develop appropriate financing techniques, such as tax increment financing and grant programs, to provide for investment in urban redevelopment areas ~~(amended by Ordinance 928; Adopted: 02/23/10).~~

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**Policy 4-5:** The Community Redevelopment Agency shall meet periodically to review the status of the action items and capital projects contained in the Community Redevelopment Plan ~~(amended by Ordinance 928; Adopted: 02/23/10).~~

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## **Historic Preservation**

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**GOAL 3: Identify and protect the historic and archeological resources of Lynn Haven.**

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**OBJECTIVE 1:** A comprehensive listing of historic and archaeological resources shall be maintained.

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**Policy 1-1:** The City shall maintain and update annually a copy of the Florida Master Site File.

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**OBJECTIVE 2:** Protect historically and archaeologically significant properties within Lynn Haven.

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**Policy 2-1:** Maintain, through the land development process, a mechanism for review of historic and archaeological resources.

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**Policy 2-2:** Make historic preservation program information available to the public.

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**Policy 2-3:** Designate one or more historic preservation districts as an overlay district and establish a Historic Preservation Advisory Board (~~amended by Ordinance 858; Adopted:10/24/06~~).

## CHAPTER 2. TRANSPORTATION MOBILITY ELEMENT

**GOAL 1:** Establish Utilize a Multi-Modal Transportation System that provides mobility options for motorized vehicle users along with pedestrians, bicyclists and transit users within the Lynn Haven City limits (Ordinance 1047; Adopted 12/12/2017)

**OBJECTIVE 1:** Roadway facilities and levels of service shall be improved and maintained to at least the minimum level of service standards shown in Policy 1-1. It shall ensure that new development does not occur faster than the City's ability to provide for infrastructure in a financially feasible manner necessary to support new development. The level of service standards shall not require that the City widen or construct new roadways to provide capacity to support new development or those impacts from adjacent municipalities.

**Policy 1-1:** The City of Lynn Haven hereby adopts the following minimum peak hour level of service standards consistent with Bay County's Comprehensive Plan and Florida Department of Transportation policy.

| Roadway Types                                 | Level of Service |
|-----------------------------------------------|------------------|
| Principle Arterials                           | D                |
| Other Concurrency Management Systems Roadways | D                |
| All Other Non CMS Roadways                    | E                |

### Definitions:

#### ***Principal Arterials:***

SR 77/Ohio Avenue; SR 390; CR 389/12th Street; CR 2312/Baldwin Road; CR 2321

#### ***Other Concurrency Management Roadways:***

Local roadways (which are not considered principal arterials) that are reviewed and analyzed under the City's Concurrency Management System (CMS): 24th Street; 26th Street; Jenks Avenue; Mowat School Road; Minnesota Avenue.

#### ***All Other Non CMS Roadways:***

Local roadways that are not reviewed or analyzed under the City's Concurrency Management System (CMS).

**Policy 1-2:** Any proposed new developments which cause the levels of service to fall below the adopted minimum in Policy 1-1, ~~then such~~ shall not occur unless mitigative measures are scheduled to occur concurrent with development impacts which would result in the minimum level of service being attained. Levels of service shall be assessed on a yearly basis.

**Policy 1-3:** Adequate roadway capacity necessary to support new development shall be required to be available “Concurrent” with the impact of that development. The City shall require that all new development acquire a Certificate of Level of Service (Concurrency) Compliance as a condition of approval of a final development order specifying the intensity and density of development. Adopted Level of Service standards shall be used as the criteria to measure available capacity.

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**Policy 1-4:** A multi-modal mobility fee shall be adopted to ensure that developments fund (partially or wholly) network improvements that mitigate its impact to the transportation system. This provision shall not exempt Developments of Regional Impact (DRI) from statutory requirements for proportionate share mitigation.

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**Policy 1-5:** To recognize that certain roadways or specific segments will be congested and that congestion will be addressed by means other than adding capacity for motor vehicles and maintaining levels of service on those roadways. Explore the possibility of district wide level of service standards as opposed to the existing segment by segment roadway LOS.

---

**OBJECTIVE 2:** Reduce vehicle miles traveled (vmt) per household and minimize greenhouse gas emissions through interconnected developments that promote walking and bicycling as alternatives to personal motor vehicle use. Development densities and intensities within the urban core should be sufficient to support transit alternatives where possible. Development patterns should promote the use of urban clusters where mobility can be provided via multiple modes of transportation.

---

**Policy 2.1:** Provide mobility within the urban area through the development of an interconnected network of roadways that provide multiple route choices, alternatives to the State Road system and protect the Strategic Intermodal System (SIS). Provide better transit accessibility to employment and educational centers in a timely and cost efficient manner. Improve bicycle lanes, sidewalks or multi-use paths that connect to commercial centers, offices, educational and recreational uses.

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**Policy 2.2:** Establish an Urban Cluster Transportation Mobility District within the City of Lynn Haven that promotes mixed-use interconnected developments that encourage walking and riding over motor vehicle use. The original core of the City of Lynn Haven (north of 17<sup>th</sup> Street) is composed of a traditional grid network of local streets. It has little room for new growth but is ideal for re-development and increases in density that promote multi-modal options.

---

**Policy 2.3:** The City may engage in Public/Private Partnerships to develop an interconnected roadway network in undeveloped or underdeveloped portions of the Urban Cluster. The goal is to ensure that roadways can accommodate impacts from the new development along with existing traffic through intersection improvements and better access management.

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**Policy 2.4:** All development within the Urban Cluster District shall maximize or improve existing roadway connections and minimize conflict points on major arterials through the use of shared access. They must provide a pedestrian and bicycle circulation system that includes a network of multi-use paths throughout the development.

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**Policy 2.5:** The mobility fee shall be reduced for development within the Urban Cluster District which shall serve as the boundary for a *Mobility Fee Reduction District*.

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**Policy 2.6:** The Community Re-Development Area (CRA) is located within the proposed Urban Cluster Transportation Mobility District and is designated on the Future Land Use Map (FLUM) of the Comprehensive Plan. A further reduction in transportation mobility fees shall be applied for new development within this designated area.

---

**OBJECTIVE 3: City Wide Mobility District:** Establish a city wide mobility district outside of the Urban Cluster District. Developments outside of the Urban Cluster District shall be required to mitigate directly impacts to adjacent roadways where financially feasible. To the extent possible they should provide on-site multi-modal paths that connect to the external transportation network.

---

**Policy 3-1:** Amendments to the Future Land Use Element or Map will be coordinated with the Transportation Mobility Element and the Capital Improvement Element through the evaluation of the impacts of additional traffic resulting from proposed land use plan amendments. The City will only extend the boundaries of the Urban Cluster District through a Comprehensive Plan Amendment.

---

**Policy 3-2:** The City will incorporate within their Land Development Regulations (LDRs) provisions which address the following:

- a) Frontage roads, joint access, or cross access easements where appropriate.
- b) Intersection locational restrictions for land uses including distance requirements for access cuts/driveways near intersections, as well as intersection spacing standards. Adopt FDOT Access Management Classification System and Standards.
- c) Building setback requirements and sight distance standards.
- d) Design standards for turn lanes, acceleration and deceleration lanes, turning radii, signalization etc.
- e) Incentives to mitigate poor existing traffic or access situations.
- f) Highway safety standards for all users with a focus on eliminating conflicts with bicycles and pedestrians.

**OBJECTIVE 4: Land Use and Transportation Network Coordination:** Establish a system to coordinate land use decisions and access locations in order to maintain and improve efficiency and safety of the transportation network.

---

**Policy 4-1:** The City shall review all proposed development during the Development Review process to ensure that adequate and safe on-site circulation for all modes of travel; vehicular, bicycles, & pedestrians, as well as parking locations are consistent with the goals of an efficient transportation system. In addition to Comprehensive Plan policies, all reviews shall include FDOT Access Management Standards. Design criteria, standards, and requirements to implement this policy shall be included in the update to the land development regulations.

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**Policy 4.2:** New development shall be required to dedicate the necessary right-of-way proportionate to the impacts of development along property boundaries of external roadways to accommodate standard lane widths for turn lanes, bike lanes, recovery zones, stormwater, utilities, sidewalks, and/or multi-use paths. All development shall be responsible for providing sidewalks along the entire roadway frontage of their parcel to secure site plan approvals. This includes areas where no sidewalks currently exist.

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**Policy 4.3:** New developments that are fifty (50) or more residential units in size or that generate more than 500 daily trips shall provide a minimum of two (2) functional access points. Exceptions for secondary access are permitted where adequate separation to meet access management standards are not available.

**OBJECTIVE 5:** Interconnected system of pedestrian and bicycle facilities: establish and continuously expand the network of sidewalks, bicycle lanes/paths and multi-use paths throughout the City. Establish greenways and scenic corridors for bicycle and pedestrian access for both recreation and functional transportation options throughout the City.

---

**Policy 5.1:** The City shall work to develop a bicycle and pedestrian master plan. A true multi-modal network is necessary to reduce personal vehicle miles travelled (VMT) and greenhouse gas emissions. This will allow VMT to be reduced by person trips. To achieve this goal, a comprehensive and inter-connected network of pedestrian and bicycle facilities must be planned and incorporated into the Capital Improvement Element of the Comprehensive Plan and public works program funding and construction.

---

**Policy 5.2:** New development proposals shall be reviewed to ensure that they provide connectivity to already built or planned multi-modal corridors.

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**Policy 5.3:** The preferred location for sidewalks and multi-use paths is the edge of right of way, behind or in close proximity to existing or proposed vegetation to provide shade wherever possible.



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**Policy 5.4:** Bike lanes or paved shoulders shall be provided whenever turn lanes are constructed on rural cross section arterial or collector roads. Bike lanes or paved shoulders shall be provided on all resurfacing or reconstruction roadway projects unless there are environmental or right-of-way constraints.

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**OBJECTIVE 6:** Develop a comprehensive holistic transportation planning process: The City will work towards adopting policies and procedures to ensure the best planning processes are utilized to develop and expand the multi-modal transportation network for the City of Lynn Haven.

---

**Policy 6.1:** The City shall consider the plans of multiple agencies when developing their transportation master plan. The following plans should be reviewed and considered:

- a) FDOT adopted 5-year work program
  - b) Annual Transportation Improvement Program and Long-Range Plan of the Bay County Transportation Planning organization (BC-TPO)
  - c) Transportation plans of all municipalities within Bay County
  - d) Transportation plans of adjacent counties
- 

**Policy 6.2:** Citizen participation shall be part of the transportation planning process. A Bicycle and Pedestrian Activities Committee (BPAC) should be formed comprised of advocates and users to ensure community interests are best served.

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**Policy 6.3:** Coordinate with mass transit providers on route expansion, increased headways, and transit system shelters located adjacent to new missed-use developments.

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**Policy 6.4:** The City shall actively participate in the TPO planning process and shall designate a City representative to serve on the Technical Advisory Committee to the TPO.

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**Policy 6.5:** Through coordination with the TPO, the City shall support the provision of transportation services to the transportation disadvantaged.

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**OBJECTIVE 7:** Right-of-way for future roadway improvements which are necessary for adequate traffic flow and arterial spacing shall be actively pursued.

---

**Policy 7-1:** Dedication of rights-of-way and easements for required improvements to support development traffic and to maintain adequate levels of service on the roadway network shall be required from private sector developers, in the following manner, through the adopted site approval process:

- a. Development-related improvements shall be at the expense of those who benefit, to include donation or dedication of right-of-way to the extent legally permissible; and
- b. The value of the land taken (if the transfer of property is to be compensated by the entity building the roadway) shall be assessed at a rate which does not consider an inflated value due to the improved or new roadway, but is based on the value of the land in its condition and use prior to the roadway improvements.

## CHAPTER 3. HOUSING ELEMENT

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**GOAL 1:** Assure the availability of an adequate supply of housing to meet the needs of all present and future residents of the City of Lynn Haven for all income levels, especially the very-low, low, and moderate income residents and those with special needs.

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**OBJECTIVE 1:** Monitor and plan for projected need and assist and encourage an increase in the supply of housing as necessary to provide safe and affordable ("affordable" as defined by Section 420.9071, Florida Statutes) dwelling units to meet the housing needs for projected population of Lynn Haven, especially for income groups with the greatest projected deficits of affordable housing.

---

**Policy 1-1:** The City shall ~~establish~~ continue involvement through partnerships and improved coordination with the private sector, non-profit and other organizations involved in housing production by ~~applying~~ assisting with applications for grant monies and other funding and providing other strong incentives which will aid and facilitate the private sector in increasing the supply of affordable housing.

---

**Policy 1- 2:** Continue to enforce building codes which will assure residents safe housing structures and at least once each planning period, annually evaluate the codes for compliance with the Florida Building Code, ~~specific codes that can be eliminated or relaxed to an extent that such actions do not endanger the structural integrity of the housing unit or compromise the safe and sanitary use of the unit by its inhabitants.~~

---

**Policy 1-3:** At least once each planning period, the City shall review and amend if necessary, ordinances, codes, regulations, fees and the permitting process to relax or eliminate unnecessary City requirements that may be barriers to the production of affordable housing.

---

**Policy 1-4:** Continue to plan for and provide all needed infrastructure and services associated with future housing need projections of all types and for all income groups.

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**Policy 1-5:** The City shall explore the feasibility of modifying/reducing infrastructure requirements and/or waiving or greatly reducing permitting and infrastructure fees to facilitate the development of affordable housing as a way of sponsoring and facilitating the construction of affordable homes for the income groups with the greatest projected deficits.

---

**Policy 1-6:** The City shall, when eligible, apply for grant funds such as CDBG and other funds for the provision of adequate infrastructure to areas designated for the production of housing for the very low, low, and moderate income households.

**Policy 1-7:** The City shall promote a positive image of affordable housing ~~as~~ encouraging the provision of a variety of housing units geared toward a mix of income levels that can blend well with existing development when compatible land uses and architectural styles are utilized.

---

**OBJECTIVE 2:** The City shall aggressively pursue a program to eliminate substandard housing conditions and/or structures by following established criteria for demolitions and for making structural and aesthetic improvements to existing housing and neighborhoods and when demolition is deemed necessary, the City shall provide relocation housing when such City activities displace residents in accordance with Section 421.55, Florida Statutes.

---

**Policy 2.1:** Continue code enforcement activities with regard to the elimination of unsafe and unsanitary housing conditions, utilizing “Housing Quality Standards” published by the U.S. Department of Housing and Urban Development (HUD) to identify and verify unsafe and/or substandard housing.

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**Policy 2-2:** The City shall annually review and revise as necessary a program for the elimination/demolition of structures that pose a threat to public safety, health and welfare.

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**Policy 2-3:** Pursue CDBG monies and other similar funding sources, in order to improve those neighborhoods within future designated CDBG target areas.

---

**Policy 2-4:** The City shall utilize and promote provisions in its land development code sufficient to beautify and upgrade existing structures.

---

**Policy 2-5:** The City shall ~~explore and~~ coordinate with appropriate agencies such as ~~DCA and~~ the Florida Homebuilder Association on the development of minimum livability standards and minimum housing safety codes that will facilitate the rehabilitation and recycling of older housing stock as well as facilitate the development of new affordable housing units.

---

**Policy 2-6:** The City shall utilize/enforce provisions in its land development code to eliminate eyesores, nuisance and junk.

---

**OBJECTIVE 3:** The City will continue to utilize its land development regulations to provide adequate residential land to accommodate the future needs of the very low-, low-, and moderate-income population. All proposed sites shall be reviewed on an individual basis, be compatible with surrounding land uses, and be determined based on the zoning and public hearing processes and the availability of facilities. ~~(amended by Ordinance 858; Adopted:10/24/06).~~

**Policy 3-1:** The City shall aggressively pursue and wisely utilize local, federal and state funding sources for conserving, rehabilitating, or demolishing existing housing stock as well as for producing affordable housing.

---

**Policy 3-2:** Ensure the availability of adequate land in residential districts that allow housing for all income levels. ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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~~**Policy 3-3:** Annually assess the very low, low, and moderate income housing needs and disseminate pertinent information, such as the Shimberg AHNA data, to all parties involved in the provision of affordable housing to keep them updated on current projections with special emphasis on the income groups that have the greatest deficits projected.~~

---

**Policy 3-3:** To leverage its financial and staff resources, the City will continue involvement in partnerships with all parties and organizations involved in the provision of housing and education of its citizens including but not limited to public and private for profit and not-for profit agencies, financial institutions, developers, the Homebuilders Association, the County Extension Service, etc., the City shall evaluate its land development regulations citing criteria for manufactured and modular homes and consider revisions that would facilitate the provision of affordable housing.

**Policy 3-4:** The City shall explore and include in its Land Development Codes strong incentives for the provision of affordable housing such as but not limited to the waiving of application and processing fees, effective use of land use strategies such as zero lot line development, clustering, reduced setback standards, modified infrastructure requirements, and other such strategies to promote the construction of affordable housing projects. ~~(amended by Ordinance 858; Adopted:10/24/06).~~

**Policy 3-5:** Allow for the location of affordable housing in all residential land use districts.

---

**OBJECTIVE 4:** Throughout the planning period, the City shall allow sites for mobile home parks and manufactured homes and will review proposed sites on an individual basis, to ensure compatibility with surrounding land uses, and determination shall be based on the public hearing process, site plan review process, and availability of facilities. ~~(amended by Ordinance 858; Adopted:10/24/06).~~

---

**Policy 4-1:** ~~At least once each planning period.~~

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**Policy 4-1 2:** The City shall continue to allow mobile home parks and manufactured housing in designated residential districts, based on the approval of specific requests, with infrastructure to meet the needs of the project. ~~(amended by Ordinance 858; Adopted:10/24/06).~~

---

**OBJECTIVE 5:** Throughout the planning period, the City shall allow group homes and foster care facilities licensed by the Department of Children and Families and review requests for such uses on an individual basis to ensure consistency with 89-372, F.S., compatibility with surrounding land uses, and determination shall be based on the public hearing process, the site plan review process, and availability of facilities. ~~(amended by Ordinance 858; Adopted:10/24/06).~~

---

**Policy 5-1:** Continue to provide these homes and facilities with infrastructure to meet the needs.

---

**Policy 5-2:** Continue to allow these homes and facilities to locate in all residential land use areas that allow single family homes. ~~with residential settings.~~

---

**Policy 5-3:** Request local agencies such as The ARC of The United States, Area Agency on Aging, and the Council on Aging to provide estimates of the unmet housing needs of the population groups which they serve and coordinate with those agencies to identify means for meeting these housing needs.

---

**Policy 5-4:** Annually update inventories of providers of special needs housing (group and foster homes, facilities for the homeless, etc.) including number and location.

---

**Policy 5-5:** Review and amend if necessary, local codes and ordinances to meet the needs of the physically disabled and ~~frail handicapped~~ those with special needs.

---

**OBJECTIVE 6:** Throughout the planning period, the City shall promote the conservation and enhancement of the existing housing stock and provide impetus for continuing neighborhood quality.

---

**Policy 6-1:** ~~Pursue and/or expand~~ Continue involvement in the SHIP, HOME, CDBG, and other similar programs, in order to improve substandard housing conditions and ~~redevelop~~ existing neighborhoods.

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**Policy 6-2:** Continue active code enforcement in all neighborhoods, thereby ensuring the quality of those neighborhoods.

---

**Policy 6-3:** Promote educational programs and incentives for families to learn how to maintain and improve their homes and neighborhoods.

---

**OBJECTIVE 7:** Utilize and periodically review procedures to identify and protect historically significant housing.

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**Policy 7-1:** Housing sites determined to be of historical significance shall be recorded prior to alteration or demolition.

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**Policy 7-2:** The City shall incorporate measures to conserve historically significant housing into its development review process.

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~~**OBJECTIVE 8:** The City shall periodically evaluate its housing implementation program consisting of the previous goals, objectives, and policies and actively seek to expand its program through utilization of additional resources and programs that address affordable housing.~~

---

~~**Policy 8-1:** To leverage its financial and staff resources, the City will pursue involvement in partnerships with all parties and organizations involved in the provision of housing and education of its citizens including but not limited to public and private for profit and not for profit agencies, financial institutions, developers, the Homebuilders Association, the County Extension Service, etc., the City shall evaluate its land development regulations citing criteria for manufactured and modular homes and consider revisions that would facilitate the provision of affordable housing.~~

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~~**OBJECTIVE 9:** Encourage energy efficiency in the design, construction, and rehabilitation of new and existing residential buildings in the City and incorporate alternative energy technologies in the land development regulations. (amended by Ordinance 928; Amended 02/23/10).~~

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~~**Policy 9-1:** The City shall encourage City staff to obtain LEED accreditation (amended by Ordinance 928; Amended 02/23/10.)~~

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**Policy 9-2:** The City shall encourage new legislation that promotes energy efficiency, use of alternative energy, and conservation alternatives, in the construction and rehabilitation of existing buildings. ~~{amended by Ordinance 928; Amended 02/23/10}.~~

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**Policy 9-3:** The City shall promote energy conservation through its land development regulations. ~~{amended by Ordinance 928; Amended 02/23/10}.~~

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**Policy 9-4:** The City shall review and improve its codes to remove obstacles to green building. ~~{amended by Ordinance 928; Amended 02/23/10}.~~

## CHAPTER 4. INFRASTRUCTURE ELEMENT

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**GOAL 1:** Provide needed public facilities in a manner that ensures protection of existing facilities and promotes orderly growth.

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**OBJECTIVE 1:** The City shall ensure that upon approval of a site plan or subdivision plat, adequate facility capacity is available, or will be available when needed to serve the development.

**Policy 1-1:** The following level of service standards are hereby adopted and shall be used for determining the availability of facility capacity:

| FACILITY       | LEVEL OF SERVICE               |
|----------------|--------------------------------|
| Sanitary Sewer | 98 gallons per capita per day  |
| Potable Water  | 135 gallons per capita per day |
| Solid Waste    | 6.5 pounds per capita per day  |

**Policy 1-2:** The City of Lynn Haven will continue to enforce a minimum city-wide stormwater quality level of service standard. This level of service standard will require stormwater facilities which:

- a) Provide retention, or detention with filtration, of the run-off from the first one inch of rainfall or,
- b) As an option for projects with drainage areas less than 100 acres, facilities which provide for retention, or detention with filtration, of the first one-half inch of run-off or provide for the discharge of stormwater equal to pre-development levels, whichever is greater ~~(amended by Ordinance 858; Adopted:10/24/06).~~

**Policy 1-2-01:** The land development regulations shall include standards by which to determine what type of stormwater management facilities are needed, depending on site specific conditions (such as the presence of wetlands, topography, and soils) ~~(amended by Ordinance 858; Adopted:10/24/06).~~

**Policy 1-2-02:** The City shall ensure that stormwater facilities are provided for developments which are below the thresholds included in DEP's Stormwater Rule ~~(amended by Ordinance 858; Adopted:10/24/06).~~

**Policy 1-2-03:** Based upon the findings of the Stormwater Master Plan, the City shall consider the need for a more stringent level of service in areas of special need. The Master Plan must be updated every 7-years.

---

**Policy 1-3:** The City of Lynn Haven will continue to enforce a minimum city-wide water quantity level of service that requires stormwater facilities which attenuate the 25 year critical duration storm event. a) While limiting rate and volume of discharge to pre-development levels, or b) To the capacity of the conveyance system ~~(amended by Ordinance 858; Adopted:10/24/06).~~

---

**Policy 1-3-01:** It shall be assumed that the capacity of the receiving water will allow for rate and volume discharges equal to pre-development levels, whichever is greater, unless engineering analysis using professionally accepted methodologies demonstrates that a differing discharge rate and volume should be used.

a) In requiring a lesser rate of discharge, the burden of analysis shall be the responsibility of the City.

b) In requesting a larger rate of discharge, the burden of analysis shall be the responsibility of the developer ~~(amended by Ordinance 858; Adopted:10/24/06).~~

---

**Policy 1-3-02:** Upon completion of the updated Stormwater Master Plan, the stormwater management regulations shall be re-evaluated. If a more or less stringent level of service is dictated by the Stormwater Master Plan, then this Plan shall be modified to conform to the needed level of service.

---

**Policy 1-4:** The City shall track facility demand and capacity information as site plans and subdivision plats are approved ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 1-5:** All improvements to public facilities shall be in accordance with the adopted level of service standard ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 1-6:** The City shall prepare annual summaries of capacity and demand information for each facility.

---

**Policy 1-7:** The City shall coordinate with other local entities supplying service facilities to the City to ensure proper levels of service are maintained.

**OBJECTIVE 2:** The City will maintain a five-year schedule of capital improvement needs for public facilities to be updated annually.

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**Policy 2-1:** Proposed capital improvement projects will be evaluated and ranked consistent with the ranking requirements as detailed in Objective 1, Policy 1-3 of the Capital Improvements Element. **these rankings will be presented to the City Commission annually during budget preparation workshops.**

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**GOAL 2: The City shall provide sanitary sewer, solid waste, stormwater management, and potable water facilities to meet existing and projected demands identified in this Plan.**

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**OBJECTIVE 1: Correct existing infrastructure deficiencies so as to continue to meet adopted level of service standards.**

---

**Policy 1-1:** Identify sources of groundwater inflow and infiltration and develop a program of rehabilitation for prevention. ~~The study shall be completed and the rehabilitation program initiated by the end of 2001.~~ This work must be consecutive with updating the hydraulic sewer model mentioned as directed in Policy 1-2.

---

**Policy 1-2:** Proceed with schedule to upgrade the sanitary sewer system as defined in the Hydraulic Sewer Model which must be updated every 5-7 years.

---

**Policy 1-3:** Implement the Master Stormwater Management Study identified in Goal 2, Objective 2 by correcting existing deficiencies identified in the Study. Work to correct these deficiencies shall be initiated subsequent to completion of the Master Stormwater Management Plan.

---

**Policy 1-4:** The City shall not accept stormwater from developments larger than a single family dwelling, duplex, triplex or quadruplex not part of a larger development for treatment in City maintained stormwater management facilities until completion of the Master Stormwater Management Plan or determination that acceptance of this stormwater will not exacerbate existing deficiencies or create new deficiencies. The City will require developments of subdivisions and commercial developments to construct onsite stormwater facilities that incorporate the City's 25 year critical storm events and D.E.P.'s requirements prior to being issued a Development Order.

---

**Policy 1-5:** Projects shall be undertaken in accordance with the schedule provided in the Capital Improvements Element of this Plan.

---

**Policy 1-6:** No permits shall be issued for new development which would result in an increase in demand on deficient facilities.

---

**Policy 1-7:** The City will initiate a work schedule program for maintaining minor drainage ways.

---

**OBJECTIVE 2:** Projected demands through the planning period will be met by undertaking the following projects:

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A. Sanitary Sewer Project: Increase the capacity of the sewer plant to meet the needs of the population ~~in the year 2005.~~ As the demands of the City expand.

B. Drainage Project: Coordinate with Bay County in ~~establishing a detailed~~ to keep an engineering study up to date every 5 years to include the City in a Master Stormwater Management Plan. When the study is complete, the City shall initiate implementation of recommendations of the Study, amending the 5-year schedule of Capital Improvements as necessary to include the projects.

C. Potable Water Project: Continue with inventory and mapping of the distribution system and identify future needs ~~by 2001~~ and amend the plan to include projects identified ~~(amended by Ordinance 858; Adopted:10/24/06).~~

---

**Policy 2-1:** Projects shall be undertaken in accordance with the schedule provided in the Capital Improvements Element of this Plan.

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**Policy 2-2:** All required outside agency permits shall be obtained prior to construction and/ or operation of facilities.

---

**Policy 2-3:** Areas discharging stormwater in quantities or of a quality that does not meet adopted level of service standards to surface waters where seagrass beds, oyster reefs or other living marine resources and areas where the lack of adequate stormwater controls poses a threat to human safety shall be considered priority areas for stormwater management facility improvements.

---

**Policy 2-4:** The City shall participate in the Intergovernmental Forum with Bay County and other municipalities to provide for solid and hazardous waste facilities sufficient to meet existing and future needs.

---

**OBJECTIVE 3:** Through the Land Development Regulations adopted in 1990 and as amended, the City shall require that all residents conserve water.

---

**Policy 3-1:** All new construction and all remodeling activities shall utilize fixtures conforming to the schedule of maximum water usage as required by the Florida Building Code and set forth in Table 604.4, thereby conserving the potable water resources ~~(amended by Ordinance 858; Adopted:10/24/06).~~



---

**Policy 3-2:** During times of drought, the City shall restrict irrigation to between 5:00 a.m. and 11:00 p.m., thereby conserving the potable water resources at the direction of the City Manager or their designee.

---

**Policy 3-3:** ~~Discourage the sale of irrigation meters.~~ Encourage the use of reclaimed water where available, and wells for irrigation.

---

**OBJECTIVE 4:** Throughout the planning period, the City shall require growth patterns in an orderly manner and where services are available to prevent urban sprawl.

---

**Policy 4-1:** The City shall prohibit growth in areas where all facilities and services are unavailable, while coordinating with developers to provide adequate facilities for proposed growth.

---

**OBJECTIVE 5:** The extension of facilities and services shall ensure orderly development of new growth and preclude urban sprawl, leap-frog and strip developments ~~(amended by Ordinance 858; Adopted: 10/24/06).~~

---

**Policy 5-1:** The expansion of services beyond City boundaries shall be limited to those areas contiguous to the City boundaries and within the adopted Urban Service Area ~~(amended by Ordinance 858; Adopted: 10/24/06).~~

---

**Policy 5-2:** The expansion of services beyond City boundaries shall be limited to:

- a) residential land uses with densities of four (4) units per acre or greater;
- b) commercial uses with less than sixty-five (65) percent impervious surface ratios; or
- c) mixed use with residential densities of four (4) units per acre or more or commercial intensity of not less than sixty-five (65) percent impervious surface ratio ~~(amended by Ordinance 858; Adopted: 10/24/06.)~~

---

**Policy 5-3:** Annexation of unincorporated areas shall meet at least one (1) of the following standards:

- a) Eliminating enclaves.
- b) Improve the delivery of urban services.
- c) Incorporate areas contiguous to existing City boundaries.
- d) Expand City tax base ~~(amended by Ordinance 858; Adopted: 10/24/06).~~

---

**Policy 5-4:** Density or intensity requirements for areas of expansion shall be consistent with density or intensity requirements established in Future Land Use Element, Goal 1, Objective 2 ~~(amended by Ordinance 858; Adopted:10/24/06).~~

---

**Policy 5-5:** The extension of facilities and services to annexation areas shall be consistent with the following set of criteria:

- A) The project represents a logical extension of facilities and services within a designated service area.
- B) The project promotes economic development within the City and/or redevelopment of blighted areas.

---

**Policy 5-6:** The extension of facilities and services to projects promoting in-fill development or to areas currently lacking full service will be assigned a higher priority than extending facilities and service to annexation areas.

---

**Policy 5-7:** The expansion of potable water and sanitary sewer service facilities shall be implemented through the collection of impact fees and user charges proportional to the costs of expanding and operating such systems.

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**OBJECTIVE 6:** Sanitary sewer service facilities shall be provided within the existing and potential service areas so as to maintain quality of surface waters. ~~at the level established in Chapter 62-3.161, Florida Administrative Code.~~

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**Policy 6-1:** Areas with reported septic tank problems and areas experiencing growth that are not suited for onsite sewage disposal systems shall be priority areas for extension of the collection system.

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**Policy 6-2:** Property owners utilizing septic tanks shall be required to be tied on the Lynn Haven sewer system within one year of availability, as defined by the Department of Health and Rehabilitation Services. ~~Rule 10-D-6, 64-6,~~ Florida Administrative Code.

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**Policy 6-3:** The City shall coordinate with the Bay County Health Department to insure that septic tanks are not approved for use where sanitary sewer service is available, as defined in Policy 6-2.

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**GOAL 3:** Adequate stormwater drainage will be provided to afford reasonable protection from flooding and to prevent degradation of quality of receiving water.

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**OBJECTIVE 1:** Throughout the planning period, enact and enforce stormwater management regulations which provide for protection of natural drainage features, and require that future development utilizes stormwater management systems.

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**Policy I-2:** The City will ensure that major and minor drainage systems are inspected and receive required maintenance on at least an annual basis.

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**GOAL 4: To protect areas providing natural groundwater aquifer recharge in the City of Lynn Haven.**

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**OBJECTIVE 1:** The City will restrict land uses in areas providing natural groundwater aquifer recharge.

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**Policy 1-1:** The City will coordinate with the Northwest Florida Water Management District to identify areas providing aquifer recharge that need protection.

## CHAPTER 5. COASTAL MANAGEMENT ELEMENT

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### GOAL 1: Protect, preserve and enhance the natural resources of the coastal area.

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**OBJECTIVE 1:** Protect native vegetation and wetlands by continuing to regulate development along the waterfront and coastal wetlands (~~amended by Ordinance 858; Adopted:10/24/06~~).

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**Policy 1-1:** The definition of the City's coastal area shall be that area that is thirty feet (30 ft.) from the MHWL of waters of the State (~~amended by Ordinance 858; Adopted:10/24/06~~).

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**Policy 1-2:** The City shall continue to enforce its ordinances with regard to the thirty (30) foot setback, which prohibits development within thirty (30) feet of the mean high water mark of waters of the State, and for the maintenance of undisturbed native vegetation within the thirty (30) foot waterfront and wetland setback area. Allowance will continue to be made to provide reasonable access to the shoreline (~~amended by Ordinance 858; Adopted:10/24/06~~).

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**Policy 1-3:** Areas containing endangered species and unique areas shall not be developed for any use that would create loss of the community or habitat. All new development shall include, in development permit applications, an environmental survey of the site identifying locations of threatened and endangered species and exemplary communities as defined by the Florida Natural Areas Inventory.

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**Policy 1-4:** When City-maintained lands are landscaped, drought tolerant species shall be used (~~amended by Ordinance 858; Adopted:10/24/06~~).

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**OBJECTIVE 2:** Restrict land uses and dredge and fill activities that disturb seagrass beds and other marine nursery areas.

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**Policy 2-1:** The City shall ~~enact an ordinance which~~ continue to restricts land uses that discharge untreated stormwater or other effluents into areas containing sea grass beds or other marine nursery areas.

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**Policy 2-2:** All new, expanded or redeveloped marinas shall:

- 1) Demonstrate the presence of upland areas which are large enough to accommodate all required utility and support facilities as well as enough parking to satisfy the projected demand based upon professionally accepted standards such as those of the Institute of Transportation Engineers;

- 2) Provide public access;
- 3) Lie outside areas identified as inappropriate for marina development. ~~in the Marina Siting Study for West Florida (West Florida Regional Planning Council; June 1984);~~
- 4) Demonstrate oil spill cleanup capability within boundaries of the leased area;
- 5) Provide a hurricane mitigation and evacuation plan;
- 6) Be located in proximity to natural channels so that minimum or no dredging shall be required for provision of docking facilities;
- 7) Be tied onto the Lynn Haven sanitary sewer facilities Marinas with fueling facilities will provide pump-out facilities at each fuel dock. Commercial marinas and those with live-aboard overnight transient traffic shall prohibit inappropriate sewage pump out;
- 8) Maintain water quality standards as provide by Chapter 403, Florida Statutes;
- 9) Locate in areas having adequate water depth to accommodate the proposed boat use without disturbance of bottom habitats;
- 10) Delineate immediate access points with channel markers that indicate speed limits and any other applicable regulations;
- 11) Be sited in areas designated for commercial or recreational uses in the Future Land Use Map; and;
- 12) Demonstrate that it meets a public need thereby demonstrating economic viability/feasibility.

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**Policy 2-3:** Prohibit the location and construction of shoreline protection structures or other appurtenances requiring dredging or filling in areas and along shorelines dominated by estuarine wetlands and seagrass beds.

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**OBJECTIVE 3:** Maintain or improve the water quality of the City's surface waters.

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**Policy 3-1:** The City shall continue to enforce an ordinance requiring the use of appropriate erosion control methods to eliminate offsite migration of soil particles during and after all construction activities.

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**Policy 3-2:** The City shall coordinate with Bay County and other municipalities to develop a Comprehensive Stormwater Management Study which identifies specific stormwater problems and recommendations for eliminating these sources of stormwater pollution.

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**Policy 3-3:** Upon completion of the Study, the City shall initiate implementation of the identified actions necessary to upgrade the present drainage system to facilitate collection and treatment of stormwater discharge from existing development.

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**Policy 3-4:** New sewage treatment plants, industries, and other facilities discharging waste products, should dispose of effluents via land spreading, spray irrigation, recycling, or by other means that will avoid discharge of contaminants into surface waters.

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**Policy 3-5:** Prohibit the siting of septic tanks where the soils are unsuited for such use.

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**Policy 3-6:** Create a Deer Point Lake Watershed Reservoir Protection Zone, to protect the water quality of the Deerpoint Reservoir; defined as that area described in Chapter 67-1101, Laws of Florida, which limits impervious surface to a maximum of forty-five percent (45%), prohibits high density residential, prohibiting a number of uses, limiting residential densities, hazardous uses, septic tanks, requires public sanitary sewer service, requires municipal solid waste service, and requires stormwater discharge facilities which discharge directly to Deer Point Lake to include an additional level of treatment equivalent to Outstanding Florida Waters standards (~~amended by Ordinance 836; Adopted: 12/27/05~~ **Ordinance 1135; Adopted 10/11/2022**).

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**OBJECTIVE 4:** Coordinate with Bay County and other appropriate agencies to promoted natural resource conservation and protection activities.

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~~**Policy 4-1:** Continue to participate in the Bay Environmental Study Team to address the conservation, use, and protection of unique vegetative communities and water bodies.~~

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**Policy 4-1: 2:** Continue to cooperate with all appropriate agencies, including the Florida Department of Environmental Protection and the Florida ~~Game and Freshwater Fish~~ **and Wildlife Conservation** Commission, to protect areas that have been set aside as conservation and recreation areas on the Future Land Use Map through proper management of natural resources and wildlife habitats.

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**OBJECTIVE 5:** Adopt criteria for the permitting of shoreline land uses.

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**Policy 5-1:** Priority for siting of shoreline land uses shall be as follows:

- 1) Conservation or Recreation;
- 2) Water-dependent Commercial/Industrial;
- 3) Residential; and
- 4) Water-related Commercial/Industrial.

**Policy 5-2:** All new or redeveloped shoreline land use shall:

- 1) Locate on existing upland areas;
- 2) Be constructed to conform to coastal construction building codes;
- 3) Be constructed landward of the Coastal Construction Control Line or consistent with DEP permitting regulations;

- 4) Demonstrate that existing public utilities, infrastructure and services are in place to support the proposed use;
- 5) Not be in conflict with existing, conforming, adjacent land uses;
- 6) Provide public access where traditional public access points are directly affected by the development;
- 7) Landscaping using native plant species;
- 8) Provide for stormwater facilities which provide treatment for all service water to adopted level of service standards identified in the Stormwater Management sub-element of this plan; and
- 9) Provide for minimum impervious coverage especially in construction of parking facilities.

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**OBJECTIVE 6:** Preserve and, where necessary, improve existing public access to the beaches and shoreline of the City and add additional access sites and facilities.

---

**Policy 6-1:** The development review process shall consider impacts of development or redevelopment on publicly established access ways to the ~~beach~~ shoreline. Developments which would preclude such access shall not be approved unless a comparable alternative access way is provided as a condition of development consistent with Ch. 161.55 (6) F.S.

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**Policy 6-2:** Land development regulations shall include incentives for commercial development with water access to provide parking facilities and bicycle and pedestrian access for public use, which may include expedited permitting or increased intensity or lot coverage, as long as stormwater levels of service can be maintained and the site is not located in the Coastal High Hazard Area ~~(amended by Ordinance 858; Adopted:10/24/06).~~

---

**Policy 6-3:** Where applicable, land development regulations shall require Traditional Neighborhood Developments (TNDs) and Planned Unit Developments (PUDs) to provide public access to the waterfront ~~(amended by Ordinance 858; Adopted:10/24/06).~~

---

**OBJECTIVE 7:** Development in the coastal high hazard area shall occur only if adequate infrastructure to maintain the adopted level of service is in place by the time of project completion to serve the proposed development ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 7-1:** Levels of service shall be consistent with those adopted in the Infrastructure Element, the Transportation Element, the Recreation and Open Space Element, and the Capital Improvements Element ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**GOAL 2: Reduce vulnerability to hurricanes and protect human life from natural disaster.**



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**OBJECTIVE 1:** Maintain a roadway clearance time for hurricane evacuation of 16 hours.

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**Policy 1-1:** Review hurricane evacuation plans through a combined meeting of the Bay County Emergency Management Department, the Bay County Planning Department, other County municipalities, and any other relevant agencies, every other year, or as deemed necessary by the Bay County Emergency Management Department.

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**Policy 1-2:** Improvements to road segments that are a part of the hurricane evacuation route shall be considered a priority in making traffic circulation improvements.

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**Policy 1-3:** Consider impacts on the transportation system relative to hurricane evacuation in the development approval process. Developments shall not be approved that increase roadway clearance times beyond 16 hours unless road improvements are made to maintain clearance times.

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**Policy 1-4:** Limit the location of group homes, nursing homes, or other uses which have special evacuation requirements in the coastal high hazard area.

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**OBJECTIVE 2:** Identify the coastal high hazard area.

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**Policy 2-1:** The coastal high hazard area as defined by section 163.3178(2)(h)9, Florida Statutes is the area below the elevation of the category 1 storm surge line as established by a Sea, Lake, and Overland Surges from Hurricanes (SLOSH) computerized storm surge model. ~~as depicted in the Coastal Management Element Map Series. (amended by Ordinance 836; Adopted: 12/27/05); (amended by Ordinance 912; Adopted: 12/009/08).~~

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**Policy 2-2:** The evacuation zone for a Category 1 hurricane is depicted in the Coastal Management Element Map Series ~~(amended by Ordinance 836; Adopted: 12/27/05).~~

---

**Policy 2-3:** Notify owners of property in the coastal high hazard area of property designation to increase public awareness of hurricane hazard and post-disaster redevelopment policy.

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**OBJECTIVE 3:** Limit population density in the coastal high hazard area prior to and following major storm events to reduce exposure of human life to natural disasters.

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**OBJECTIVE 4:** Limit public expenditures for public facilities and infrastructure in the Coastal High Hazard Area.

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**Policy 4-1:** Public facilities shall not be located or improved in the Coastal High Hazard Area unless the following criteria are met:

- 1) The facilities are necessary to protect the health and safety of those living in the Coastal High Hazard Area; ~~(amended by Ordinance 928; Amended 02/23/10).~~
  - 2) The facilities are necessary to restore and/or enhance natural resources ~~(amended by Ordinance 928; Amended 02/23/10).~~
  - 3) The facilities are needed to maintain adopted level of service standards or support currently approved future land uses within the Coastal High Hazard Area. ~~(amended by Ordinance 928; Amended 02/23/10).~~
- 

**OBJECTIVE 5:** Cooperate with all agencies to produce and implement a post-disaster redevelopment plan that identifies short-term recovery and long-term redevelopment activities.

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**Policy 5-1:** The following post-disaster actions shall be considered short-term measures:

- 1) Damage assessment to meet post-disaster assistance requirements and to aid in post-disaster redevelopment decisions;
  - 2) Debris removal
  - 3) Emergency protection measures including repairs to water, sewer, electric, and other public utilities to restore service;
  - 4) Public assistance including temporary housing and provision of food and clothing.
- 

**Policy 5-2:** The following post-disaster actions shall be considered long-term redevelopment activities:

- 1) Repair or restoration of private commercial or residential structures with damage in excess of 50% of assessed value;
  - 2) Major repair of streets, highways, and bridges;
  - 3) Major repair of other public infrastructures;
  - 4) Repair or restoration of minor structures such as dune walkovers or decks.
- 

**OBJECTIVE 6:** The post-disaster redevelopment plan will provide a process for relocation, removal or modification of damaged structures necessary to reduce the exposure of human life and property to natural hazards.

**Policy 6-1:** Decisions regarding relocation, removal or modification of structures shall be based on the following criteria:

- 1) Compliance with National Flood Insurance minimum elevation and construction standards for flood proofing;
  - 2) Conformity and minimum coastal construction standards;
  - 3) Hazard mitigation sufficiency;
  - 4) Extent of damage.
- 

**Policy 6-2:** Development in Floodplains shall be restricted to that which does not decrease the water carrying capacity of floodways or increase flood heights and velocities in the floodway or increase flood hazards in areas not previously considered to have a flood hazard.

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**Policy 6-3:** Decisions regarding relocation or repair of damaged infrastructure shall be based on the following criteria:

- 1) Cost/benefit analysis;
  - 2) Potential for future service disruption;
  - 3) Availability of alternatives to provide comparable service capabilities;
  - 4) Impacts of relocation on service provision.
- 

**OBJECTIVE 7:** Establish criteria for land use, development and redevelopment in the Coastal High Hazard Area (~~amended by Ordinance 928; Amended 02/23/10~~).

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**Policy 7-1:** The following criteria shall be considered in permitting of construction / reconstruction in the Coastal High Hazard Area:

Siting:

- 1) Placement of required open space shall be in the most vulnerable area of the site;
- 2) Access to structures;
- 3) Orientation of neighboring structures for screening or diversion and hazard from loose debris;
- 4) Structures are setback from shoreline at the maximum distance possible.

Landscaping:

- 1) Native plant species are maintained and protected;
- 2) Provision of a landscaping plan which addresses the stabilization of dunes and soils;
- 3) Shrubbery and trees are planted so as to deflect floating material from building foundations.

Dune Protection:

- 1) Beach and dune conditions ~~are considered~~, including long-term shoreline erosion rates (Coastal Construction Manual, FEMA, ~~1986~~ **2021** or any updates).
- 

**Policy 7-2:** Areas within the Coastal High Hazard Area designated for industrial use shall allow light industrial trade and service activities including industrial support services, such as administration; business and professional offices; water-dependent and water-related commercial and industrial; and

conservation and recreation. Preference will be given to water dependent or water-related commercial and industrial uses when considering the siting of such uses.

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**Policy 7-3:** Land uses within the industrial park that handle, treat or dispose of hazardous materials injurious to fish and wildlife shall be prohibited in the Coastal High Hazard Area.

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**OBJECTIVE 8:** Prohibit development and redevelopment in areas that have received repeated storm damage, should any such areas be identified as a result of future storms.

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**Policy 8-1:** Damage survey information shall be used to determine areas of repeated storm damage.

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**OBJECTIVE 9:** Establish formal procedures to implement the post-disaster redevelopment plan.

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**Policy 9-1:** Cooperate with Bay County to prepare post-disaster redevelopment plan implementation procedures to be incorporated in the Bay County Comprehensive Emergency Management Plan and County operating procedures.

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**Policy 9-2:** Coordinate with Bay County's Emergency Management Department to ensure that interagency hazard mitigation reports concerning the City of Lynn Haven are properly reviewed by the City and that necessary amendments to the Comprehensive Plan to implement the hazard mitigation reports are made within six months of receipt of the reports.

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**GOAL 3: The City shall enhance efforts to prepare, adapt, mitigate and manage climate change impacts to achieve a resilient community.**

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**OBJECTIVE 1: Increase adaptability and resiliency to climate change impacts by developing a Vulnerability Assessment including strategies that address coastal flooding, tidal events, storm surge, flash floods, storm water runoff and other impacts related to or exacerbated by sea level rise, changing precipitation patterns, temperature increases, and other climate change factors.**

**Policy 1.1: The City has completed a Vulnerability Assessment compliant with Section 380.093(3), F.S. related to sea level rise, tidal flooding, storm surge, and to the extent practicable, rainfall and compound flooding. Sea level rise projections shall include the 2017 National Oceanic and Atmospheric Administration (NOAA) Intermediate Low and High scenarios. The City shall revisit the sea level rise projections if new data, agency or policy changes necessitate it. The City shall consider additional policy development based on the outcomes of the Vulnerability Assessment within six (6) months of its completion.**

Policy 1.2: The City shall continue to coordinate with Bay County on resiliency issues and review the County's Vulnerability Assessment upon its completion and within one (1) year of its completion the City shall consider additional policy development based upon its outcomes.

Policy 1.3: The City shall seek funding for adaptation projects and partnerships with other local governments related to the adaptation of critical infrastructure prioritized in its Vulnerability Assessment and the County Vulnerability Assessment.

OBJECTIVE 2: Include development and redevelopment principles, strategies, and engineering solutions into development and infrastructure decisions that reduce the flood risk in coastal areas which results from high-tide events, storm surge, flash floods, stormwater runoff, and the related impacts of sea-level rise.

Policy 2.1: The Vulnerability Assessment shall be a resource upon which to base new principles, strategies, and engineering solutions to reduce future flood risk of existing and future development along canals and the bay area including for the design of new infrastructure projects.

Policy 2.2: Analyze and determine whether to build, modify, adapt or relocate public infrastructure to allow for adaptation, strategic managed retreat or relocation from areas at risk to sea level rise.

Policy 2.3: The City shall regularly assess and plan for public infrastructure, facilities and utilities as required by the Capital Improvements Element, including the impacts of potential intensifying floods and sea level rise, and account for those impacts in engineering design criteria for projects where necessary.

Policy 2.4: Phase projects, including but not limited to, shorelines, backflow prevention devices, in-line check valves and other strategies based on the existing conditions, year of projected impacts and economies of scale to minimize commercial and residential disruption from future flooding.

Policy 2.5: Within one (1) year of completion of the Vulnerability Assessment, the City shall determine if updated or multiple levels of service are needed for infrastructure other than stormwater management. Consideration of levels of service may include current and future flood inundation and the ability to deliver established levels of service under those conditions.

OBJECTIVE 3: Encourage the use of best practices development and redevelopment principles, strategies, and engineering solutions that will result in the removal of coastal real property from flood zone designations established by the Federal Emergency Management Agency.

Policy 3.1: Develop and adopt Land Development Code provisions specific to vulnerable areas that include best-practice development that prioritizes the natural environment and habitats, and that includes strategies for protection, accommodation, managed retreat, and avoidance of flooding impacts.

Policy 3.2: To avoid exacerbating onsite flooding, prohibit stormwater discharge into waterways except via an approved connection to the municipal storm sewer system or privately permitted system through Northwest Florida Water Management District.

Policy 3.3: Encourage the use of pervious materials for landscaping and driveways in the coastal high

hazard area.

Policy 3.4: Actively seek funding for the implementation of projects and capital improvements in vulnerable areas associated adaptation strategies from sources such Federal and State grants and technical expertise assistance (in-kind); local storm water utility fees; Capital Improvement Plan prioritization; public/private partnerships; and other sources.

OBJECTIVE 4: Identify site development techniques and best practices that may reduce losses due to flooding and claims made under flood insurance policies issued in this state.

Policy 4.1: Develop and update land development techniques and best practices that will result in the removal of coastal real property from flood zone designations established by the Federal Emergency Management Agency. Such standards may include, but are not limited to, structural and nonstructural techniques such as, low impact development and green infrastructure strategies that will enhance water quality treatment while also providing flood mitigation benefits. Best practices include flood mitigation strategies, including design of elements on structures, such as electrical components, and modification of infrastructure (including utilities) and shall consider impacts to adjacent properties, historic properties, and infrastructure projects.

Policy 4.2: The City has adopted a local technical amendment to the Florida Building Code for structure elevation, consistent with the Florida Building Code, of base floor elevation plus 1 foot for residential and requiring that structures or substantial renovations be elevated based on these standards. Elevation standards shall also consider implications with the City's unique historic properties if applicable. Elevation standards shall also account for existing height regulations and the need to allow for limited increases in height consistent with elevation of properties or implementation of new freeboard standards as a point of analysis. Such elevation standards should be tied to the outcomes of the Vulnerability Assessment and current Stormwater Master Plan where appropriate and may not be consistently applied across the City geography due to future flood risk or FEMA flood zone designations.

Policy 4.3: The City shall continue to support the reduction of flood insurance premiums for City residents through the following actions:

1. Supporting programs and outreach which educate residents on the benefits of flood insurance, and their flood risk associated with high tide events, storm surge, flash floods, stormwater runoff, and the sea level rise;
2. Reviewing, developing, and enhancing standards and programs to mitigate increasing flood;
3. Coordinating with relevant stakeholders to secure access to technical assistance and support for these initiatives;
4. Participating in the Local Mitigation Strategy update process and development of local mitigation project lists.

OBJECTIVE 5: Be consistent with, or more stringent than, the flood-resistant construction requirements in the Florida Building Code and applicable flood plain management regulations set forth in 44 C.F.R. part 60.

Policy 5.1: Within two (2) years of completion of the Vulnerability Assessment, the City shall review and update its Floodplain Management and Landscape Code sections incorporating data where appropriate.



Policy 5.2: The City's Land Development Code shall continue to be consistent with or more stringent than the requirements in the Florida Building Code and applicable floodplain management regulations set forth in 44 C.F.R., Part 60.

OBJECTIVE 6: Require that any construction activities seaward of the coastal construction control lines established pursuant to s. 161.053 be consistent with chapter 161.

Policy 6.1: Continue to enforce the rules and regulations pertaining to the Department of Environmental Protection "Coastal Construction Control Line" and "Erosion Control Line" programs in the Land Development Code; and continue to prohibit non-beach related construction seaward of the Erosion Control Line and to provide performance standards for construction seaward of the Coastal Construction Control Line consistent with Chapter 161.053, F.S.

Policy 6.2: Continue established and ongoing programs that regulate coastal construction practices and contribute to the resilience of the built environment.

OBJECTIVE 7: The City shall continue to participate in the National Flood Insurance Program Community Rating System administered by the Federal Emergency Management Agency to achieve flood insurance premium discounts for their residents.

Policy 7.1: Link future cycles of Community Rating System scoring with completion of its Vulnerability Assessment to incorporate sea level rise projections as outlined by FEMA in the most recent version of the National Flood Insurance Program Community Rating System Coordinator's Manual.

Policy 7.2: Coordinate climate, vulnerability, sustainability and resiliency activities with Community Rating System cycles to enhance and maximize community outreach activities and result in reductions in flood risk and insurance premiums for residents and businesses.

## **CHAPTER 6. CONSERVATION ELEMENT**



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**GOAL 1: Preserve, enhance, and maintain the natural resources and environmental amenities of the City of Lynn Haven to a state of quality which is the highest possible attainable.**

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**OBJECTIVE 1:** Throughout the planning period, the City shall remain within all minimum air quality standards required by outside agencies. The City shall reduce the effects of air pollution sources on adjacent land uses and on ambient air quality.

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**Policy 1-1:** Coordinate with state and federal regulatory agencies in monitoring ambient air quality.

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**Policy 1-2:** The City shall continue to require that all industrial land uses are directed away from residential areas and towards the industrial parks in the northwest and eastern portion of the City.

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**Policy 1-3:** The adopted land development regulations shall continue to include requirements for the placement of vegetated buffer areas between sources of air pollution, such as arterial roadways and industries, and less intense land uses, including residential, recreation and conservation. Existing, native vegetation shall be preserved within the buffer zone where it exists and shall be supplemented with additional, appropriate vegetation where needed.

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**Policy 1-4:** When appropriating funds for road improvements, adopted levels of service for roadways and the effects of traffic flow on the amount of air pollution generated by automobiles shall be considered.

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**Policy 1-5:** By 2001, adopt performance standards as part of the land development regulations that limit the types of industrial uses permitted to locate in the City to those that do not create air pollution in amounts that cannot be stopped at the property line by the buffers required in Policy 1-3.

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**OBJECTIVE 2:** In order to protect water quality, the City shall protect all its surface waters and ground waters from the intrusion of pollutants throughout the planning period. This shall be accomplished through the site plan review process, and by the creation of a storm water management study, ~~to be developed by the year 2001.~~

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**Policy 2-1:** Throughout the planning period, the City shall require that all new developments, using the site plan review process, provide storm water management systems that provide a level of service consistent with that adopted in the Infrastructure Element of this Plan ~~(amended by Ordinance 858; Adopted: 10/24/06).~~

**Policy 2-2:** The City shall continue to comply with all effluent standards in the operation of the wastewater treatment plant.

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**Policy 2-3:** The City shall continue to enforce a wellhead protection ordinance that protects water supplies within the zone of influence of existing public water supply wells and projected zones of influence of designated future well sites. The City shall coordinate with the Northwest Florida Water Management District to maintain accurate zones of influence.

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**OBJECTIVE 3:** Throughout the planning period, the City shall continue to protect all areas that fall within the 100-year floodplain. The City shall use the Flood Insurance Rate Map and the site plan review process as the tools for implementation.

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**Policy 3-1:** The City shall continue to enforce its floodplain ordinance restricting development in flood prone areas to that which does not decrease the water-carrying capacity of floodways or increase flood heights and velocities in the floodway or increase flood hazards in other areas.

---

**OBJECTIVE 4:** Throughout the planning period, the City shall conserve the water supply and protect the quantity and quality of the current water source and any new water sources.

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**Policy 4-1:** The City shall enforce water conservation during times of drought by enforcing an ordinance which prohibits irrigation as needed and shall keep the public informed of these restrictions through newspaper and/or other media notices and posted notices (~~amended by Ordinance 928; Adopted 02/23/10~~).

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**Policy 4-2:** The City shall continue to adhere to any emergency water conservation measures imposed by the Northwest Florida Water Management District.

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**Policy 4-3:** The City shall require that all new construction and all remodeling activities utilize fixtures conforming to the schedule adopted in the Infrastructure Element (Policy 3-1) for maximum water usage, thereby conserving potable water resources (~~amended by Ordinance 858; Adopted: 10/24/06~~).

---

**Policy 4-4:** The City shall continue its enforcement policy of allowing septic tanks only in infill areas where central sewer is unavailable and only upon issuance of a Bay County Health Department permit (~~amended by Ordinance 858; Adopted: 10/24/06~~).

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**Policy 4-5:** As soon as sanitary sewer facilities become available, the City may require that any residence still using a septic tank be hooked-up to the central sewer system, as required by City Codes ~~(amended by Ordinance 928; Adopted 02/23/10).~~

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**Policy 4-6:** The City shall require that commercial developers use reclaimed water for landscape irrigation and industrial applications. The requirement shall be waived where the City determines it is not feasible ~~(amended by Ordinance 928; Adopted 02/23/10).~~

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**OBJECTIVE 5:** The City shall conserve and protect soils, native vegetative communities, wetlands, wildlife and wildlife habitats from adverse effects, with emphasis on threatened and endangered species. This objective shall be effective throughout the planning period ~~(amended by Ordinance 928; Adopted 02/23/10).~~

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**Policy 5-1:** The City shall require a developer to provide an assessment of the potential adverse effects on threatened and endangered species for all proposed development sites.

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**Policy 5-2:** When one or more of a threatened or endangered species is found on a development site, development activities which may cause harm to the species shall not be allowed until a management plan has been prepared which reduces the adverse effect of the project on the species. The portion of the site that provides habitat for the species plus a buffer between development and the habitat shall be designated as open space. The size of the buffer shall be determined based on the intensity of the proposed development and shall be included in the land development regulations.

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**Policy 5-3:** The City shall coordinate with the Florida Natural Areas Inventory and the Florida Game and Freshwater Fish Commission to identify areas likely to support or with documented occurrences of threatened or endangered species and shall develop appropriate requirements for protection of these habitats. These protection requirements shall be enforced through the Land Development Regulations.

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**Policy 5-4:** The City shall continue to enforce a Landscape Ordinance which provides for the extensive use of native vegetation, thereby promoting the regeneration of natural habitats ~~(amended by Ordinance 858; Adopted: 10/24/06).~~

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**Policy 5-5:** The City shall cooperate with adjacent local governments to conserve, appropriately use, or protect unique vegetative communities located within one or more jurisdictions, if any such communities are identified.

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**Policy 5-6:** All development other than individual single-family residential construction which is not part of a larger common plan of development shall preserve a minimum of 10 percent of its area as open space landscaped with native species in accordance with a City Landscape Ordinance.

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**Policy 5-7:** Continue to enforce a Tree Ordinance to protect individual large, mature trees from indiscriminate and avoidable destruction.

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**Policy 5-8:** Require the protection of native vegetation, subject to site plan approval, along the shoreline of all water bodies, including coastal and inland wetlands, with allowance for visual and authorized pedestrian access to the shorelines of water bodies.

a) Native vegetative buffers shall extend landward a minimum of thirty (30) feet from the mean high-water line along waters of the State or from the wetland delineation line (amended by Ordinance 928; Adopted: 02/23/10).

b) Native vegetative buffers shall extend thirty (30) feet from the wetland delineation line; however, for cases of an inland wetland system, the City may establish an alternative method of providing this buffer in the ULDC that allows for a net average width of 30 feet with a minimum width of 15 feet. This alternative method shall not diminish the total required square footage of the buffer based on the uniform 30-foot buffer. It shall only be used on developed commercial lots and on lots located within platted residential subdivisions as of 03/24/2010, the effective date of Plan Amendment 2010-1-T-12, and where unique and unusual site conditions preclude the establishment of a uniform 30-foot buffer. Site design shall minimize the extent to which the buffer is reduced to less than 30 feet. If implemented, the ULDC shall include, at a minimum, standards which clearly define when such an exception may apply and additional development standards, to ensure adequate protection of the wetland (amended by Ordinance 928; Adopted: 02/23/10).

c) In areas designated as "V" or velocity zones by the Federal Emergency Management Agency, the native vegetative buffers shall extend fifty (50) feet landward from the mean high-water line along waters of the State or from the wetland delineation line (amended by Ordinance 858; Adopted: 10/24/06).

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**Policy 5-9:** Prohibit the location and construction of shoreline protection structures in areas along shorelines dominated by estuarine wetlands.

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**Policy 5-10:** When approving water dependent land uses, the City shall consider the location of marine habitats, including oyster reefs and sea grass beds relative to the proposed land use. Water access to these land uses shall be located so as to avoid destruction of marine habitats. The location of marine habitats shall be based on best available data. The City shall request that the Department of Environmental Protection or other appropriate agency update surveys of marine habitats that are more than ten years old.

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**Policy 5-11:** Open space required in Policy 5-6 shall be sited so as to protect wildlife habitats occurring naturally on the site. The open space shall be left undisturbed except where to supplement existing vegetation with additional native vegetation, where appropriate.

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**Policy 5-12:** Establish a development review process to include input from appropriate agencies, such as the U.S. Natural Resource Conservation Service, regarding soil suitability for proposed land uses.

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**Policy 5-13:** The Land Development Regulations shall include requirements for the protection of topsoils from erosion caused by development.

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**Policy 5-14:** Environmentally sensitive lands shall include, but not be limited to: floodplains as identified by the Federal Emergency Management Agency; wetlands under the jurisdiction of the Northwest Florida Water Management District, the Department of Environmental Protection and/or the U.S. Army Corps of Engineers, whichever jurisdiction is greater; and areas identifies by the Florida Natural Areas Inventory. Development will be allowed in these areas only to the extent that the natural function of these areas are not impaired ~~(amended by Ordinance 928; Adopted: 02/23/10).~~

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**Policy 5-15:** The City shall encourage the acquisition of wetlands that retain the ability to perform ecological services such as groundwater recharge, water storage and wildlife habitat and pursue appropriate funding mechanisms for the purchase of healthy wetlands ~~(amended by Ordinance 928; Adopted: 02/23/10).~~

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**Policy 5-16:** Mitigation options to replace wetland function and productivity lost due to development activities, shall be included in the Unified Land Development Code ~~(amended by Ordinance 928; Adopted: 02/23/10).~~

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**Policy 5-17:** Where jurisdictional overlap occurs, wetlands regulation will be coordinated with the Northwest Florida Water Management District, the Department of Environmental Protection and/or the U.S. Army Corps of Engineers in order to avoid unnecessary impacts to resources and excessive delays in the development process ~~(amended by Ordinance 928; Adopted 02/23/10).~~

---

**OBJECTIVE 6:** Throughout the planning period, the City shall prohibit the disposal of hazardous wastes into the public sewer system, and drainage canals and ditches. The hazardous wastes which are prohibited will be listed in the City's revised land development regulations. Hazardous wastes shall continue to be addressed during the site plan review process.

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**Policy 6-1:** The City shall coordinate with Bay County to facilitate the construction of a temporary transfer storage facility for hazardous waste ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 6-2:** Develop and implement a program to educate the public concerning the proper storage and disposal of household hazardous waste.

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**OBJECTIVE 7:** The City shall continue to maintain acceptable levels of air and water quality within the CRA ~~(amended by Ordinance 928; Adopted:02/23/10).~~

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**Policy 7-1:** The City will exercise its best effort to reduce the potential for air pollution from auto emissions by continuing to require vegetative buffering along roadways and by promoting alternative forms of transportation ~~(amended by Ordinance 928; Adopted:02/23/10).~~

---

**Policy 7-2:** The City will encourage, via the Future Land Use Element and the land development code, the type and density of development that is consistent with proper maintenance of clean air and water ~~(amended by Ordinance 928; Adopted:02/23/10).~~

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**Policy 7-3:** The City will comply with all state and federal laws and regulations governing clean air and water resources ~~(amended by Ordinance 928; Adopted:02/23/10).~~

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**OBJECTIVE 8:** The City shall promote energy and resource efficiency within the CRA through the following policies: ~~(amended by Ordinance 928; Adopted:02/23/10).~~

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**Policy 8-1:** Encourage developers to pursue Green Building programs such as the United States Green Building Council's Leadership in Energy and Environmental Design (LEED) or other related programs ~~(amended by Ordinance 928; Adopted:02/23/10).~~

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**Policy 8-2:** Support mixed use developments that incorporate employment, commercial and residential opportunities while promoting pedestrian and bicycle access ~~(amended by Ordinance 928; Adopted:02/23/10).~~

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**Policy 8-3:** Encourage developers to pursue green development practices. The City will examine the feasibility of creating incentives to promote such practices ~~(amended by Ordinance 928; Adopted:02/23/10).~~

## **CHAPTER 7. RECREATION AND OPEN SPACE ELEMENT**

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**GOAL 1: Provide adequate recreation facilities, both active and passive, and open space areas for all citizens of Lynn Haven through a combination of public and private facilities and in coordination with appropriate federal agencies.**

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**OBJECTIVE 1:** Expand and Upgrade existing recreational sites and facilities. as identified in the Five Year Schedule of Capital Improvements. The City consists of 10.53 square miles with a population at the last census of 18,695. The estimated population for April 2024 was 20,469 with a projected population of 21,303 for 2035, and 22,284 at 2045.

The City provides a comprehensive system of public and private sites for recreation, including the 97.83 acre conservation park The Lynn Haven Bayou Park and Preserve which was donated to the City by The Trust for Public Land after being developed with money from the BP Deep Horizon Oil Spill mitigation fund. The City also has seven (7) neighborhood parks consisting of a total of 19.45 acres and includes mini parks, water access for kayak and boat launches, beach areas, picnic areas, waterview shaded seating, ball fields, tennis, basket ball and pickleball courts, pavilions, bathrooms, grilling areas, picnic tables, amphitheatre for public events, eight (8) childrens play grounds with play equipment including a wheelchair access swing, and a dog park. There is a sixty (60) acre sports complex with five (5) ballfield, two (2) outdoor basketball courts, four (4) outdoor pickleball courts and two (2) indoor basketball/pickleball courts) as well as walking paths. In addition to these there is a 3.1 mile rails to trails multi-use path for biking and walking with bike repair stations, benches, water fountains and trailhead parking, and two eighteen (18) hole golf course, private but open to the public.

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**Policy 1-1:** Continue to Provide the public with information concerning location and types of recreational sites.

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**Policy 1-2:** Continue to Provide signage to identify City parks and to direct the public to these sites.

**Policy 1-3:** Continue to expand upon the number and type of recreation and open space facilities available to the residents of Lynn Haven.

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**OBJECTIVE 2:** Public access to existing recreation facilities shall be guaranteed. All future recreational facilities will not be considered complete if public access is not provided.

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**Policy 2-1:** As deemed necessary and when land is available, the City shall provide parking areas and bicycle racks for recreation sites.

---

**OBJECTIVE 3:** Throughout the planning period, the City shall promote coordination with all appropriate government agencies (Bay County, other local municipalities, appropriate State, federal, and local agencies, and the private sector), to ~~require~~ ensure that the future recreation needs of the City of Lynn Haven are met.

---

**Policy 3-1:** The City shall continue, through the subdivision regulations to require the dedication of recreation land, or fee in lieu of, for all future residential developments.

**Policy 3-2:** Coordinate public and private resources to meet recreation needs through joint ventures, tax incentives, and other cooperative relationships.

**OBJECTIVE 4:** Ensure that parks and facilities will be provided to meet the needs of the projected population for the initial and remaining increments of the planning timeframe, as determined by this element's data and analysis.

**Policy 4-1: Continue to expand upon athletic and sports programs and opportunities for the citizens of Lynn Haven facilities.**

**Policy 4-1:** ~~The City hereby adopts the r~~Recreation levels of services as follows:

**STANDARDS FOR PARKS BY CLASSIFICATION AND POPULATION RATIO**

| PARK FACILITY     | LEVEL OF SERVICE            | POPULATION SERVED | LOCATION                                                        | SERVICE AREA | SIZE RANGE              | FACILITIES                                                                                                                                       |
|-------------------|-----------------------------|-------------------|-----------------------------------------------------------------|--------------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| Play Lot          |                             | 500-3800          | Sub-neighborhood                                                | City Wide    | 2500 sq. ft. to 1 acre  | Play apparatus, sand areas, small wading or spray pool intended for children up to seven years of age                                            |
| Mini-Park         |                             | 500-2500          | Sub-Neighborhood                                                | City Wide    | 2500 sq. ft. to 5 acres | Play apparatus areas, open or free play area, landscaping                                                                                        |
| Neighborhood Park | 1 acre per 1,000 population | Up to 7,500       | Neighborhood Area. Adjacent to elementary school where feasible |              | 2 to 20 acres           | Play apparatus recreation areas, building, sports fields, paved multi-purpose courts, senior citizens area, open or free play area, landscaping. |

Source: Outdoor Recreation in Florida, 1976, State of Florida, Department of Natural Resources, May 1976. REVISED BY THE CITY OF LYNN HAVEN PLANNING DEPARTMENT, MARCH 1992.

**RECREATION SPECIAL USE AREA STANDARDS**

| SPECIAL FACILITY | SIZE RANGE | LEVEL OF SERVICE | SERVICE AREA | LOCATION |
|------------------|------------|------------------|--------------|----------|
|------------------|------------|------------------|--------------|----------|

| Golf Course                          | Minimum 50 acres | 1 (18 hole) course per 50,000 population | Within 20 miles of the population center | Population demand and required acreage are desirable |
|--------------------------------------|------------------|------------------------------------------|------------------------------------------|------------------------------------------------------|
| Lighted Tennis Courts                | 2 acres          | 1 per 2,500 population                   | City Wide                                | Play fields, neighborhood or community parks         |
| Lighted Basketball Court             | 0.6              | 1 per 5,000 population                   | City Wide                                | Play fields, neighborhood or community parks         |
| Lighted Baseball Diamonds Regulation | 4.5 acres        | 1 per 3,000 population                   | City Wide                                | Play fields, neighborhood or community parks         |
| Softball (and/or Youth) Diamonds     | 4.5 aces         | 1 per 3,000 population                   | City Wide                                | Play fields, neighborhood or community parks         |

Source: Outdoor Recreation in Florida, 1976, State of Florida Department of Natural Resources, May 1976. REVISED BY THE CITY OF LYNN HAVEN PLANNING DEPARTMENT, MARCH 1992.

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**Policy 4-2:** The City shall assure adequate acreage of land for new parks and recreation facilities, through the subdivision regulations, to meet the needs of the existing and projected population.

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**Policy 4-3:** The City shall minimize maintenance costs when developing new facilities, and when improving existing facilities, by including the installation of low maintenance landscaping facilities and site design.

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**Policy 4-4:** The City shall utilize available funds, including grants, loans or appropriations, to acquire and upgrade recreation sites and facilities, as needed.

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**Policy 4-5:** All future recreation facilities shall provide usability and access to all segments of the population, including special groups such as people with disabilities ~~the handicapped~~, the elderly, and the very young.

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**OBJECTIVE 5:** Throughout the planning period, the City and the private sector shall coordinate in a continuing and professional effort to provide adequate open space to meet the needs of the projected population for the initial and remaining increments of the planning timeframe. This objective shall be accomplished using the site plan and subdivision review processes.

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**Policy 5-1:** The City shall continue to require the provision of open space within all future residential development projects.

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**Policy 5-2:** The City shall regulate signage and continue to require green areas and appropriate buffering.

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**Policy 5-3:** The City shall continue to include a definition of open space in its Land Development Regulations and shall maintain recommendations concerning natural vegetation.

## **CHAPTER 8. INTERGOVERNMENTAL COORDINATION**

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**GOAL 1:** To maintain and improve existing avenues of intergovernmental coordination throughout all government and quasi-governmental entities, and, where necessary, establish new coordination mechanisms in order to upgrade the timeliness, equitability and efficiency of decision-making and implementation of all planning related activities.

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**OBJECTIVE 1:** Maintain, and establish, more direct channels with the County and adjacent municipalities through the establishment of an intergovernmental coordination forum.

---

**Policy 1-1:** Maintain representation through a City Commissioner in intergovernmental coordination forums to develop formal agreements with Bay County regarding roads, engineering, sheriff, and emergency preparedness.

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**Policy 1-2:** Submit a copy of the revised adopted comprehensive plan to the County's planning office for formal review and compatibility with the County's plan.

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**Policy 1-3:** Notify adjacent local governments concerning proposed development with potential impacts outside the jurisdiction of the City of Lynn Haven.

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**Policy 1-4:** Participate in the Intergovernmental Coordination Forum to coordinate management on bays and Estuaries (North Bay, Beatty Bayou, and Upper Goose Bayou).

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**Policy 1-5:** Implement an Urban Service Area for the purpose of coordinating provision of public services and facilities, future annexations and accommodation of projected population increases (amended by Ordinance 858; Adopted:10/24/06).

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**OBJECTIVE 2:** Maintain relations with the ~~West Florida Regional Planning Council~~ Emerald Coast Regional Council through the maintenance of intergovernmental forum and through a technical assistance relationship.

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**Policy 2-1:** Annually appoint a City Commission member to attend meetings with the ~~West Florida Regional Planning Council (WFRPC)~~ Emerald Coast Regional Council.

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**Policy 2-2:** Submit a copy of the revised comprehensive plan to the ~~WFRPC~~ Emerald Coast Regional Council for formal review and compatibility with the Regional Plan.

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**Policy 2-3:** Utilize the ~~West Florida Regional Planning~~ Emerald Coast Regional Council mediation process to address incompatible planning issues, annexation issues and conflicts with other local governments.

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**OBJECTIVE 3:** Coordinate the Comprehensive Plan with the Bay County District School Board and Bay County.

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**Policy 3-1:** Submit a copy of the new Comprehensive Plan to the Bay County District School Board and to Bay County.

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**Policy 3-2:** Provide for and encourage regular and extensive exchange of information between the City of Lynn Haven and the Bay County District School Board.

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**Policy 3-3:** ~~Execute an~~ Maintain the interlocal agreement with the Bay County District School Board to provide for coordination and evaluation of development proposals, school siting, enrollment forecasting, school capacity, infrastructure and safety needs of schools, schools as emergency shelters and shared facilities ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**Policy 3-4:** In accordance with Chapter 235.35, F.S., the City of Lynn Haven will coordinate with the Bay County District School Board in expending funds, separately or collectively, for facility improvements when such facility is contiguous or runs through the property of any existing or proposed educational plant.

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**Policy 3-5:** The City will continue to participate in the intergovernmental forum. This will serve as a coordinating mechanism for all plans.

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**Policy 3-6:** When there are conflicts and inconsistencies in the City's plan with regard to other local governments, the City shall utilize the regional planning council's informal mediation process.

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**Policy 3-7:** The City of Lynn Haven will ensure coordination of development review with the Bay County School District through the inclusion of a nonvoting representative of the District School Board to the City's Planning Commission ~~(amended by Ordinance 858; Adopted:10/24/06).~~

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**OBJECTIVE 4:** Ensure coordination with regard to the level of service standards for public facilities with state, Regional or local entity, including the school board, having operational or maintenance responsibility for such facility.

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**Policy 4-1:** Ensure that one of the responsibilities of the intergovernmental forum shall be the coordination of the levels of service with local, regional and state agencies.

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**Policy 4-2:** The City shall continue to assist citizens with levels of service standards and possible deficiencies relating to service.

## **CHAPTER 9. CAPITAL IMPROVEMENTS ELEMENT**

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**GOAL 1:** The City of Lynn Haven will ensure the provision of adequate public facilities to all residents within its jurisdiction in a timely and efficient manner.



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**OBJECTIVE1:** The Capital Improvements Element establishes adopted levels of service for public facilities and capital improvement projects which the City will undertake. The Five Year Schedule of Improvements shall identify projects which:

- (a) meet existing deficiencies;
- (b) provide necessary repair or replacement of existing facilities;
- (c) accommodate desired future growth.

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**Policy 1-1:** The capital improvements review team will consist of the City Manager or his appointed representative, Department Heads from Finance, Planning, Public Works and other representatives as deemed necessary by the City Manager. The team will evaluate and rank capital improvement projects proposed for inclusion in the Five-Year Schedule as recommended to the City Commission ~~(amended by Ordinance 931; Adopted: 05/25/10).~~

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**Policy 1-2:** The following levels of service (LOS) standards will be maintained as growth occurs in the City (amended by Ordinance 1047; Adopted: 12/12/2017).

**LOS STANDARDS FOR THE CITY OF LYNN HAVEN PUBLIC FACILITIES (DO THESE NEED TO BE UPDATED?)**

**A. sanitary Sewer, Solid Waste, Drainage and Potable Water LOS Standards**

|                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sanitary Sewer | 98 gallons per capita per day (gpcpd)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Solid Waste    | 6.5 pounds per capita per day (ppcpd)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Potable Water  | 135 gallons per capita per day (gpcpd)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Drainage       | (a) retention or detention with filtration, of the run off from the first one inch of rainfall; or as an option for projects with drainage areas less than 100 acres, facilities which provide for retention, or detention with filtration, of the first one-half inch of run-off or provide for the discharge of stormwater equal to predevelopment levels, whichever is greater.<br><br>b) Attenuate the 25-year critical duration storm event while limiting discharge to predevelopment levels or to the capacity of the receiving water. It shall be assumed that the capacity of the receiving water will allow for discharges equal to predevelopment levels or the first inch of rainfall, whichever is greater, unless an engineering analysis using professionally accepted methodologies demonstrates that a differing discharge rate should be used. In requiring a lesser rate of discharge, the burden of analysis shall be the responsibility of the City. In |

|  |                                                                                                             |
|--|-------------------------------------------------------------------------------------------------------------|
|  | requesting a larger rate of discharge, the burden of analysis shall be the responsibility of the developer. |
|--|-------------------------------------------------------------------------------------------------------------|

B. Recreation. Five (5) acres of land per 1,000 population (amended by Ordinance 858; Adopted:10/24/06).

C. Public School Facilities (amended by Ordinance 931; Adopted: 05/25/10).

The Department of Education permanent Florida Inventory of School Houses (FISH) capacity is adopted as the uniform methodology to determine the capacity of each school. The level of service standards by type of school shall be depicted in Table 9.1 below.

**TABLE 9.1: LEVEL OF SERVICE STANDARDS**

| Type of School                            | Level of Service                |
|-------------------------------------------|---------------------------------|
| Elementary                                | 100% of Permanent FISH Capacity |
| Middle                                    | 100% of Permanent FISH Capacity |
| High                                      | 100% of Permanent FISH Capacity |
| FISH – Florida Inventory of School Houses |                                 |

The following student generation rates, as noted in Table 9-2, shall be utilized when determining school concurrency.

**TABLE 9.2: STUDENT GENERATION RATE PER UNIT MULTIPLIERS**

|               |        |
|---------------|--------|
| Single Family | 0.3047 |
| Mobile Homes  | 0.5053 |
| Multi-Family  | 0.2706 |
| Condominium   | 0.0106 |

**Policy 1-3:** Capital improvement projects will be prioritized according to the following set of criteria and a fiscal impact review, as part of the annual budgeting process. The assigned priority will be designated on the Five-Year Schedule of Capital Improvements.

**CRITERIA FOR NUMERICAL RANKING OF CAPITAL IMPROVEMENTS PROJECTS**

|                                                                                                                                                                                     | WEIGHT | YES<br>(1) | NO<br>(0) | N/A<br>(1) | WET.X<br>SCORE |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|------------|-----------|------------|----------------|
| <b>PRIORITY I</b>                                                                                                                                                                   |        |            |           |            |                |
| 1. The project is needed to protect public health and safety                                                                                                                        | 3      |            |           |            |                |
| 2. The project fulfills the City's legal commitment to provide facilities and services                                                                                              | 3      |            |           |            |                |
| 3. The project corrects an existing facility deficiency or provides for needed replacement of facility components, in order to preserve or achieve full use of existing facilities. | 3      |            |           |            |                |
| 4. The project is required in order to comply with state law, water management district regulations or federal law.                                                                 | 3      |            |           |            |                |
| 5. The project is financially feasible                                                                                                                                              | 3      |            |           |            |                |

|                                                                                                           |   |  |  |  |  |
|-----------------------------------------------------------------------------------------------------------|---|--|--|--|--|
| 6. The project maintains adopted LOS standards                                                            | 3 |  |  |  |  |
| <b>PRIORITY II</b>                                                                                        |   |  |  |  |  |
| 1. The project increases efficient use of existing facilities                                             | 2 |  |  |  |  |
| 2. The project prevents or reduces future improvement costs                                               | 2 |  |  |  |  |
| 3. The project provides service to developed areas currently lacking full service                         | 2 |  |  |  |  |
| 4. The project promotes in-fill development and discourages urban sprawl                                  | 2 |  |  |  |  |
| 5. The project supports the GOP's of the FLUE                                                             | 2 |  |  |  |  |
| <b>PRIORITY III</b>                                                                                       |   |  |  |  |  |
| 1. The project represents a logical extension of facilities and services within a designated service area | 1 |  |  |  |  |
| 2. The project promotes economic development within the City and/or redevelopment of blighted areas       | 1 |  |  |  |  |
| <b>SCORE</b><br>(Total possible score = 30)                                                               |   |  |  |  |  |

**Policy 1-4:** The City will, whenever cost-effective and in the City's best interest, assign a higher priority to those projects which correct existing facility deficiencies or repair/replacement needs, as identified in Plan Elements. This priority will be included in the adopted Five-Year Schedule of Capital Improvements.

---

**OBJECTIVE 2:** Review mechanisms will be maintained to ensure that all land use decisions which impact the Capital Improvements Element and the Future Land Use Element are coordinated by the Planning Department in conjunction with the City's Planning Commission, and approved by City Commission.

---

**Policy 2-1:** The Planning Department will recommend to the Planning Commission and the City Commission only those land use decisions which are consistent with the Future Land Use Element (FLUE), the Capital Improvements Element and the overall intent of the Comprehensive Plan.

---

**Policy 2-2:** Service areas for public facilities, as defined in Plan Elements and the FLUE in particular, will be utilized to guide the availability of public facilities for future development. The latest point in the application process for the determination of concurrency is prior to the approval of an application for a development order or permit which contains a specific plan for development, including densities or intensities of development.

---

**Policy 2-3:** "Development Order" shall include subdivision approval, building permit, site development plan, and other land use approvals or actions of the City that have the effect of permitting the development of land (amended by Ordinance 858; Adopted:10/24/06).

---

**Policy 2-4:** Development orders shall only be issued when the Planning Department has determined that the adopted LOS standards for public facilities will be maintained, or that the following standards will be met. (amended by Ordinance 858) This includes maintaining LOS standards for roads in the City's Concurrency Management System through the use of proportionate fair-share mitigation, alternative roadway segment capacity analysis, turn lane analysis, and an annual LOS report (amended by Ordinance 919; Adopted: 07/28/08).

---

**Policy 2-4-01:** For sanitary sewer, solid waste, potable water, and drainage facilities, the following standards will be met to satisfy the concurrency requirement:

- (1) The necessary facilities and services are in place no later than the issuance of a certificate of occupancy; or
  - (2) The necessary services and facilities are guaranteed in an enforceable development agreement pursuant to 163.3220, F.S. or Chapter 380, F.S., that ensures that such facilities and services will be in place and available to serve new development no later than at the time of the issuance of a certificate of occupancy (amended by Ordinance 858; Adopted:10/24/06).
- 

**Policy 2-4-02:** For park and recreation facilities, the concurrency requirement shall be satisfied through meeting the following standards:

- (1) At the time the development permit is issued, the necessary facilities and services are in place or under actual construction; or
  - (2) The development permit is conditioned upon the availability of acreage to meet the Level of Service standard. Such acreage may be available through dedication or acquisition, or through the commitment of funds representing the developer's fair share of the cost of the necessary land.
    - a) When the acreage is to be provided, the development permit shall be conditioned on the availability of land or actual construction of facilities prior to the issuance of a certificate of occupancy; or
    - b) Funds in the amount of the developer's fair share shall be committed no later than the notice to commence construction issued by the City (amended by Ordinance 858; Adopted:10/24/06).
- 

**OBJECTIVE 3:** Annual review of the Capital Improvements Element will be included in the City's budget process. As part of this review, the Finance Department shall be responsible for: (1) addressing the fiscal impact of capital improvement projects on revenue and expenditures, and (2) updating the fiscal assessment section of the Capital Improvements Element.

---

**Policy 3-1:** The fiscal assessment review and update will include, at the following:

- a. Forecasted summary of revenues and expenditures for a five-year period;
- b. Projected debt service capacity including:
  - Projected revenue bond debt service as a percentage of total debt;
  - Ratio of total debt to total revenue; and,

- Projection of operating cost considerations.

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**Policy 3-2:** The maximum ratio of total debt service to total revenue shall not exceed 40%.

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**Policy 3-3:** It shall be the Financial Director's responsibility to prepare a Capital Improvements Plan annually.

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**Policy 3-4:** The City will adopt a Capital Improvement Budget as part of the annual budgeting process. The Capital Improvement Budget will be coordinated with the annual review of the Capital Improvements Element, and will be integrated into the City's overall Capital Improvements Plan.

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**Policy 3-5:** The Water and Sewer Enterprise Fund will provide capital improvement revenue and bonding capacity for future improvements to the water and sewer system as identified in the Potable Water and Sanitary Sewer Sub Element and the Capital Improvements Element.

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**Policy 3-6:** To the maximum extent possible, the City will utilize "user pays" financing strategies including, but not limited to user charges, special assessments, and contribution in lieu of payment.

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**Policy 3-7:** The Capital Projects Trust Fund shall be the primary source of revenue for capital improvement projects as determined by the Finance Department, the Capital Improvements Review Team, and approved in the annual budgeting process.

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**Policy 3-8:** The City will manage its fiscal resources to ensure the provision of needed capital improvements for previously issued development orders and for future development and redevelopment.

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**Policy 3-9:** The City shall reserve Enterprise Fund surpluses, unless indicated otherwise, for major capital expenditures beyond the year 2009 (amended by Ordinance 931; Adopted:04/27/10).

**OBJECTIVE 4:** Future development will bear a proportionate cost of facility improvements necessitated by the development in order to maintain adopted LOS standards.

**Policy 4-1:** The City shall continue to implement its program for mandatory dedications or fees in lieu of as a condition of plat approval for the provision of recreation and open space.

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**Policy 4-2:** The City shall continue to fund expansions of its potable water and sanitary sewer service facilities through the implementation of impact fees and user charges which are proportioned to the costs of expanding and operating such systems.

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**Policy 4-3:** The City shall investigate the potential for utilizing special assessments as the funding source needed to facilitate implementation of the recommendations of the Comprehensive Stormwater Management Study.

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**OBJECTIVE 5:** The City will not approve development which requires public facility improvements that exceed the City's ability to provide these in accordance with the adopted LOS standards.

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**Policy 5-1:** Before a development is approved, the Planning and Finance Departments will determine that any needed public facility improvements do not exceed the City's funding capacity.

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**OBJECTIVE 6:** The City will participate in appropriate intergovernmental meetings which address the provision of public facilities.

---

**Policy 6-1:** The Planning, Finance, and Public Works Departments, and the Planning Commission will coordinate and address the funding of public services.

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**OBJECTIVE 7:** Public expenditures for public facilities and infrastructure in the Coastal High Hazard Area shall be limited to serving only those future land uses permitted in the Coastal High Hazard Area (amended by Ordinance 928; Adopted: 02/23/10).

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**Policy 7-1:** Capital improvement projects located in the Coastal High Hazard Area shall be necessary to maintain the adopted level of service standards and shall be consistent with the Future Land Use Element and Map.

**OBJECTIVE 8:** Coordinate with the School Board the approval of residential preliminary plats and residential development orders to correct existing deficiencies and assure adequate future school capacity consistent with the adopted level of service standards for public school concurrency (amended by Ordinance 910; Adopted: 10/28/08).

**Policy 8-1:** The City shall ensure that future development pays the proportionate share of the costs of capital facility capacity needed to accommodate new development and to assist in maintaining adopted level of service standards, via legally available and appropriate fee methods in development conditions (amended by Ordinance 910; Adopted: 10/28/08).

**Policy 8-2:** The City hereby incorporates by reference the most current School Board School Facilities Work Plan that includes school capacity sufficient to meet anticipated student demands projected by the County and municipalities, in consultation with the School Board's projections of student enrollment, based on the adopted level of service standards for public schools. Level of Service standards shall be applied district wide to all schools of the same type. As provided in the Interlocal Agreement for Public School Facility Planning and Concurrency, incorporation of the School Board's Facilities Work Plan does not obligate the City to fund the improvements included in said Facilities Work Plan. The City, in coordination with the School Board, shall annually update the Capital Improvements Element by adopting by reference the School Board's financially feasible Work Program, to ensure maintenance of a financially feasible capital improvements program and to ensure level of service standards will continue to be achieved and maintained during the five-year planning period (amended by Ordinance 931; Adopted: 04/27/10).

**Policy 8-3:** The City's strategy, in coordination with the School Board, for correcting existing school deficiencies and addressing future needs includes:

- A. Implementation of a financially feasible 5-year schedule of capital improvements to ensure level of service standards are achieved and maintained.
- B. Identification of adequate sites for funded and planned schools; and
- ~~C. The establishment of a Proportionate Fair Share ordinance in order to generate additional revenue to help fund school improvements (amended by Ordinance 910; Adopted: 10/28/08).~~

**Figure 9-1**  
**City of Lynn Haven**

**FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS**

| <b>Project Description</b> | <b>Schedule</b> | <b>Projected Cost (thousands)</b> | <b>Location</b>                                    | <b>Revenue Source</b> | <b>Consistency With Other Elements</b> |
|----------------------------|-----------------|-----------------------------------|----------------------------------------------------|-----------------------|----------------------------------------|
| <b>ROAD PAVING</b>         |                 |                                   |                                                    |                       |                                        |
| Railroad Alley             | 2020            | 82                                | 8 <sup>th</sup> to 7 <sup>th</sup>                 | ½ Cent Sales Tax      | yes                                    |
| Railroad Alley             | 2020            | 98                                | 5 <sup>th</sup> to 4 <sup>th</sup>                 | ½ Cent Sales Tax      | yes                                    |
| Alley B                    | 2020            | 105                               | 8 <sup>th</sup> to 10 <sup>th</sup>                | ½ Cent Sales Tax      | yes                                    |
| Kentucky Ave               | 2020            | 102                               | 14 <sup>th</sup> to 16 <sup>th</sup>               | ½ Cent Sales Tax      | yes                                    |
| Colorado Ave               | 2020            | 88                                | 8 <sup>th</sup> to Country Club Drive              | ½ Cent Sales Tax      | yes                                    |
| Iowa Ave                   | 2020            | 101                               | 8 <sup>th</sup> /9 <sup>th</sup> North to Dead End | ½ Cent Sales Tax      | yes                                    |
| Iowa Ave                   | 2020            | 151                               | 8 <sup>th</sup> St. To 12 <sup>th</sup> St.        | ½ Cent Sales Tax      | yes                                    |
| 15 <sup>th</sup> St        | 2020            | 27                                | Tennessee to Carolina                              | ½ Cent Sales Tax      | yes                                    |



|                                                   |           |       |                                                     |                                   |     |
|---------------------------------------------------|-----------|-------|-----------------------------------------------------|-----------------------------------|-----|
| Kentucky Ave/17 <sup>th</sup> St. Ditch Extension | 2020      | 65    | Between 14 <sup>th</sup> St. & 15 <sup>th</sup> St. | ½ Cent Sales Tax                  | yes |
| Garden Club Parking                               | 2020      | 40    | Garden Club on Florida Ave                          | ½ Cent Sales Tax                  | yes |
| 8 <sup>th</sup> St.                               | 2020      | 118   | Colorado to Iowa                                    | ½ Cent Sales Tax                  | yes |
| Mississippi Ave                                   | 2020      | 160   | 12 <sup>th</sup> to 8th                             | ½ Cent Sales Tax                  | yes |
| 619 E. 24 <sup>th</sup> St                        | 2020      | 10    | Stormwater repairs                                  | ½ Cent Sales Tax                  | yes |
| 8 <sup>th</sup> Circle                            | 2021      | 109   | Carolina to carolina                                | ½ Cent Sales Tax                  | yes |
| Carolina Ave                                      | 2021      | 98    | 10 <sup>th</sup> to North of 8th                    | ½ Cent Sales Tax                  | yes |
| 3 <sup>rd</sup> St                                | 2021      | 99    | Kentucky to Montana                                 | ½ Cent Sales Tax                  | yes |
| Kentucky Ave Connection                           | 2021      | 50    | Between 14 <sup>th</sup> & 15th                     | ½ Cent Sales Tax                  | yes |
| Colorado Ave                                      | 2021      | 80    | 12 <sup>th</sup> to 8th                             | ½ Cent Sales Tax                  | yes |
| Mosley Dr.                                        | 2021      | 100   | Minnesota Ave to Mosley Bus Loop                    | ½ Cent Sales Tax                  | yes |
| 25 <sup>th</sup> St                               | 2021      | 80    |                                                     | ½ Cent Sales Tax                  | yes |
| Alabama Ave                                       | 2021      | 75    | 19 <sup>th</sup> to 14th                            | ½ Cent Sales Tax                  | yes |
| Colorado Roundabout                               | 2020      | 120   | 8 <sup>th</sup> and Colorado Ave                    | Transportation Impact Fees        | yes |
| Miscellaneous Road Paving & Rated Roads           | 2021-2025 | 7,000 | Entire City                                         |                                   | yes |
| <b>STORMWATER PROJECTS</b>                        |           |       |                                                     |                                   |     |
| Railroad Ditch                                    | 2021      | 609   | 26 <sup>th</sup> St to North Bay                    | HMGP/Stormwater Fees/Other Grants | yes |
| Pine Forest Estates                               | 2021      | 1,600 | Entire Neighborhood                                 | HMGP/Stormwater Fees/Other Grants | yes |
| 11 <sup>th</sup> Street                           | 2022      | 762   | Between Georgia & Pennsylvania                      | HMGP/Stormwater Fees/Other Grants | yes |
| Dundee Lane                                       | 2022      | 241   | Between Inverness Rd. & CR 389                      | HMGP/Stormwater Fees/Other Grants | yes |
| Mosley Drive                                      | 2022      | 266   | Between Oak Ridge Ave & CR 389                      | HMGP/Stormwater Fees/Other Grants | yes |
| Bradley Circle                                    | 2023      | 250   | East of Jenks Ave                                   | HMGP/Stormwater Fees/Other Grants | yes |

|                                           |           |         |                                             |                                      |     |
|-------------------------------------------|-----------|---------|---------------------------------------------|--------------------------------------|-----|
| Aberdeen Parkway                          | 2023      | 350     | Between CR 389 & Aberdeen Loop              | HMGP/Stormwater Fees/Other Grants    | yes |
| Acme Lane                                 | 2023      | 282     | East of GERALD Lane                         | HMGP/Stormwater Fees/Other Grants    | yes |
| Indiana Ave                               | 2023      | 114     | Between 16 <sup>th</sup> & 17 <sup>th</sup> | HMGP/Stormwater Fees/Other Grants    | yes |
| Pennsylvania Ave                          | 2020      | 110     | Between 15 <sup>th</sup> & 16 <sup>th</sup> | HMGP/Stormwater Fees/Other Grants    | yes |
| Georgia Ave                               | 2020      | 200     | Between 12 <sup>th</sup> & 13 <sup>th</sup> | HMGP/Stormwater Fees/Other Grants    | yes |
| 24 <sup>th</sup> Street                   | 2024      | 450     | Between Pentland Rd. & CR 389               | HMGP/Stormwater Fees/Other Grants    | yes |
| Virginia Ave                              | 2024      | 65      | Between 11 <sup>th</sup> & 13 <sup>th</sup> | HMGP/Stormwater Fees/Other Grants    | yes |
| 1103 Wyoming Ave                          | 2024      | 380     | 1103 Wyoming Ave                            | HMGP/Stormwater Fees/Other Grants    | yes |
| McCain Creek                              | 2024      | 925     | Between SR 77 & CR 389                      | HMGP/Stormwater Fees/Other Grants    | yes |
| 7 <sup>th</sup> Street                    | 2025      | 648     | Between SR 77 & Michigan Ave                | HMGP/Stormwater Fees/Other Grants    | yes |
| 10 <sup>th</sup> Street                   | 2025      | 180     | Between Virginia Ave & Georgia Ave          | HMGP/Stormwater Fees/Other Grants    | yes |
| 15 <sup>th</sup> Street                   | 2026      | 33      | Between Georgia Ave & SR 77                 | HMGP/Stormwater Fees/Other Grants    | yes |
| 1618 Carolina Ave                         | 2026      | 300     | 1618 Carolina Ave                           | HMGP/Stormwater Fees/Other Grants    | yes |
| Capital Equipment                         | 2020-2030 | 1,223   | Entire City                                 | HMGP/Stormwater Fees/Other Grants    | yes |
| Slip Lining Project                       | 2020-2030 | 2,600   | Entire City                                 |                                      | yes |
| <b>WATER</b>                              |           |         |                                             |                                      |     |
| Service Tubing Replace Misc. Services     | 2020-2022 | 100     | Entire City                                 | Utility Rates and Impact Fees/Grants | yes |
| Water main replacement                    | 2021-2025 | 3,900   | Entire City                                 | Utility Rates and Impact Fees/Grants | yes |
| Jenks Ave Widening                        | 2020      | 160,433 | 3425 to 4051 Jenks Ave                      | Utility Rates and Impact Fees/Grants | yes |
| Hwy 390 Utility relocation (SR 77 to 231) | 2023      | 1,804   | East from Hwy 77                            | Utility Rates and Impact Fees/Grants | yes |

|                                                  |           |         |                                                        |                                      |     |
|--------------------------------------------------|-----------|---------|--------------------------------------------------------|--------------------------------------|-----|
| Hwy 390 Utility relocation (SR 77 to 231)        | 2023      | 1,000   | West from Hwy 77                                       | Utility Rates and Impact Fees/Grants | yes |
| AMI Installation                                 | 2020-2025 | 366,121 | Entire City                                            | Utility Rates and Impact Fees/Grants | yes |
| Storm Recovery Repairs- General Recovery         | 2020-2021 | 1,200   | Wells, Water Plants, Distribution System               | Utility Rates and Impact Fees/Grants | yes |
| <b>SEWER</b>                                     |           |         |                                                        |                                      |     |
| Jenks Ave Widening                               | 2020      | 160     | 3425 to 4051 Jenks Ave                                 | Utility Rates and Impact Fees/Grants | yes |
| Hwy 390 Utility Relocation (SR 77 to 231)        | 2023      | 1,000   | East from Hwy 77                                       | Utility Rates and Impact Fees/Grants | yes |
| Hwy 390 Utility relocation (SR 77 to 231)        | 2023      | 1,000   | West from Hwy 77                                       | Utility Rates and Impact Fees/Grants | yes |
| Storm Recovery Repairs- General recovery         | 2020-2021 | 1,200   | Entire City                                            | Utility Rates and Impact Fees/Grants | yes |
| Upgrade to Existing AWT Plant                    | 2021-2028 | 15,000  | 1010 W. 5 <sup>th</sup> Street                         | Utility Rates and Impact Fees/Grants | yes |
| Lift Station No. 4 and 12 and 38                 | 2020      | 800     | 2919 Hwy 77, 100 Country Club Drive, 1003 Mosley Drive | Utility Rates and Impact Fees/Grants | yes |
| Slip Lining and Replacement of 1961 lines        | 2021-2025 | 6,600   | Entire City                                            | Utility Rates and Impact Fees/Grants | yes |
| Headworks                                        | 2020-2021 | 10,000  | 1010 W. 5 <sup>th</sup> Street                         | Utility Rates and Impact Fees/Grants | yes |
| Lift Station and Upgrades and Hydraulic Modeling | 2021-2028 | 3,500   | Entire City                                            | Utility Rates and Impact Fees/Grants | yes |
| Force Main Improvements                          | 2021-2028 | 4,500   | Entire City                                            | Utility Rates and Impact Fees/Grants | yes |

|                                                                   |                      |                   |                                          |                                                                           |                |
|-------------------------------------------------------------------|----------------------|-------------------|------------------------------------------|---------------------------------------------------------------------------|----------------|
| <del>Sports Park Reuse &amp; Booster Station Infrastructure</del> | <del>2023-2026</del> | <del>3,750</del>  | <del>1501 to 1401 Recreation Drive</del> | <del>Utility Rates and Impact Fees/Grants</del>                           | <del>yes</del> |
| <del>Reuse Main Improvements</del>                                | <del>2023-2026</del> | <del>2,000</del>  | <del>Entire City</del>                   | <del>Utility Rates and Impact Fees/Grants</del>                           | <del>yes</del> |
| <del>Future Unspecified Capital Projects</del>                    | <del>2027-2029</del> | <del>2,100</del>  | <del>Entire City</del>                   | <del>Utility Rates and Impact Fees/Grants</del>                           | <del>yes</del> |
| <b>PARKS AND RECREATION</b>                                       |                      |                   |                                          |                                                                           |                |
| <del>A.L. Kinsaul Park Dock/Pier</del>                            | <del>2024</del>      | <del>200</del>    | <del>West 5<sup>th</sup> Street</del>    | <del>Park &amp; Recreation Impact Fees, Grants, General Fund</del>        | <del>yes</del> |
| <del>Cain Griffin Park</del>                                      | <del>2020</del>      | <del>3,500</del>  | <del>17<sup>th</sup> Street</del>        | <del>Restore Park &amp; Recreation Impact Fees/Grants, General Fund</del> | <del>yes</del> |
| <del>Porter Park</del>                                            | <del>2020</del>      | <del>1,500</del>  | <del>Ohio Ave</del>                      | <del>Restore Park &amp; Recreation Impact Fees/Grants, General Fund</del> | <del>yes</del> |
| <del>Sports Complex</del>                                         | <del>2021-2022</del> | <del>15,000</del> | <del>Recreation Drive</del>              | <del>Restore Park &amp; Recreation Impact Fees/Grants, General Fund</del> | <del>yes</del> |
| <del>Rails to Trails</del>                                        | <del>2021</del>      | <del>5,000</del>  | <del>231-390</del>                       | <del>FDOT/1/2 Cent Sales Tax</del>                                        | <del>yes</del> |
| <b>SOLID WASTE</b>                                                |                      |                   |                                          |                                                                           |                |
| <del>Equipment</del>                                              | <del>2020</del>      | <del>20</del>     |                                          |                                                                           | <del>yes</del> |
| <del>Vehicles</del>                                               | <del>2020</del>      | <del>290</del>    |                                          |                                                                           | <del>yes</del> |

Source: City of Lynn Haven Development and Planning, 2019/2020; City Public Works, 2019/2020; City Community Services, 2019/2020; City Public Utilities 2019/2020; Panhandle Engineering, Inc. 2019/2020 (amended by Ordinance 1098; Adopted: 06/23/2020).

**Figure 9-1**  
**City of Lynn Haven**  
**FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS**

| Project Description                    | Schedule  | Projected Cost (thousands) | Location                                                             | Revenue Source                     | Consistency With Other Elements |
|----------------------------------------|-----------|----------------------------|----------------------------------------------------------------------|------------------------------------|---------------------------------|
| <b>STORMWATER PROJECTS</b>             |           |                            |                                                                      |                                    |                                 |
| Pine Forest Estates                    | 2026      | 4,600                      | Entire Neighborhood                                                  | HMGP/CDBG Grants                   | Yes                             |
| 11 <sup>th</sup> St                    | 2026      | 2,500                      | 11 <sup>th</sup> St from Ohio Ave to Tennessee Ave                   | HMGP/CDBG Grants                   | Yes                             |
| Dundee Lane                            | 2026      | 850                        | McCain Creek Crossing in Mowat Highlands                             | HMGP/CDBG Grants                   | Yes                             |
| Bradley Circle                         | 2026      | 850                        | Bradley Circle Neighborhood                                          | HMGP/CDBG Grants                   | Yes                             |
| Acme Lane                              | 2026      | 850                        | Acme Lane Neighborhood                                               | HMGP/CDBG Grants                   | Yes                             |
| Wyoming Ave                            | 2026      | 4,500                      | Wyoming Ave 9 <sup>th</sup> – 12 <sup>th</sup> St                    | HMGP/CDBG Grants                   | Yes                             |
| Aberdeen Parkway                       | 2026      | 1,000                      | Aberdeen Parkway                                                     | Stormwater Revenue/Impact Fees     | Yes                             |
| West Side Outfall Expansion            | 2028-2030 | 5,000                      | 14 <sup>th</sup> St to 19 <sup>th</sup> St Maine Ave to Maryland Ave | Stormwater Revenue/Impact Fees     | Yes                             |
| East Side Regional Stormwater Facility | 2030      | 10,000                     | Parcel 11530-030-000                                                 | Grant Source Applying for Multiple | Yes                             |
| Slip Lining                            | 2027-2035 | 2,500                      | Various Locations Throughout the City                                | Stormwater Revenue/Impact Fees     | Yes                             |
| Krystal Lane                           | 2028      | 1,000                      | Krystal Lane, Minnesota Ave, 26 <sup>th</sup> St                     | Stormwater Revenue/Impact Fees     | Yes                             |
| Vermont Ave                            | 2027      | 1,500                      | Vermont Ave 14 <sup>th</sup> – 11 <sup>th</sup>                      | Stormwater Revenue/Impact Fees     | Yes                             |
| Concrete Canvas                        | 2026-2035 | 2,500                      | Various Locations Throughout the City                                | Stormwater Revenue/Impact Fees     | Yes                             |

|                                                                                            |           |       |                                       |                                             |     |
|--------------------------------------------------------------------------------------------|-----------|-------|---------------------------------------|---------------------------------------------|-----|
| Capital Equipment                                                                          | 2026-2035 | 2,000 |                                       | Stormwater Revenue/Impact Fees              | Yes |
| <b>STREET PROJECTS</b>                                                                     |           |       |                                       |                                             |     |
| Sidewalks                                                                                  | 2025-2035 | 7,500 | Various Locations Throughout the City | ½ cent Funding                              | Yes |
| Paving F Ranked Roads<br><i>Projects Ranked and determined by Road Management Software</i> | 2025-2035 | 5,000 | Various Locations Throughout the City | Legislative Appropriations & ½ Cent Funding | Yes |
| Paving D Ranked Roads<br><i>Projects Ranked and determined by Road Management Software</i> | 2025-2035 | 5,000 | Various Locations Throughout the City | Legislative Appropriations & ½ Cent Funding | Yes |
| Paving C Ranked Roads<br><i>Projects Ranked and determined by Road Management Software</i> | 2025-2035 | 2,500 | Various Location throughout the City  | Legislative Appropriations & ½ Cent Funding | Yes |
| Capital Equipment                                                                          | 2025-2035 | 2,500 |                                       | General Fund Budget                         | Yes |
| <b>WATER PROJECTS</b>                                                                      |           |       |                                       |                                             |     |
| Water Plant Expansions                                                                     | 2030-2035 | 7,500 | Water Plant 1 & Water Plant 2         | Water Revenue/Impact Fees                   | Yes |
| Well Rehabilitation                                                                        | 2025-2035 | 875   | Wells 1-6 Throughout the City         | Water Revenue/Impact Fees                   | Yes |
| Water Distribution Category 1 Projects<br>AC Line Replacements                             | 2025-2035 | 2,238 | Various Locations Throughout the City | Water Revenue/Impact Fees                   | Yes |
| Water Distribution Category 2 Projects<br>Line Upsizing for Capacity                       | 2025-2035 | 1,498 | Various Locations Throughout the City | Water Revenue/Impact Fees                   | Yes |
| Water Distribution Category 3 Projects<br>Line Upsizing for Capacity                       | 2025-2035 | 3,500 | Various Locations Throughout the City | Water Revenue/Impact Fees                   | Yes |

|                                                                             |           |        |                                                                     |                           |     |
|-----------------------------------------------------------------------------|-----------|--------|---------------------------------------------------------------------|---------------------------|-----|
| Water Distribution Category 4 Projects Line Upsizing for Capacity           | 2025-2035 | 4,000  | Various Locations Throughout the City                               | Water Revenue/Impact Fees | Yes |
| Water Distribution Category 5 Projects Line Upsizing for Capacity           | 2025-2035 | 3,400  | Various Locations Throughout the City                               | Water Revenue/Impact Fees | Yes |
| Water Distribution Category 6 Projects Eliminating Remaining 2" Water Mains | 2025-2035 | 6,800  | Various Locations Throughout the City                               | Water Revenue/Impact Fees | Yes |
| AMI Meter Installation                                                      | 2025-2027 | 5,000  | Entire City water Distribution System                               | Water Revenue/Impact Fees | Yes |
| Capital Equipment                                                           | 2025-2035 | 5,000  |                                                                     | Water Revenue/Impact Fees | Yes |
| <b>SEWER</b>                                                                |           |        |                                                                     |                           |     |
| Wastewater Treatment Plant Expansion                                        | 2030      | 50,000 | Wastewater Plant                                                    | Sewer Revenue/Impact Fees | Yes |
| Lift Station Rehabilitation                                                 | 2025-2035 | 5,000  | Lift Stations Throughout the City                                   | Sewer Revenue/Impact Fees | Yes |
| Reuse expansion                                                             | 2025-2035 | 15,000 | Additional Mill Bayou Reuse and existing Reuse Sites at Sports Park | Sewer Revenue/Impact Fees | Yes |
| Capital Equipment                                                           | 2025-2035 | 5,000  |                                                                     | Sewer Revenue/Impact Fees | Yes |
| <b>SANITATION</b>                                                           |           |        |                                                                     |                           |     |
| Vehicles                                                                    | 2025-2035 | 3,000  |                                                                     | Sanitation Revenue        | Yes |

Source: City of Lynn Haven Public Works and Utilities, 2024/2025

## CHAPTER 10. CONCURRENCY MANAGEMENT SYSTEM



**PURPOSE:** The purpose of the Concurrency Management System is to establish a mechanism which provides necessary capital facilities and services to support development concurrent with the impact of development.

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**GOAL 1: Maintain adopted level of service standards for traffic circulation sanitary sewer, solid waste, drainage, potable water, and recreation.**

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**OBJECTIVE 1:** The City of Lynn Haven Concurrency Management System shall guide the review of development order applications.

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**Policy 1-1:** Level of service standards shall be used for determining concurrency and are identified in Policy 1-2 of the Capital Improvements Element, and in Policy 1-1 of the Transportation Mobility Element.

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**Policy 1-2:** The City of Lynn Haven Planning Department shall prepare written findings on proposed developments' compliance with the concurrency requirement.

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**OBJECTIVE 2:** The City shall maintain the level of service standards within the Comprehensive Plan. It shall ensure that new development does not occur faster than the City's ability to provide for infrastructure in a financially feasible manner necessary to support new development. The level of service standards shall not require that the City widen or construct new roadways to provide capacity to support new development or those impacts from adjacent municipalities.

---

**Policy 2-1:** Capacity of a new facility may be used in the compliance determination under one or more of the following scenarios:

**Facility Type: ROADS**

- A. The necessary facilities and services are in place at the time a development permit is issued; or
- B. A development permit is issued subject to the condition that the necessary facilities and services will be in place when the impacts of the development occur; or
- C. The necessary facilities are under construction at the time a permit is issued; or
- D. At the time the development permit is issued, the necessary facilities and services are the subject of a binding executed contract which provides for the commencement of the actual construction of the required facilities or the provision of services within one year of the issuance of the development permit; or
- E. The necessary facilities and services are guaranteed in an enforceable development agreement which requires the commencement of the actual construction of the facilities or the provision of services within one year of the issuance of the applicable development permit. An

enforcement development agreement may include, but is not limited to development agreements pursuant to Section 163.3220, Florida Statutes or an agreement or development order issued pursuant to Chapter 380, Florida Statutes.

---

**Policy 2-2:** A multi-modal mobility fee shall be adopted to ensure that developments fund (partially or wholly) network improvements that mitigate its impact to the transportation system. The provision shall not exempt Developments of Regional Impacts (DRI) from statutory requirements for proportionate fair share mitigation.

---

**Policy 2-3:** Adequate roadway capacity necessary to support new development shall be required to be available “concurrent” with the impact of that development. The City shall require that all new development acquire a certificate of Concurrency as a condition of approval of a final Development Order, specifying the density and intensity of the development. Adopted Level of Service Standards shall be used as the criteria for measuring available capacity.

---

**Policy 2-4:** Establish Mobility fees and Discounts for the Urban Cluster District and the Community Redevelopment Area (CRA) as follows:

- (a) The City shall establish mobility fees for residential and non-residential developments.
- (b) The City shall reduce mobility fees for any development or redevelopment project within the established Urban Cluster Transportation Mobility District or the CRA.

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**Facility Type: SANITARY SEWER, SOLID WASTE, DRAINAGE, AND POTABLE WATER**

- A. The necessary facilities and services are in place at the time a development permit is issued;  
Or
- B. A development permit is issued subject to the condition that the necessary facilities and services will be in place when the impacts of development occur; or
- C. The necessary facilities are under construction at the time a permit is issued; or
- D. The necessary facilities and services are guaranteed in an enforceable development agreement. An enforceable development agreement may include, but is not limited to, development agreements pursuant to Section 163 -3220, Florida Statutes or an agreement or development order issued pursuant to Chapter 380, Florida Statutes. Development agreements herein referenced will guarantee that the necessary facilities and services will be in place when the impacts of the development occur.

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**Facility Type: RECREATION**

- A. The necessary facilities and services are in place at the time a development permit is issued; or
  - B. A development permit is issued subject to the condition that the necessary facilities and services will be in place when the impacts of the development occur; or
  - C. The necessary facilities are under construction at the time a permit is issued.
- All applications for development will undergo a review for concurrency.

Sufficiency information shall be provided by the developer/applicant for the purpose of determining concurrency. The City Planning Department will advise the developer/applicant concerning the items of information necessary for an assessment of the proposed developments' impact on services.

Compliance reviews, including the appropriate City departments, will be coordinated by the Planning Department and will occur simultaneously with the site plan review. Findings prepared by Planning Department shall be submitted to the City Planning Commission for recommendation to the City Commission. In no case shall a recommendation for issuance of a development order be made if service demand exceeds capacity. Likewise, a determination of concurrence must be made prior to approval of an application for a development order or permit which contains a specific plan for development, including the densities and intensities of development.

A development order may be issued if a determination of available capacity is made. A development order shall not be issued if the demand for service created by the existing and/or new facility exceeds capacity. Development orders may be approved in stages or phases so the facilities and services required by each phase are available consistent with adopted level of service standards.

Any elimination, deferment or delay in the construction of a facility or service required to maintain the adopted level of service standard and contained in the five-year schedule of capital improvements, shall require a Plan amendment.

## **CHAPTER 11. PROPERTY RIGHTS ELEMENT**

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**GOAL 1: Establish the Property Rights of Individual Land Owners**

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The following rights shall be considered in local decision making:

1. The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.
2. The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.
3. The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.
4. The right of a property owner to dispose of his or her property through sale or gift.

## **Introduction and Purpose**

The Local Government Comprehensive Planning and Land Development Regulation Act requires that the Comprehensive Plan be evaluated and updated every ~~five~~ seven years through the preparation and adoption of an evaluation and appraisal report (Ch. 163.3191, F.S.). It is the intent of the Act that the evaluation and appraisal process be continuous throughout the period of plan implementation.

~~This report presents procedures to be~~ Certain procedures followed in the monitoring, updating, and evaluation of the comprehensive plan, ~~in compliance with Ch. 9J-5.005 (7), F.A.C.~~ These procedures are adopted as part of the City of Lynn Haven Comprehensive Plan and address:

- (a) Citizen participation in the process;
- (b) Updating appropriate baseline data and measurable objectives to be accomplished in the first five-year period of the plan, and for long-term period;
- (c) Accomplishments in the first five-year period, describing the degree to which the goals, objectives, or policies;
- (d) Obstacles or problems which resulted in underachievement of goals, objectives, or policies;
- (e) New or modified goals, objectives, or policies needed to correct discovered problems, and;
- (f) A means of ensuring continuous monitoring and evaluation of the plan during the five-year period.

## **Monitoring Implementation of the Comprehensive Plan**

The following procedures are recommended for monitoring and evaluation of the comprehensive plan:

### Updating Baseline Data

It is recommended that a process be established to monitor changed conditions necessary for maintaining the comprehensive plan data base. The data base may be used to monitor progress in achieving comprehensive plan objectives and be used in the preparation of the evaluation and appraisal report.

A list of specific areas to be monitored should be established based on comprehensive plan objectives. The following types of information should be included:

1. Demographic data
2. Land development approvals
3. Issuance of state permits
4. Program activities (housing rehabilitation, transportation improvements)
5. Changes in level of service for public facilities
6. Archaeological/historical resources
7. Changes in status of threatened/endangered species

### Preparation of the Annual Report

The annual report is recommended as a management tool suitable for monitoring the implementation of the Comprehensive Plan. The plan recommends specific programs and activities. The responsibility for implementation of programs and activities is assigned to the various departments in the City.

The annual report provides a format to monitor progress towards achieving plan objectives through specific programs and activities. The annual report has the following functions:

- a. Report on the activities of the department during the past year
- b. Establish a work program for the upcoming year
- c. Report on the comprehensive plan
- d. Relate past year's activities to the implementation of the comprehensive plan
- e. Relate the proposed work program to implementation of measurable objectives in the comprehensive plan
- f. identifying constraints, problems, or opportunities in implementation of the comprehensive plan

A standardized format should be developed for the annual report.

The annual report is prepared by a department head and submitted to the City Manager. It may be considered advisory, or submitted to the City Commission for approval. The City Manager reviews the annual reports to identify if problems or changed conditions warrant a comprehensive plan amendment. The annual report is also a useful tool for reviewing a department's operating budget based on the proposed work program.

#### Preparation of the Evaluation and Appraisal Report

The City Planning Commission shall be responsible for the preparation of the Evaluation and Appraisal Report (EAR). The EAR shall be based upon the data base and any additional data or analysis needed to identify changed conditions or measure the extent to which goals, objectives have been achieved and policies implemented. The annual reports of the departments and any comprehensive plan amendments shall also be considered.

Public workshops shall be held by the City Planning Commission to consider the Evaluation and Appraisal Report. Public participation in this process shall be encouraged. The City Planning Commission shall establish a comprehensive plan review committee to make recommendations concerning the evaluation of the comprehensive plan.

#### Procedures for Adoption of the Evaluation and Appraisal Report

A minimum of two public hearings shall be held for the consideration of the Evaluation and Appraisal Report. One shall be held by the City Planning Commission to recommend the Report and any comprehensive plan amendments to the City Commission. The second shall be held by the City Commissioners to adopt or adopt with change the report within 90 days after receiving it from the City Planning Commission. The hearings shall be advertised according to state law.

Comprehensive plan amendments based upon the Evaluation and Appraisal Report shall be adopted pursuant to the procedures in F.S. Ch. 163.3184 and 163.3187. If the plan is amended at the time the report is adopted, the City shall transmit the report, any amendments, and a complete copy of the plan as it will be amended to the Department of Community Affairs for review.

When amendments to the comprehensive plan do not occur simultaneously with the adoption of the report, the report shall contain a schedule for adoption of proposed amendments within one year after the report is adopted. The Evaluation and Appraisal Report shall be transmitted to the Department of Community Affairs when the Amendments are sent for review.

## **PUBLIC PARTICIPATION PROCEDURES**

Public participation in the formulation, preparation, adoption, evaluation and amendment of the plan should be consistent with and further the public participation procedures adopted by the City of Lynn Haven City Commission and City Planning Commission pursuant to Ch. 9J-5.004, F.A.C. The following procedures shall guide public participation in preparation of the Comprehensive Plan, Plan Amendments, and Evaluation and Appraisal Reports of the Comprehensive Plan.

1. *Public access to documents* - The Comprehensive Plan, executive summaries, and supporting documents shall be accessible to the public for inspection during regular business hours at the Planning Department and other designated locations.
2. *Public notification* - The Planning Department shall ensure that adequate public notice is given concerning the plan, evaluation and appraisal process and proposed amendment of the comprehensive plan and all meetings where such matters are to be considered.
3. *Public comment* - The public shall be encouraged to provide written and oral comments concerning the plan, evaluation and appraisal process and proposed amendment of the comprehensive plan. Opportunity for public comment shall be provided at all public meetings considering such issues. Written comment forms shall be made available. All comments received shall be retained as part of the public record.

**Rule Requirements** The minimum requirements for public participation procedures are set out in Ch. 9J-5.004, F.A.C., Public Participation.

A. The procedures shall include the following:

- a. Provisions to assure that real property owners are put on notice, through advertisement in a newspaper of general circulation in the area or other method adopted by the local government, of official actions that will affect the use of their property;
- b. Provisions for notice to keep the general public informed;
- c. Provisions to assure that there are opportunities for the public to provide written comments;
- d. Provisions to ensure that the required public hearings are held; and
- e. Provisions to ensure the consideration of and response to public comments.

The procedures are hereby adopted by the local planning agency and the City of Lynn Haven City Commission.

### **Plan Amendments**

Comprehensive Plan amendments are a form of ongoing evaluation of the comprehensive plan. Types of plan amendments include:

- a. Twice yearly amendments to the plan
- b. Small scale development activity amendments (Ch. 163.3187(1)(c), F.S.)
- c. Amendments related to Developments of Regional Impact
- d. Emergency amendments

A summary of comprehensive plan amendments should be reported annually by the City Planning Commission. The Department of Community Affairs also requires that the local government provide a semi-annual report summarizing the type and frequency of use of the small scale amendment process.



The cumulative impact of the comprehensive plan amendments should be considered in the preparation of the five-year evaluation and appraisal report.

Comprehensive plan amendments should be formulated based on the findings and recommendations of the Evaluation and Appraisal Report. The comprehensive plan amendments may be adopted at the time of the report, or within a year according to a schedule adopted as part of the report.

#### **PLAN IMPLEMENTATION ISSUES**

The following issues should be considered in the design of procedures for monitoring the implementation of the comprehensive plan:

##### **Plan Implementation Requirements**

The section of the plan containing goals, objectives and policies must describe specific plans, programs, activities, and land development regulations that implement the plan. Comprehensive plan objectives must be specific and measurable. The need for monitoring these measurable objectives should be considered in the preparation of the comprehensive plan.

##### **Legal Status of the Comprehensive Plan**

The legal status of the comprehensive plan as defined by Florida Statute (Ch. 163.3194, F.S.) requires that all development orders, land development regulations and all expenditures by the local government be consistent with the comprehensive plan. It is essential that the plan be continuously monitored to ensure that government actions are consistent with the plan.

### **EXHIBIT I. EVALUATION AND APPRAISAL REPORT**

#### **STATUTORY REQUIREMENTS**

Ch. 163.3191. Evaluation and appraisal of comprehensive plan.

1. The report shall present an assessment and evaluation of the success or failure of the comprehensive plan, or element or portion thereof, and shall contain appropriate statements related to:

- (a) The major problems of development, physical deterioration, and the location of land uses and the social and economic effects of such uses in the area.
- (b) The condition of each element in the comprehensive plan at the time of adoption and at date of report.
- (c) The comprehensive plan objectives as compared with the actual results at date of report.
- (d) The extent to which unanticipated problems and opportunities occurred between the date of adoption and date of report.



# CITY OF LYNN HAVEN, FLORIDA

## Commission Agenda Report

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**Department:** Planning & Development

**Prepared By:** Vicki Harrison

**Agenda Title:** Appointment of two (2) new members to the Planning Commission

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**Requested Action:** Appointment of two (2) new members to the Planning Commission

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### I. Report in Brief:

At the January 13, 2026 City Commission meeting, the City Commission voted to approve the removal of two (2) members of the Planning Commission who had 3 consecutive unexcused absences. Beginning on January 15th, the advertisement for the two (2) Planning Commission vacancies was advertised on the City website & Facebook page with an application deadline of January 29th.

### Background:

At the March 11, 2025 City Commission meeting, the City Commission voted to approve Christopher Clubbs, who currently serves on the Board of Adjustment, to be the person in waiting for the next Planning Commission vacancy.

Five (5) applications were received prior to the deadline from the following: Margaret Barnhart; John Erikson; Jeffrey Snyder; Chelsea Stewart; and Melissa Walsh.

Per Resolution 2025-04-454, the City Commission shall appoint new members to the board.

+

### Recommendation:

With the appointment of two (2) new people this will complete the seven (7) member board.



# CITY OF LYNN HAVEN, FLORIDA

## Commission Agenda Report

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**II. Budgeted Amount:** N/A

**Project #:**

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**III. Advertised:**

**Date:**

**How/Mean:**

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**IV. Alternatives:**

**V. Attachments:**

Applicant Applications  
Resolution 2025-04-454  
City Commission Meeting Minutes March 11, 2025



City of Lynn Haven

Application For Advisory  
Boards/Committees

Applicant Information

Full Name: Clubbs, Christopher G. Date: 11/22/23  
Last First M.I.  
Address: 1303 Connecticut Avenue  
Street Address Apartment/Unit #  
Lynn Haven, FL 32444  
City State ZIP Code  
Phone: 850-819-0136 Email: cclubbs@clubbsrealestate.com  
Occupation: Commercial Real Estate Business Phone: 850-750-2000  
Business Address: 1103 Fortune Avenue, Panama City, FL 32401

Do you live in the corporate city limits of Lynn Haven? YES ☒ NO ☐ At the present time, do you serve on a City Board/Committee? YES ☐ NO ☒  
Do you hold a public office? YES ☐ NO ☒ Have you attended a meeting of the Board for which you are applying? YES ☒ NO ☐

I am willing to spend 8 hrs. per ☐ week or ☒ month on this activity, and I will attend meetings in accordance with the adopted policies of the City.

Board/Committee

Please select all Boards or Committees that you are interested in serving:

- ☒ **Planning Commission**  
Consists of seven members who are appointed by the City Commission and serve terms of four years each. Members may serve for two consecutive terms, in an advisory capacity. Some of the Commission's duties are to: Coordinate the City's planning efforts and programs with those of other Bay County jurisdictions, Monitor and oversee the effectiveness and status of the City's Comprehensive Plan. The Planning Board is also designated to advise the City Commission on the following matters: Comprehensive Plan Amendments, Development Order Applications (both residential and commercial, Land Use Changes, Certificates of Concurrence and Updating the Unified Land Development Code.
- ☐ **Beautification Board**  
The purpose of this board is to Study, Investigate, develop and recommend to the City Commission plans for improving the beautification and cleanliness of the City. Duties include: Improve the beauty and cleanliness of the City, Encourage the planting and preservation of trees, shrubs, plants, flowers and other foliage by the City, protect songbirds and their habitats, Meet with and recommend plans to organizations and groups in the City interested in the beautification of the City, and Neighborhood Matching Grant Program.

- ☐ **Community Services Board**  
The purpose of this board is to advise the City Commission and Community Services Department, develop partnerships with private, public and civic organizations and/or individuals to promote and increase in youth and senior citizen services in the community. Duties include: Advise on ways to finance special projects in support of library and recreational needs. Help promote, where needed, private-public fund raising efforts to expand and/or improve library and recreational services. Establish a coalition of leisure and cultural organizations; interact and establish partnership(s) with private clubs, groups, associations and individuals for the purpose of providing youth and/or senior citizen services. Explore new programs and activities. Research and implement ways to promote events, aide in capital improvements, and expand the overall level of Leisure Services.
- ☐ **Board of Adjustments**  
Consists of five members who are appointed by the City Commission. Each Board Member sits for a three-year term, and may serve two consecutive terms. Duties include: Act in an advisory capacity to the City Commission and make recommendations to the City. Commission concerning the need to study, revise, or amend city codes and ordinances affecting the growth and development of the City. Authorize variances.
- ☐ **Construction Licensing Board**  
The purpose of this board is to examine qualifications of all persons who desire to engage in the trade of business of constructions. Duties include: Prescribe exams, Certificates of Competency, notices of violation, conduct hearings, revoke or suspend Certificates of Competency. Hear appeals of persons charged with violations by contractors or persons who may be aggrieved by the Building Official. Approve integrity of applicants. Enforce provisions of Lynn Haven Building Code and Building Regulations.
- ☐ **CRA Advisory Board**  
The seven-member Board is responsible for drafting, ranking, and recommending a list of CRA specific projects for each fiscal year along with any other tasks that the Board may assign from time to time.
- ☐ **Citizen Advisory Task Force**  
The five-member Board is responsible for meeting and discussing special grants for the City.
- ☐ **Infrastructure Tax Oversight Committee**  
The five-member Board is responsible for ensuring the City's expenditure of surtax proceeds is consistent with Florida Statutes Section 212.055(2) and that the City's expenditures of proceeds is consistent with the approved project list.

If you could choose which board or committee you preferred to serve on which one would it be?

**Planning**

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### Educational Background

High School: Mosley Location: Lynn Haven

From: 2004 To: 2008 Did you graduate? YES ☒ NO ☐

College: GCSC Location: Panama City

From: 2008 To: 2010 Did you graduate? YES ☒ NO ☐ Degree: AA - Business Focus

College/Professional Organizations: FSU Location: Tallahassee

From: 2011 To: 2013 Did you graduate/complete? YES ☒ NO ☐ Degree/Certificate: BA - Real Estate

### References

*Please list three professional/personal references.*

Full Name: Neil Jones Relationship: Former Broker  
Company: Resource Realty Group, LLC Phone: 850-258-8971  
Address: 2301 North Harbor Drive, Lynn Haven

Full Name: Christopher Fry Relationship: Customer / Friend  
Company: USAF Phone: 850-867-0304  
Address: 2002 North Harbor Drive, Lynn Haven

Full Name: Neal Stewart Relationship: Customer / Friend  
Company: RV Connections Phone: 850-527-3867  
Address: 3926 East 15th Street, Panama City

### Military Service

Branch: N/A From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_

### Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge.*

*If this application leads to placement on a board/committee, I understand that false or misleading information in my application or interview may result in my release.*

Signature:  Date: 11/22/23



City of Lynn Haven

**Application For Advisory  
Boards/Committees**

**Applicant Information**

Full Name: BARNHART MARGARET K Date: JAN 22nd, 2026  
Last First M.I.  
Address: 410 W. 4th Street  
Street Address Apartment/Unit #  
Lynn Haven FL 32444  
City State ZIP Code  
Phone: 850-818-2590 Email MKAYE68@yahoo.com  
Occupation: Teacher High School Business Business Phone \_\_\_\_\_  
Business Address: 1 Buccaneer Drive

Do you live in the corporate city limits of Lynn Haven? YES ☒ NO ☐ At the present time, do you serve on a City Board/Committee? YES ☐ NO ☒  
Do you hold a public office? YES ☐ NO ☒ Have you attended a meeting of the Board for which you are applying? YES ☒ NO ☐

I am willing to spend 6-8 hrs. per ☐ week or ☒ month on this activity, and I will attend meetings in accordance with the adopted policies of the City.

**Board/Committee**

Please select all Boards or Committees that you are interested in serving:



**Planning Commission**

Consists of seven members who are appointed by the City Commission and serve terms of four years each. Members may serve for two consecutive terms, in an advisory capacity. Some of the Commission's duties are to: Coordinate the City's planning efforts and programs with those of other Bay County jurisdictions, Monitor and oversee the effectiveness and status of the City's Comprehensive Plan. The Planning Board is also designated to advise the City Commission on the following matters: Comprehensive Plan Amendments, Development Order Applications (both residential and commercial, Land Use Changes, Certificates of Concurrence and Updating the Unified Land Development Code.



**Beautification Board**

The purpose of this board is to Study, Investigate, develop and recommend to the City Commission plans for improving the beautification and cleanliness of the City. Duties include: Improve the beauty and cleanliness of the City, Encourage the planting and preservation of trees, shrubs, plants, flowers and other foliage by the City, protect songbirds and their habitats, Meet with and recommend plans to organizations and groups in the City interested in the beautification of the City, and Neighborhood Matching Grant Program.



### Community Services Board



The purpose of this board is to advise the City Commission and Community Services Department, develop partnerships with private, public and civic organizations and/or individuals to promote and increase in youth and senior citizen services in the community. Duties include: Advise on ways to finance special projects in support of library and recreational needs. Help promote, where needed, private-public fund raising efforts to expand and/or improve library and recreational services. Establish a coalition of leisure and cultural organizations; interact and establish partnership(s) with private clubs, groups, associations and individuals for the purpose of providing youth and/or senior citizen services. Explore new programs and activities. Research and implement ways to promote events, aide in capital improvements, and expand the overall level of Leisure Services.

### Board of Adjustments



Consists of five members who are appointed by the City Commission. Each Board Member sits for a three-year term, and may serve two consecutive terms. Duties include: Act in an advisory capacity to the City Commission and make recommendations to the City Commission concerning the need to study, revise, or amend city codes and ordinances affecting the growth and development of the City. Authorize variances.

### Construction Licensing Board



The purpose of this board is to examine qualifications of all persons who desire to engage in the trade of business of constructions. Duties include: Prescribe exams, Certificates of Competency, notices of violation, conduct hearings, revoke or suspend Certificates of Competency. Hear appeals of persons charged with violations by contractors or persons who may be aggrieved by the Building Official. Approve integrity of applicants. Enforce provisions of Lynn Haven Building Code and Building Regulations.

### CRA Advisory Board



The seven-member Board is responsible for drafting, ranking, and recommending a list of CRA specific projects for each fiscal year along with any other tasks that the Board may assign from time to time.

### Charter Review Advisory Committee



The five-member Committee is responsible for meeting, discussing, reviewing, and recommending updates to the City's Charter.



### Infrastructure Tax Oversight Committee

The five-member Board is responsible for ensuring the City's expenditure of surtax proceeds is consistent with Florida Statutes Section 212.055(2) and that the City's expenditures of proceeds is consistent with the approved project list.

If you could choose which board or committee you preferred to serve on which one would it be?

planning

### Educational Background

High School: A. Crawford Masley Location: Lyons Haven, FL

From: 2005 To: 2009 Did you graduate? YES ☒ NO ☐

College: FSU Location: PC Branch

From: 09 To: 2012 Did you graduate? YES ☒ NO ☐ Degree: BSc - Psychology

College/Professional Organizations: West GA Location: GA

From: 2014 To: 2016 Did you graduate/complete? YES ☒ NO ☐ Degree/Certificate: MBA

### References

Please list three professional/personal references.

Full Name: Sumer Joseph Relationship: Co-worker  
Company: North Bay Haven Phone: 850-381-1745  
Address: Panama City, FL

Full Name: Samantha Carver Relationship: Co-worker  
Company: North Bay Haven Phone: 270-227-0352  
Address: Panama City, FL

Full Name: Sarah Truener Relationship: Co-worker  
Company: North Bay Haven Phone: 850-832-9545  
Address: Panama City, FL

### Military Service

Branch: N/A From:  To:

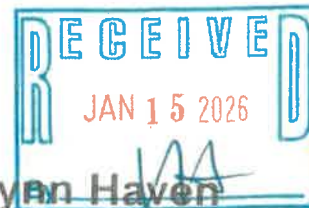
Rank at Discharge: N/A

### Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to placement on a board/committee, I understand that false or misleading information in my application or interview may result in my release.

Signature: Margaret Carver Date: Jan 29, 2026



City of Lynn Haven

Application For Advisory  
Boards/Committees

Applicant Information

Full Name: Erickson, John W., Jr. Date: 15 Jan 2026  
*Last First M.I.*

Address: 2715 Redtail Street  
*Street Address Apartment/Unit #*

Lynn Haven, FL 32405  
*City State ZIP Code*

Phone: 907-841-1139 Email jericksonj@hotmail.com

Occupation: Attorney / Behavioral Scientist / Investigator Business Phone 850-283-5334

Business Address: 650 Florida Ave., Tyndall AFB, FL 32403

Do you live in the corporate city limits of Lynn Haven? YES ☒ NO ☐ At the present time, do you serve on a City Board/Committee? YES ☐ NO ☒

Do you hold a public office? YES ☐ NO ☒ Have you attended a meeting of the Board for which you are applying? YES ☐ NO ☒

I am willing to spend 15+ hrs. per ☒ week or ☐ month on this activity, and I will attend meetings in accordance with the adopted policies of the City.

Board/Committee

Please select all Boards or Committees that you are Interested In serving:

- ☒ **Planning Commission**  
Consists of seven members who are appointed by the City Commission and serve terms of four years each. Members may serve for two consecutive terms, in an advisory capacity. Some of the Commission's duties are to: Coordinate the City's planning efforts and programs with those of other Bay County jurisdictions, Monitor and oversee the effectiveness and status of the City's Comprehensive Plan. The Planning Board is also designated to advise the City Commission on the following matters: Comprehensive Plan Amendments, Development Order Applications (both residential and commercial, Land Use Changes, Certificates of Concurrence and Updating the Unified Land Development Code.
- ☐ **Beautification Board**  
The purpose of this board is to Study, Investigate, develop and recommend to the City Commission plans for improving the beautification and cleanliness of the City. Duties Include: Improve the beauty and cleanliness of the City, Encourage the planting and preservation of trees, shrubs, plants, flowers and other foliage by the City, protect songbirds and their habitats, Meet with and recommend plans to organizations and groups in the City interested in the beautification of the City, and Neighborhood Matching Grant Program.

**Community Services Board**

- ☐ The purpose of this board is to advise the City Commission and Community Services Department, develop partnerships with private, public and civic organizations and/or individuals to promote and increase in youth and senior citizen services in the community. Duties include: Advise on ways to finance special projects in support of library and recreational needs. Help promote, where needed, private-public fund raising efforts to expand and/or improve library and recreational services. Establish a coalition of leisure and cultural organizations; interact and establish partnership(s) with private clubs, groups, associations and individuals for the purpose of providing youth and/or senior citizen services. Explore new programs and activities. Research and implement ways to promote events, aid in capital improvements, and expand the overall level of Leisure Services.

**Board of Adjustments**

- ☐ Consists of five members who are appointed by the City Commission. Each Board Member sits for a three-year term, and may serve two consecutive terms. Duties include: Act in an advisory capacity to the City Commission and make recommendations to the City Commission concerning the need to study, revise, or amend city codes and ordinances affecting the growth and development of the City. Authorize variances.

**Construction Licensing Board**

- ☐ The purpose of this board is to examine qualifications of all persons who desire to engage in the trade of business of constructions. Duties include: Prescribe exams, Certificates of Competency, notices of violation, conduct hearings, revoke or suspend Certificates of Competency. Hear appeals of persons charged with violations by contractors or persons who may be aggrieved by the Building Official. Approve integrity of applicants. Enforce provisions of Lynn Haven Building Code and Building Regulations.

**CRA Advisory Board**

- ☐ The seven-member Board is responsible for drafting, ranking, and recommending a list of CRA specific projects for each fiscal year along with any other tasks that the Board may assign from time to time.

**Charter Review Advisory Committee**

- ☐ The five-member Committee is responsible for meeting, discussing, reviewing, and recommending updates to the City's Charter.

☐ **Infrastructure Tax Oversight Committee**

The five-member Board is responsible for ensuring the City's expenditure of surtax proceeds is consistent with Florida Statutes Section 212.055(2) and that the City's expenditures of proceeds is consistent with the approved project list.

If you could choose which board or committee you preferred to serve on which one would it be?

Planning Commission

### Educational Background

High School: North Branford High Location: North Branford, CT

From: Sep 1985 To: Jun 1988 Did you graduate? YES ☒ NO ☐

College: J. Rueben Clark School of Law Location: Provo, UT

From: Aug 1994 To: Apr 1999 Did you graduate? YES ☒ NO ☐ Degree: J.D.

College/Professional Organizations: Nova Southeastern University Location: Ft. Lauderdale, FL

From: Aug 2011 To: May 2016 Did you graduate/complete? YES ☒ NO ☐ Degree/Certificate: Ph.D.

### References

*Please list three professional/personal references.*

Full Name: William Sterling Anderson II Relationship: Colleague  
Company: United States Air Force Phone: 864-590-8207  
Address: 650 Florida Ave., Tyndall AFB, FL 32403

Full Name: Thomas Saxey Relationship: Colleague  
Company: United States Air Force Phone: 619-929-9449  
Address: 650 Florida Ave., Tyndall AFB, FL 32403

Full Name: John Morales Relationship: Colleague  
Company: United States Air Force Phone: 818-919-2520  
Address: 650 Florida Ave., Tyndall AFB, FL 32403

### Military Service

Branch: United States Air Force From: 3 Mar 1990 To: Present

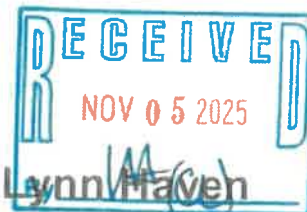
Rank at Discharge: Colonel / O-6

### Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge.*

*If this application leads to placement on a board/committee, I understand that false or misleading information in my application or interview may result in my release.*

Signature: John W. Erickson, Jr. ERICKSON,JOHN.  
WILLIAM.JR.1014  
590737  
Digitally signed by  
ERICKSON,JOHN.WILLIAM.JR.  
1014590737  
Date: 2026.01.15 14:59:40  
-06'00'  
Date: 15 Jan 2026



City of Lynn Haven

Application For Advisory  
Boards/Committees

Applicant Information

Full Name: Snyder Jeffrey D. Date: 11/5/2025  
Last First M.I.

Address: 309 Virginia Avenue  
Street Address

Lynn Haven. FL, 32444  
City State ZIP Code

Phone: 850 890-4111 Email Jsnyder0982@gmail.com

Occupation: Outside Sales Business Phone 850 630-5869

Business Address: N/A

Do you live in the corporate city limits of Lynn Haven? YES ☒ NO ☐ At the present time, do you serve on a City Board/Committee? YES ☒ NO ☐

Do you hold a public office? YES ☐ NO ☒ Have you attended a meeting of the Board for which you are applying? YES ☒ NO ☐

I am willing to spend 4 hrs. per ☒ week or ☐ month on this activity, and I will attend meetings in accordance with the adopted policies of the City.

Board/Committee

Please select all Boards or Committees that you are interested in serving:

☒ Planning Commission

Consists of seven members who are appointed by the City Commission and serve terms of four years each. Members may serve for two consecutive terms, in an advisory capacity. Some of the Commission's duties are to: Coordinate the City's planning efforts and programs with those of other Bay County jurisdictions, Monitor and oversee the effectiveness and status of the City's Comprehensive Plan. The Planning Board is also designated to advise the City Commission on the following matters: Comprehensive Plan Amendments, Development Order Applications (both residential and commercial, Land Use Changes, Certificates of Concurrency and Updating the Unified Land Development Code.

☐ Beautification Board

The purpose of this board is to Study, Investigate, develop and recommend to the City Commission plans for improving the beautification and cleanliness of the City. Duties include: Improve the beauty and cleanliness of the City, Encourage the planting and preservation of trees, shrubs, plants, flowers and other foliage by the City, protect songbirds and their habitats, Meet with and recommend plans to organizations and groups in the City interested in the beautification of the City, and Neighborhood Matching Grant Program.

#### Community Services Board

- ☐ The purpose of this board is to advise the City Commission and Community Services Department, develop partnerships with private, public and civic organizations and/or individuals to promote and increase in youth and senior citizen services in the community. Duties include: Advise on ways to finance special projects in support of library and recreational needs. Help promote, where needed, private-public fund raising efforts to expand and/or improve library and recreational services. Establish a coalition of leisure and cultural organizations; interact and establish partnership(s) with private clubs, groups, associations and individuals for the purpose of providing youth and/or senior citizen services. Explore new programs and activities. Research and implement ways to promote events, aide in capital improvements, and expand the overall level of Leisure Services.

#### Board of Adjustments

- ☐ Consists of five members who are appointed by the City Commission. Each Board Member sits for a three-year term, and may serve two consecutive terms. Duties include: Act in an advisory capacity to the City Commission and make recommendations to the City Commission concerning the need to study, revise, or amend city codes and ordinances affecting the growth and development of the City. Authorize variances.

#### Construction Licensing Board

- ☐ The purpose of this board is to examine qualifications of all persons who desire to engage in the trade of business of constructions. Duties include: Prescribe exams, Certificates of Competency, notices of violation, conduct hearings, revoke or suspend Certificates of Competency. Hear appeals of persons charged with violations by contractors or persons who may be aggrieved by the Building Official. Approve integrity of applicants. Enforce provisions of Lynn Haven Building Code and Building Regulations.

#### CRA Advisory Board

- ☐ The seven-member Board is responsible for drafting, ranking, and recommending a list of CRA specific projects for each fiscal year along with any other tasks that the Board may assign from time to time.

#### Charter Review Advisory Committee

- ☐ The five-member Committee is responsible for meeting, discussing, reviewing, and recommending updates to the City's Charter.

#### ☐ Infrastructure Tax Oversight Committee

The five-member Board is responsible for ensuring the City's expenditure of surtax proceeds is consistent with Florida Statutes Section 212.055(2) and that the City's expenditures of proceeds is consistent with the approved project list.

If you could choose which board or committee you preferred to serve on which one would it be?



### Educational Background

High School: Mosley High School Location: Lynn Haven

From: 1997 To: 2001 Did you graduate? YES ☒ NO ☐

College: Gulf Coast State College Location: Panama City

From: 2001 To: 2007 Did you graduate? YES ☒ NO ☐ Degree: Associate of Arts

College/Professional Organizations: \_\_\_\_\_ Location: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate/complete? YES ☐ NO ☐ Degree/Certificate: \_\_\_\_\_

### References

*Please list three professional/personal references.*

Full Name: John Byrne Relationship: Friend  
Company: Sunglass World Phone: 850 814-5613  
Address: 411 Indiana Avenue Lynn Haven, FL 32444

Full Name: Thomas Cox Relationship: Friend/Neighbor  
Company: Gibson Vacation Rentals Phone: 407 437-6714  
Address: 305 Virginia Avenue Lynn Haven, FL 32444

Full Name: Trent Gann Relationship: Friend/Pastor  
Company: First Baptist Lynn Haven Phone: 850 774-9727  
Address: 138 Drew's Lane Panama City, FL 32405

### Military Service

Branch: N/A From: \_\_\_\_\_ To: \_\_\_\_\_

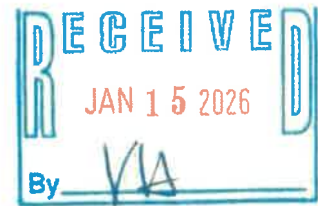
Rank at Discharge: \_\_\_\_\_

### Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge.*

*If this application leads to placement on a board/committee, I understand that false or misleading information in my application or interview may result in my release.*

Signature: Jeff Snyder Date: 11/5/2025



## City of Lynn Haven

### Application For Advisory Boards/Committees

| Applicant Information                                                                                                                                                                                                 |                                                                     |                                                                      |                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|----------------------------------------------------------------------|---------------------------------------------------------------------|
| Full Name:                                                                                                                                                                                                            | <u>Stewart CNESEA</u>                                               | <u>R</u>                                                             | Date: <u>1/15/26</u>                                                |
|                                                                                                                                                                                                                       | <small>Last First M.I.</small>                                      |                                                                      |                                                                     |
| Address:                                                                                                                                                                                                              | <u>1008 Virginia Ave.</u>                                           |                                                                      |                                                                     |
|                                                                                                                                                                                                                       | <small>Street Address</small>                                       | <small>Apartment/Unit #</small>                                      |                                                                     |
|                                                                                                                                                                                                                       | <u>Lynn Haven</u>                                                   | <u>FL</u>                                                            | <u>32441</u>                                                        |
|                                                                                                                                                                                                                       | <small>City</small>                                                 | <small>State</small>                                                 | <small>ZIP Code</small>                                             |
| Phone:                                                                                                                                                                                                                | <u>575-626-0716</u>                                                 | Email                                                                | <u>cnesea@dmorn.law.com</u>                                         |
| Occupation:                                                                                                                                                                                                           | <u>Attorney</u>                                                     | Business Phone                                                       | <u>80-757-5680</u>                                                  |
| Business Address:                                                                                                                                                                                                     | <u>1012 Jenks Ave, Panama City FL 32401</u>                         |                                                                      |                                                                     |
| Do you live in the corporate city limits of Lynn Haven?                                                                                                                                                               | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> | At the present time, do you serve on a City Board/Committee?         | YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> |
| Do you hold a public office?                                                                                                                                                                                          | YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> | Have you attended a meeting of the Board for which you are applying? | YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> |
| I am willing to spend <u>10</u> hrs. per <input type="checkbox"/> week or <input checked="" type="checkbox"/> month on this activity, and I will attend meetings in accordance with the adopted policies of the City. |                                                                     |                                                                      |                                                                     |

#### Board/Committee

Please select all Boards or Committees that you are interested in serving:

☒ **Planning Commission**  
Consists of seven members who are appointed by the City Commission and serve terms of four years each. Members may serve for two consecutive terms, in an advisory capacity. Some of the Commission's duties are to: Coordinate the City's planning efforts and programs with those of other Bay County jurisdictions, Monitor and oversee the effectiveness and status of the City's Comprehensive Plan. The Planning Board is also designated to advise the City Commission on the following matters: Comprehensive Plan Amendments, Development Order Applications (both residential and commercial, Land Use Changes, Certificates of Concurrence and Updating the Unified Land Development Code.

☒ **Beautification Board**  
The purpose of this board is to Study, Investigate, develop and recommend to the City Commission plans for improving the beautification and cleanliness of the City. Duties include: Improve the beauty and cleanliness of the City, Encourage the planting and preservation of trees, shrubs, plants, flowers and other foliage by the City, protect songbirds and their habitats, Meet with and recommend plans to organizations and groups in the City interested in the beautification of the City, and Neighborhood Matching Grant Program.

### Community Services Board

- ☒ The purpose of this board is to advise the City Commission and Community Services Department, develop partnerships with private, public and civic organizations and/or individuals to promote and increase in youth and senior citizen services in the community. Duties include: Advise on ways to finance special projects in support of library and recreational needs. Help promote, where needed, private-public fund raising efforts to expand and/or improve library and recreational services. Establish a coalition of leisure and cultural organizations; interact and establish partnership(s) with private clubs, groups, associations and individuals for the purpose of providing youth and/or senior citizen services. Explore new programs and activities. Research and implement ways to promote events, aide in capital improvements, and expand the overall level of Leisure Services.

### Board of Adjustments

- ☐ Consists of five members who are appointed by the City Commission. Each Board Member sits for a three-year term, and may serve two consecutive terms. Duties include: Act in an advisory capacity to the City Commission and make recommendations to the City. Commission concerning the need to study, revise, or amend city codes and ordinances affecting the growth and development of the City. Authorize variances.

### Construction Licensing Board

- ☐ The purpose of this board is to examine qualifications of all persons who desire to engage in the trade of business of constructions. Duties include: Prescribe exams, Certificates of Competency, notices of violation, conduct hearings, revoke or suspend Certificates of Competency. Hear appeals of persons charged with violations by contractors or persons who may be aggrieved by the Building Official. Approve integrity of applicants. Enforce provisions of Lynn Haven Building Code and Building Regulations.

### CRA Advisory Board

- ☐ The seven-member Board is responsible for drafting, ranking, and recommending a list of CRA specific projects for each fiscal year along with any other tasks that the Board may assign from time to time.

### Charter Review Advisory Committee

- ☐ The five-member Committee is responsible for meeting, discussing, reviewing, and recommending updates to the City's Charter.

### ☐ Infrastructure Tax Oversight Committee

The five-member Board is responsible for ensuring the City's expenditure of surtax proceeds is consistent with Florida Statutes Section 212.055(2) and that the City's expenditures of proceeds is consistent with the approved project list.

If you could choose which board or committee you preferred to serve on which one would it be?

① Planning Commission  
② Beautification Board  
③ Community Services Board

### Educational Background

High School: Sonora High School Location: Sonora, TX 76950

From: 2001 To: 2005 Did you graduate? YES ☒ NO ☐

College: Texas Tech University Location: Lubbock, TX

From: 2005 To: 2008 Did you graduate? YES ☒ NO ☐ Degree: BA Psychology, minor General Business

College/Professional Organizations: Texas Tech School of Law Location: Lubbock, TX

From: 2010 To: 2013 Did you graduate/complete? YES ☒ NO ☐ Degree/Certificate: JD

### References

Please list three professional/personal references.

Full Name: Lana Morris Relationship: Employer  
Company: The Morris Law Firm Phone: 850-393-870  
Address: 1042 SERIES AVE, FC FL 32401

Full Name: Morgan Morrell Relationship: Colleague/Friend  
Company: State Attorney's Office Phone: 817-201-6078  
Address: 3311 Country Club Drive, LH FL

Full Name: Steven Cox Relationship: Friend  
Company: Emerald Coast Signs & More Phone: \_\_\_\_\_  
Address: 807 Massachusetts Ave, LH FL

### Military Service

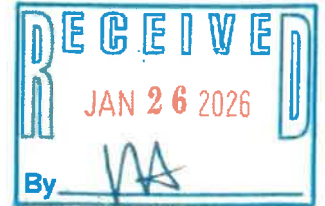
Branch: N/A From: N/A To: N/A  
Rank at Discharge: N/A

### Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to placement on a board/committee, I understand that false or misleading information in my application or interview may result in my release.

Signature: [Signature] Date: 1/15/26



Application For Advisory  
Boards/Committees

**Applicant Information**

Full Name: Walsh Melissa J Date: 1/26/26  
Last First M.I.

Address: 1806 Vermont Ave  
Street Address Apartment/Unit #

Lynn Haven FL 32444  
City State ZIP Code

Phone: 850-890-9723 Email \_\_\_\_\_

Occupation: Realtor Business Phone 850-890-9723

Business Address: 2708 Hwy 77 PC FL 32405

Do you live in the corporate city limits of Lynn Haven? YES ☒ NO ☐ At the present time, do you serve on a City Board/Committee? YES ☒ NO ☐

Do you hold a public office? YES ☐ NO ☒ Have you attended a meeting of the Board for which you are applying? YES ☐ NO ☒

I am willing to spend 20 hrs. per ☐ week or ☒ month on this activity, and I will attend meetings in accordance with the adopted policies of the City.

**Board/Committee**

Please select all Boards or Committees that you are interested in serving:

- ☒ **Planning Commission**  
Consists of seven members who are appointed by the City Commission and serve terms of four years each. Members may serve for two consecutive terms, in an advisory capacity. Some of the Commission's duties are to: Coordinate the City's planning efforts and programs with those of other Bay County jurisdictions, Monitor and oversee the effectiveness and status of the City's Comprehensive Plan. The Planning Board is also designated to advise the City Commission on the following matters: Comprehensive Plan Amendments, Development Order Applications (both residential and commercial), Land Use Changes, Certificates of Concurrence and Updating the Unified Land Development Code.
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CRA Advisory Board

- ☐ The seven-member Board is responsible for drafting, ranking, and recommending a list of CRA specific projects for each fiscal year along with any other tasks that the Board may assign from time to time.

Charter Review Advisory Committee

- ☐ The five-member Committee is responsible for meeting, discussing, reviewing, and recommending updates to the City's Charter.

☐ Infrastructure Tax Oversight Committee

The five-member Board is responsible for ensuring the City's expenditure of surtax proceeds is consistent with Florida Statutes Section 212.055(2) and that the City's expenditures of proceeds is consistent with the approved project list.

If you could choose which board or committee you preferred to serve on which one would it be? \_\_\_\_\_

High School: Mosley Location: Lynn Haven

From: 97 To: 00 Did you graduate? YES ☒ NO ☐

College: Embry - Riddle Location: \_\_\_\_\_

From: 08 To: 12 Did you graduate? YES ☒ NO ☐ Degree: B.S. Aeronautics

College/Professional Organizations: \_\_\_\_\_ Location: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate/complete? YES ☐ NO ☐ Degree/Certificate: \_\_\_\_\_

Please list three professional/personal references.

Full Name: Beth Klein Relationship: professional  
Company: BBIA Phone: 937-838-0865  
Address: beth@baybia.org

Full Name: Michael Farrow Relationship: professional  
Company: IPS Phone: 850-596-3037  
Address: NSA Panama City

Full Name: Marcia Croom Relationship: Professional  
Company: Gulf Coast Children's Advocacy Center Phone: 850-532-9326  
Address: marcia.croom@gulfcoastcap.org

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to placement on a board/committee, I understand that false or misleading information in my application or interview may result in my release.

Signature: M. Warren Date: 11/26/210



**RESOLUTION 2025-04-454**

**A RESOLUTION OF THE CITY OF LYNN HAVEN, FLORIDA, AMENDING THE CITY'S POLICY FOR THE APPOINTMENT OF BOARD MEMBERS; AND PROVIDING AN IMMEDIATELY EFFECTIVE DATE.**

**BE IT RESOLVED** by the City Commission of the City of Lynn Haven, Florida, from and after the effective date of this Resolution, that revisions to Policy 96-EX5 relating to the recruitment and appointment of citizens to City Boards, as attached and incorporated herein as Exhibit A to this Resolution, is hereby approved.

THIS RESOLUTION shall take effect immediately upon its passage.

PASSED, APPROVED, AND ADOPTED in special session this 21st day of April, 2025.

CITY OF LYNN HAVEN, FLORIDA

By

  
JESSE NELSON, MAYOR

ATTEST:



VICKIE GAINER, CITY MANAGER-CLERK



## BOARDS APPOINTMENT POLICY

1. TITLE: Procedural guide for the recruitment and appointment of citizens to serve on City advisory Boards.
2. PURPOSE: To provide written procedures detailing the purpose of said Boards, providing a description of duties, establishing minimum requirements for service and setting the term for service. Provide for the procedure by which citizens may make application for service. Establish the method by which the City Commission may make assessment of applicant qualifications and to establish method for making appointments to said Boards.
3. SCOPE: This policy is applicable to all who have been delegated responsibility in support of City Boards.
4. AUTHORITY: Established by ordinance, resolution and/or City Commission action.
5. RESPONSIBILITY: The following entities prescribe responsibility and participate in the process.
  - a. City Commission: The City Commission of the City of Lynn Haven hereby establishes Boards to be governed by the provisions set forth by ordinance, resolution, and/or City Commission action. It shall be the responsibility of the City Commission to appoint qualified persons to Boards service. All Boards shall serve at the pleasure of the City Commission. Commission interaction with Boards shall be channeled through staff or at Commission meetings only.
  - b. City Manager: The City Manager's office will coordinate all staff activities for the Boards. The City Manager is represented at all Boards by a Staff Liaison who will be appointed by and responsible to the City Manager, through the appropriate department head. **Except as may be designated by the City Manager, the City Manager coordinates Board member activities, communications to and from the Mayor and Commission, and citizens, as well as Board appointments.**

The City Manager will provide information and interpretations on the role of Board members, City Commission operation policies, appointment procedures, and other questions which may arise. The City Manager will serve as the depository for all official meeting minutes, and other records as required minutes of all Boards meetings. Upon review and approval of the City Manager, minutes will be distributed to each City of Lynn Haven Commission member within a reasonable period of time period. A directory of elected and appointed officials and members of all Boards are also maintained by the City Manager and will be on file and said office.

- e. ~~Reserved. Deputy City Clerk: the deputy City clerk coordinates member activities, communications to and from the mayor and Commission, and citizens, as well as Boards appointments. The deputy City clerk will provide information and interpretations on the role of Boards members, City Commission operation policies, appointment procedures, and other questions which may arise. The deputy City clerk will serve as the depository for all official meeting minutes, and other records as required minutes of all Boards meetings, upon review and approval of the City manager, will be distributed to each City of Lynn Haven Commission member within a reasonable period of time period a directory of elected and appointed officials and members of all Boards are also maintained by the deputy City clerk and will be on file and said office.~~
- d. Staff Liaison: As appointed by the City Manager, Staff Liaison will assist their assigned Boards in the following ways:
- Assist in the development of the meeting agenda
  - Informs the members of items of special interest
  - Ensures that the Board's work complements community goals
  - Provides information as required
  - Research researches and provides background information and analysis on issues under consideration by the Boards

- Drafts letters, memorandums, and other items of communication as requested by the Boards
  - Provides for technical assistance
- e. Chairperson: The chairperson is appointed to a one year term as elected at large by the members of said Board. Special duties and responsibilities of the Chairperson include but are not limited to:
- Leads meetings;
  - Ensures meetings begin and end on time. Boards should follow Roberts Rules, some more formally than others
  - Plans meeting agenda in cooperation with the Staff Liaison
  - Encourages full participation by all Board members
  - Serves as the Board's primary contact
  - Makes recommendations and gives reports to the City Commission for appointments and reappointments to the Board
  - Makes Board presentations to the City Commission at designated meetings
- f. Citizen: In fulfillment of the need for citizen involvement and to utilize the talents, expertise, and the vitality of the people of Lynn Haven.

6. DEFINITIONS: the following terms and definitions apply

- a. Board: To mean any Board, committee or task force assigned to assist the City where its members are appointed by the City Commission on either informal or informal basis.
- b. Term: Will mean the duration of the appointment as determined by ordinance, resolution or City Commission action.

7. PROCEDURES:

- a. Each Board member will be appointed by the City Commission in accordance with the ordinances or written policies of the City. In each case individual member of the City Commission will bear responsibility for the appointment of one member to serve on each designated Board. In those cases where there exists a requirement for more than five members for service, the balance of members to serve will be appointed by a majority decision of the City Commission.

- b. Each Commissioner appointment will be made with the advice and consent of a majority of the City Commission.
- c. It will be the responsibility of the City Commission to monitor Board progress, recruit service members and make timely appointments to said Boards.
- d. The office of the City Manager will coordinate all staff activities for the Boards. The City Manager may serve or designate a staff member to serve as liaison who will be responsible to the City Manager through the appropriate Department Head.
- e. The office of the City Manager ~~deputy City clerk~~ will coordinate member activities and communications; will maintain a directory of elected and appointed officials and members of all Boards; and will monitor their personal participation record and make known to the City Commission when member appointments are due to expire. Additionally, the City Manager ~~clerk~~ will maintain the Advisory Board Membership and Information Guidebook and initiate efforts to solicit applications for Board membership. Additionally the ~~deputy City Manager~~ clerk will maintain custody of all Board meeting minutes and appropriate official records.
- f. By appointment of the City Manager, a Staff Liaison will serve to assist the Board in providing support and technical assistance.
- g. The City will maintain on file for a period of two years applications for Board service for review of the City Commission at any time. The City will, through the publication of the Advisory Boards Membership and Information Guide, by ten-day advertisement of all vacancies, and by other means, communicate to the general citizenry with regard to the need for citizen participation on our Boards.
- h. It will be appropriate for members of the City Commission to recruit and asked to serve selected citizens whose talents, expertise and willingness to serve, will best serve the interest of the City.
- i. It will be appropriate to appoint on occasion members to serve on Ad Hoc committees which will serve an immediate purpose on an interim basis.
- j. It would not be appropriate for one citizen to serve on more than one Board at a time, unless that Board should be considered to fall under the description of an interim Board as described in item (i) above.

- k. Each Board will hold meetings as required by ordinance, resolution or City Commission action and at such times as deemed necessary by the Chairperson.
- l. Fifty-one percent of the voting membership will constitute a quorum. A quorum will be necessary to act on any agenda item.
- m. Each Board will be governed by a set of bylaws as adopted by the City Commission by ordinance, resolution or City Commission action.
- n. The parliamentary authority for each Board is Roberts rules of order, except where superseded by said bylaws or local, state, or federal law. A degree of informality is granted based on the nature of the Board.
- o. Boards vacancies will be filled in the same manner as the original appointment.
- p. Appointments will be for a term of two years except as superseded by said bylaws or local, state, or federal law.
- q. Upon failure of any member to attend three consecutive meetings, the Board and/or Staff Liaison may recommend that the City Commission governing body terminate that appointment and declare the position vacant.
- r. All Board service members will be legal residents of the City except as superseded by said bylaws or local, state or federal law.
- s. Annual financial disclosure statements as required by law will be required by Board service members except as declared exempt by said law.
- t. The elected Chair will not serve more than two years before rotation of Chair service to another member, except as superseded by said bylaws or local, state, or federal law.
- u. The officers of any Board will consist of a Chair and Vice Chair who will be elected by the membership and who will serve at the pleasure of the membership for one term. Officers may be elected no more than twice without giving up the Chair position for at least one year. This element may be superseded by said bylaws or local, state, or federal law.
- v. The Chair will have general supervisory and directional powers over the Board. The Chair will preside at all Board meetings and set committee agendas. The Chair will also be the sole spokesperson for the Board unless delegated in writing.

- w. The Vice Chair will execute all powers of the Chair in the absence of the Chair.
- x. Board service members will serve without compensation except as superseded by bylaws or local, state, or federal law.
- y. All Board meetings are subject to the "Open Meetings" law as governed by the Florida Sunshine Law.

volleyball registration is closing soon. Art in the park is in the works with details on the FB page. Easter hunt is April 12<sup>th</sup> at 9am. The fountains in Sheffield park are to keep away the algae, and it is pretty. The damaged park playground equipment which will be replaced today. Met with business owners on Florida Avenue who will be directly affected by the revitalization of that area. Next there will be a public workshop held to discuss this grant project further. The city had put a traffic counter out on 17th Street. Encourages people to use the newly created car park on Iowa and 16th for safety reasons.

**Item # 7. City Attorney's Report.**

City Attorney – had nothing to report.

**CONSENT AGENDA**

**Item # 8. Approval of Minutes dd 02/25/25 - Regular meeting minutes.**

Motion by Commissioner Perno to approve all items on the consent agenda.

Second to the Motion: Commissioner Peebles

On Vote:

|             |     |
|-------------|-----|
| Perno       | aye |
| Peebles     | aye |
| Vandergrift | aye |
| Warrick     | aye |
| Nelson      | aye |

Motion passed: 5-0

**OLD BUSINESS**

**Item # 9. Discussion and possible approval to appoint Mr. Doolittle to the Planning Commission Board.**

The Mayor addressed the item.

The Mayor opened the floor to the Commission for comments.

Commissioner Warrick - talked with other cities to see how they do it and they advertise it. He asked if we had advertised it. The City Manager said we do not advertise this one because we already have people in the waiting list. We will advertise when there are no people in the waiting list. Ms. Richard said there is no policy as it is something former city managers had always practiced. Back then it was difficult to get people to apply. People did not want to sit on the Board of Adjustment (BoA), so it was decided to put people who applied for the Planning Board on the BoA while they waited. This is not a policy, simply standard practice. The City Manager said there is a policy in place, and she will provide it to the Commissioners.

Commissioner Warrick feels Mr. Clubbs' experience is better suited for the planning board.

Motion by Commissioner Warrick to appoint Mr. Clubbs to the Planning Commission Board.

Second to the Motion: Commissioner Peebles - for discussion

Commissioner Peebles really likes both candidates. Feels the best way forward will be to assign Mr. Doolittle with the understanding the Mr. Clubbs is the person in waiting. Then discuss the process at the next meeting for a new policy.

The Mayor knows Mr. Clubbs although he didn't meet him this time. He did speak with Mr. Doolittle, and he is very engaged in the process of the BoA. Likes what Commissioner Peebles has suggested.

Commissioner Perno – he had stated at the last meeting exactly the same thing as Commissioner Peebles has just recommended. He feels Mr. Doolittle is up for this position this time, and Mr. Clubbs

apparently agreed with him when they spoke.

On Vote:

|             |     |
|-------------|-----|
| Warrick     | aye |
| Peebles     | no  |
| Perno       | no  |
| Vandergrift | no  |
| Nelson      | no  |

Motion failed: 4-1

Motion by Commissioner Peebles to appoint Mr. Doolittle to the Planning Commission Board, with Mr. Clubbs to be the “person in waiting”, and that the commission add an agenda item for the next meeting to establish a policy about applications to the Planning Board.

Second to the Motion: Commissioner Perno

On Vote:

|             |     |
|-------------|-----|
| Peebles     | aye |
| Perno       | aye |
| Warrick     | aye |
| Vandergrift | aye |
| Nelson      | aye |

Motion passed: 5-0

## **NEW BUSINESS**

### **Item # 10. First Reading of Ordinance 1178 Milestones Inspections.**

City Manager to read the Ordinance by Title only.

The City Attorney, Amy Myers, explained the item.

### **Item # 11. Discussion only of the Traffic Safety Committee’s findings on the traffic study for Dundee and 24th Street speeding issues in Mowat Highlands.**

The City Manager explained the item, giving 3 options: Do nothing, install radar - \$21k, install speed humps - \$5k - that are less aggressive.

The Mayor opened the floor to the Commissioners for comment.

Commissioner Perno asked if the radar was the same as the one at one of the city’s other streets. The City Manager confirmed. Commissioner Perno likes those and sees that it works, but did we need to get four? The Mayor said they were for 24<sup>th</sup> Street as well as Dundee Street.

The City Manager read out the data from the report.

The Mayor asked if vehicles carrying trailers might corrupt the data. Mr. Baker said the way it works is that it identifies axels and semis.

Commissioner Perno – so speed humps won’t be as aggressive as the last ones? Mr. Baker said the last ones were bumps and these are humps so not as aggressive. The Mayor asked if they were concrete. Mr. Baker said no they are the ones that are bolted down.

Commissioner Peebles – he is happy that data has been used to bring them to a decision. One trend he noticed in the data is E24th was worse than Mowat Highlands. Dundee has speeding quite obviously. Average speed is about 27/28 mph, and he did some research with USDOT, and they recommend humps to slow speed down to 15mph. He read about Speeding Tables that are lower and wider than a hump and specifically for reducing speeds to 25mph. From a risk management





# CITY OF LYNN HAVEN, FLORIDA

## Commission Agenda Report

10

**Department:** Utilities

**Prepared By:** Chris Lightfoot

**Agenda Title:** Resolution 2026-02-518 Agreement with EPSS for Catwalk replacement

---

**Requested Action:** Approve Resolution 2026-02-518 Agreement with EPSS to remove and replace the Digester 4 catwalk at the wastewater treatment facility.

---

### I. Report in Brief:

The catwalk on Digester 4 sustained damage last year during a wind storm and is structurally unsafe for staff to use.

### Background:

During a windstorm last year a fiberglass catwalk was damaged and has irreparable structural damage. Staff filed an insurance claim and received \$48,855.49 in reimbursement that has been deposited into the Sewer account to cover these expenses. Staff obtained three quotes from:

EPSS- \$54,250.00

Art of Iron- \$61,160.00

Wilson Welding- \$67,450.00

As part of the Procurement Policy Section 4.05.1 this project does not have to be bid out as it is under the threshold of \$100,000.00 for Utilities repairs and staff would like approval to move forward with this purchase.

### Recommendation:

Approve Resolution 2026-02-518 Agreement with EPSS to remove and replace the Digester 4 catwalk at the wastewater treatment facility.



# CITY OF LYNN HAVEN, FLORIDA

## Commission Agenda Report

**II. Budgeted Amount:** \$54,250.00

**Project #:** N/A

**III. Advertised:** N/A

**Date:** N/A

**How/Mean:** N/A

**IV. Alternatives:**

Not removing and replacing the existing catwalk is unsafe for staff.

**V. Attachments:**

Resolution 2026-02-518, quotes, and picture of catwalk.

**RESOLUTION 2026-02-518**

**A RESOLUTION OF THE CITY OF LYNN HAVEN, FLORIDA, APPROVING AN AGREEMENT WITH EPSS SUPPLY & FABRICATION, LLC, RELATING TO THE DEMOLITION AND RECONSTRUCTION OF STAIRS AND CATWALK AT THE CITY'S WASTEWATER TREATMENT PLANT, IN THE TOTAL AMOUNT OF \$52,250.00.**

WHEREAS, the City has solicited three quotes for the demolition and reconstruction of the stairs and catwalk for the City's Wastewater Treatment plant, in accordance with Section 4.05.1 of the City's Procurement Policy; and

WHEREAS, Staff recommend the City enter an agreement with EPSS Supply & Fabrication, LLC, the lowest responsive and responsible bidder.

NOW THEREFORE BE IT RESOLVED that the appropriate officers of the City are authorized to accept and deliver on behalf of the City that certain Agreement between the City and EPSS Supply & Fabrication, LLC relating to the demolition and reconstruction of stairs and catwalk for a tank at the City's Wastewater Treatment Plant, for the total amount of Fifty Two Thousand, Two Hundred Fifty and 00/100 Dollars (\$52,250.00), in substantially the form of the quote attached as Exhibit A and presented to the Commission today, with such changes, insertions or omissions as may be approved by the Mayor and Interim City Manager and whose execution shall be conclusive evidence of such approval.

**PASSED AND ADOPTED** this \_\_\_\_ day of February 2026, by the LYNN HAVEN CITY COMMISSION meeting in regular session.

**CITY OF LYNN HAVEN, FLORIDA**

\_\_\_\_\_  
Dr. Dave Lowery, Mayor

ATTEST:

\_\_\_\_\_  
Chris Lightfoot, Interim City Manager



January 27, 2026

Mr. Danny McArdle  
City of Lynn Haven  
825 Ohio Avenue  
Lynn Haven, FL 32444  
Via E-mail: [dmcardle@cityoflynnhaven.com](mailto:dmcardle@cityoflynnhaven.com)

**Re: Lynn Haven WWTP**

Dear Mr. McArdle:

EPSS Supply & Fabrication, LLC is pleased to provide this quote to provide the material, fabrication, delivery, and installation of the items below.

| Description                                                                                                                                        | Qty | Total              |
|----------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------------------|
| Remove and discard existing fiberglass stairs/platform.<br>Fabricate and Install New Aluminum Stairs, Platform, and<br>Catwalk on new Concrete Pad | 1   | \$54,250.00        |
| <b>TOTAL QUOTE</b>                                                                                                                                 |     | <b>\$54,250.00</b> |

Thank you for the opportunity to provide a quote for your fabricating needs, please call should you have any questions or need any additional information.

If this quote is acceptable to you, please sign in the space provided below and return to [pittss2567@gmail.com](mailto:pittss2567@gmail.com).

Thanks,  
*Joshua Pitts*  
**Joshua Pitts**  
**Vice-President**  
**850.814.0611**

Accepted By: \_\_\_\_\_

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

JP/sp

# WILSON WELDING INC. QUOTE

**DATE**  
**1/28/26**

**#2026-004**

**Wilson Welding Inc.**  
**1315 Minnesota Ave**  
**Lynn Haven FL 32444**  
**(850) 265-4151**  
**wilsonweldingpc@gmail.com**

**Mr. Danny McCardle**  
**850257-6535**  
**City of Lynn Haven WWTP**  
**1111 Ohio Ave, Lynn Haven FL 32444**

**Mr. McCardle,**

**We would be happy demo and replace the structure pictured to the right. We would construct the new staircase to match existing, but it will be fabricated completely from 6000 grade aluminum.**

**The grating will come from McNichols and American supplier. All other angles, channels, tubing and pipes will be sourced from Town and Country Metals, also an American supplier.**

**We estimate the material cost around \$22,000. Additionally specialized equipment will be rented and utilized if awarded the bid, a man lift to be specific. SunBelt rentals has guaranteed availability as well as delivery and removal from site.**

**We are prepared to begin demo as soon as March 9th. With an estimated completion date 4 weeks from demo start date.**

| Description      | Cost                   | Line total  |
|------------------|------------------------|-------------|
| Material         | \$22,000               | \$22,000.00 |
| Equipment rental | \$4,000                | \$4,000.00  |
| Labor            | \$150 per man per hour | \$41,450.00 |

**Subtotal \$67,450.00**  
**FL Sales Tax 7% \$N/A**  
**Quote TOTAL \$67,450.00**



**Please feel free to contact us if you have any question regarding this quote.**

**Regards Steve Lewis,**

ESTIMATE

Art of Iron PC LLC  
1717 Kentucky Ave  
Lynn Haven, FL 32444-4257

artofironpc@gmail.com  
+1 (850) 819-1500

Bill to  
Lynn Haven, City of  
1111 Ohio Ave  
Lynn Haven, FL 32444

Ship to  
Lynn Haven, City of  
WWTP  
Lynn Haven, FL 32444

Estimate details  
Estimate no.: 1198  
Estimate date: 01/28/2026

| #     | Date | Product or service | Description                                                                                                                                                                                                                | Qty | Rate        | Amount      |
|-------|------|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-------------|-------------|
| 1.    |      | Sales              | Remove existing catwalk/stairs<br>Rebuild with aluminum (same design)<br>catwalk/stair<br>Pour concrete slab (Approx. 6' x 12',<br>6" deep)<br>All aluminum<br>All weld<br>Mill finish<br>Furnished, fabricated, installed | 1   | \$61,160.00 | \$61,160.00 |
| 2.    |      |                    | Deposit: 50%                                                                                                                                                                                                               |     |             |             |
| Total |      |                    |                                                                                                                                                                                                                            |     |             | \$61,160.00 |

Accepted date

Accepted by











# CITY OF LYNN HAVEN, FLORIDA 11

## Commission Agenda Report

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**Department:** Executive

**Prepared By:** Amy Myers

**Agenda Title:** Ordinance 1185 Prohibiting Smoking and Vaping in City Parks

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**Requested Action:** First Reading and Discussion of proposed Ordinance

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### **I. Report in Brief:**

At a prior Commission meeting, Commissioner Peebles requested an amendment to the City Code regarding smoking and vaping in City parks.

### **Background:**

On March 19, 2019, the City Commission adopted Ordinance 1073, prohibiting the use of e-cigarettes on City-owned property. On July 1, 2022, Section 386.209 was amended to allow cities to restrict smoking within the boundaries of public parks and beaches they own, except with regard to the smoking of unfiltered cigars.

Because state law preempts the regulation of smoking to the state, the proposed ordinance has been drafted to comply with state law by limiting its scope to city parks rather than all city owned property. The proposed ordinance expressly addresses vaping as requested by Commissioner Peebles. While not expressly discussed by the Commission in its initial direction, the proposed ordinance makes exceptions for smoking in designated areas, in personal vehicles, or when permitted as part of a Special Event.

### **Recommendation:**

Consider the Ordinance draft and hold First Reading.



# CITY OF LYNN HAVEN, FLORIDA

## Commission Agenda Report

**II. Budgeted Amount:** NA

**Project #:** NA

**III. Advertised:** NA

**Date:**

**How/Mean:**

**IV. Alternatives:**

The Commission can move this Ordinance forward as written, direct further amendments to the proposed text, or do nothing,

If the Ordinance is approved as written, or approved with minor changes, staff will advertise a public hearing for second reading and adoption on February 24.

If substantial changes to the Ordinance are directed, staff will amend and re-present a new draft for first reading at a future meeting.

**V. Attachments:**

Draft Ordinance 1185

## ORDINANCE NO. 1185

AN ORDINANCE OF THE CITY COMMISSION OF LYNN HAVEN, FLORIDA, AMENDING THE CITY'S CODE OF ORDINANCES TO PROHIBIT SMOKING AND VAPING IN CITY PARKS; REPEALING ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF LYNN HAVEN, FLORIDA:

SECTION 1. Chapter 42 of the City's Code of Ordinances related to Parks and Recreation of the City Commission is amended to read as follows (new text **bold and underlined**, deleted text ~~struck through~~):

**Sec. 42-7. - Use of an e-cigarette where smoking is prohibited.**

**(a) It shall be unlawful to Smoke or Vape in any City Parks except as follows:**

- i. **Smoking unfiltered cigars.**
- ii. **Smoking or Vaping in any smoking area clearly marked and designated by the City Manager.**
- iii. **Smoking or Vaping by a person in a parked personal vehicle on City Parks property.**
- iv. **When permitted by the City Manager as part of a Special Event.**

**(b)** The use of an e-cigarette is prohibited at all locations on city-owned property at which smoking is prohibited under F.S. ch. 386.

**(c)** For purposes of this section, **the following words shall be defined as follows:**

- i. **City Parks shall mean and include Porter Park, Sheffield Park, Kinsaul Park (including bark park), James Rogers Park, 17<sup>th</sup> St. Pocket Park, Cain Griffin Park, Bayou Park and Reserve, John B. Creamer Park, and the Sports Complex.**
- ii. **"E-cigarette"** means any electronic device composed of a mouthpiece, heating element, battery and electronic circuits that provide a vapor of liquid nicotine and/or other substances to the user that he or she inhales in simulation of smoking. This term shall include such devices whether they are manufactured as e-cigarettes, e-cigars, e-pipes or under any other similar product name.
- iii. **Smoking shall mean inhaling, exhaling, burning, carrying, or possessing any lighted tobacco product, including cigarettes, cigars, pipe tobacco, and any other lighted tobacco product.**
- iv. **Vape or Vaping means to inhale or exhale vapor produced by a vapor-generating electronic device or to possess a vapor-generating electronic device while that device is actively employing an electronic, a chemical, or a mechanical means designed to produce vapor or aerosol from a nicotine product or any other substance. The term does not include the mere possession of a vapor-generating electronic device.**
- v. **Vapor and Vapor-generating electronic device shall have the mean proscribed to it by F.S. § 386.203.**

SECTION 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict. If any phrase, clause, sentence, paragraph, section, or subsection of this Ordinance shall be declared unconstitutional or invalid by a court of competent jurisdiction, such unconstitutionality or invalidity shall not affect the remaining phrases, clauses, sentences, paragraphs, sections or subsections of this Ordinance.

SECTION 3. It is the intention of the Commission that the provisions of this Ordinance shall become a part of the City's Code of Ordinances. The provisions of this Ordinance may be renumbered or re-lettered with cross-references corrected and the word "ordinance" may be changed to "section," "article", "division" or other appropriate word to accomplish such intention.

SECTION 4. Effective Date. This Ordinance shall take effect immediately upon its passage.

PASSED, APPROVED AND ADOPTED at the regular meeting of the City Commission of the City of Lynn Haven on the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

CITY OF LYNN HAVEN, FLORIDA

\_\_\_\_\_  
Dr. Dave Lowery, Mayor

ATTEST:

\_\_\_\_\_  
Chris Lightfoot, Interim City Manager

APPROVED AS TO FORM AND CORRECTNESS:

\_\_\_\_\_  
City Attorney

## Check Reconciliation (Filtered)

| C | Check # | Vendor Name           | Amount     | Check Date | Clear Date |
|---|---------|-----------------------|------------|------------|------------|
| N | 403216  | 21140 ABENTRAS        | 208,620.56 | 01/30/2026 |            |
| N | 403222  | 28 BAY COUNTY SOLI    | 31,953.71  | 01/30/2026 |            |
| N | 403226  | 30033 ECSC            | 209,860.94 | 01/30/2026 |            |
| N | 403234  | 21466 HAND ARENDALL H | 19,535.00  | 01/30/2026 |            |
| N | 403237  | 24686 MAINLINE/EARTHW | 19,643.35  | 01/30/2026 |            |
| N | 403238  | 1171 MUNICIPAL EQUIP  | 104,268.70 | 01/30/2026 |            |
| N | 403241  | 263 PANHANDLE ENGIN   | 68,860.00  | 01/30/2026 |            |
| N | 403244  | 17278 RUPPERT LANDSCA | 22,908.74  | 01/30/2026 |            |
| N | 771797  | 30325 CLASSIC RECREAT | 13,693.20  | 01/30/2026 |            |
| N | 771809  | 21333 ECR             | 11,594.74  | 01/30/2026 |            |
| N | 771854  | 26087 PUBLIC RISK MGM | 12,934.00  | 01/30/2026 |            |
| N | 771874  | 14695 WASTE PRO       | 63,035.20  | 01/30/2026 |            |

\*\* END OF REPORT - Generated by kiki Roman \*\*

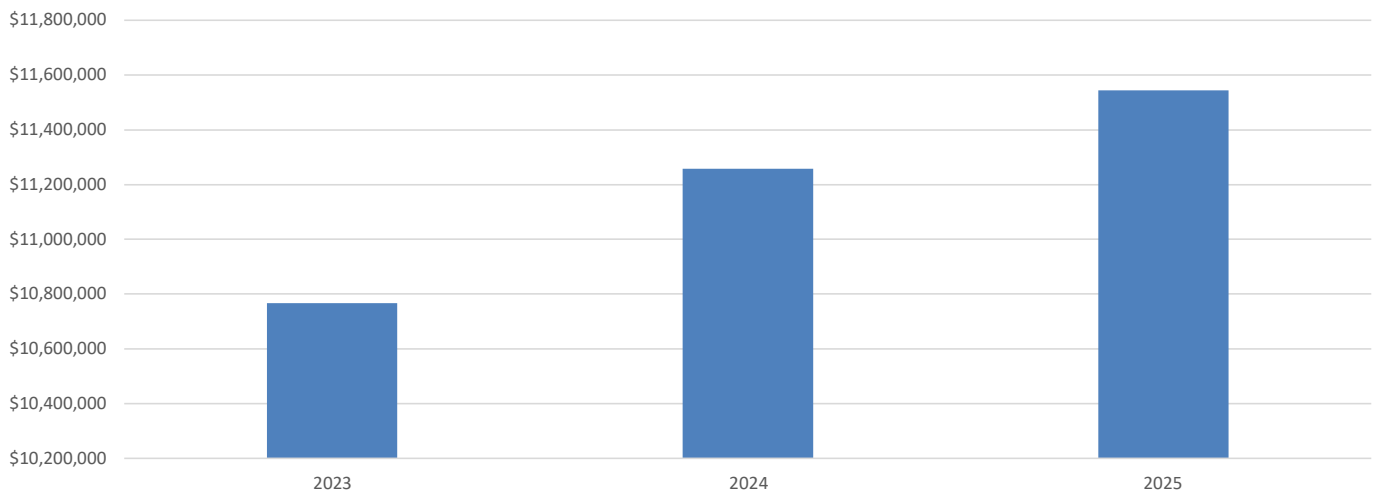
**City of Lynn Haven**  
**General Fund Personnel Costs**  
As of 9/30/2025



Period: 1 to 13

|                                      | 2023            | 2024            | 2025            | 2025 Current Budget | \$ Variance Budget Available | % Budget Available |
|--------------------------------------|-----------------|-----------------|-----------------|---------------------|------------------------------|--------------------|
| Expense                              | \$10,766,432.54 | \$11,257,962.11 | \$11,543,959.82 | \$12,611,998.00     | \$1,068,038.18               | 8%                 |
| 001511 - LEGISLATIVE                 | \$85,701.20     | \$91,317.55     | \$92,608.21     | \$92,749.00         | \$140.79                     | 0%                 |
| 001512 - EXECUTIVE                   | \$281,616.67    | \$309,699.21    | \$362,303.01    | \$366,457.00        | \$4,153.99                   | 1%                 |
| 001513 - FINANCE                     | \$378,343.65    | \$420,390.19    | \$517,655.37    | \$572,958.00        | \$55,302.63                  | 10%                |
| 001515 - COMPREHENSIVE PLANNING      | \$184,971.21    | \$188,554.49    | \$191,046.24    | \$214,688.00        | \$23,641.76                  | 11%                |
| 001516 - PUBLIC WORKS ADMINISTRATION | \$361,749.81    | \$508.21        | \$12.99         | \$14.00             | \$1.01                       | 7%                 |
| 001518 - FACILITY MAINTENANCE        | \$593,130.52    | \$679,917.03    | \$820,519.41    | \$850,846.00        | \$30,326.59                  | 4%                 |
| 001519 - ADMINISTRATIVE SUPPORT SVCS | \$72,485.45     | \$75,655.68     | \$140,881.27    | \$146,930.00        | \$6,048.73                   | 4%                 |
| 001520 - INFORMATION TECHNOLOGY      | \$195,502.30    | \$226,296.18    | \$239,746.66    | \$255,097.00        | \$15,350.34                  | 6%                 |
| 001521 - LAW ENFORCEMENT             | \$3,722,230.97  | \$3,908,045.09  | \$3,559,399.03  | \$3,967,753.00      | \$408,353.97                 | 10%                |
| 001522 - FIRE PROTECTION             | \$2,072,351.24  | \$2,204,414.25  | \$2,257,331.15  | \$2,432,354.00      | \$175,022.85                 | 7%                 |
| 001523 - CODE ENFORCEMENT            | \$67,961.42     | \$79,015.57     | \$104,165.59    | \$131,262.00        | \$27,096.41                  | 21%                |
| 001524 - PROTECTIVE INSPECTIONS      | \$393,263.85    | \$446,773.41    | \$302,953.34    | \$404,384.00        | \$101,430.66                 | 25%                |
| 001527 - HUMAN RESOURCES             | \$170,996.23    | \$263,575.00    | \$326,356.92    | \$334,805.00        | \$8,448.08                   | 3%                 |
| 001528 - LH BAYOU PRESERVE & PARK    | \$103,337.31    | \$99,822.93     | \$91,187.98     | \$97,256.00         | \$6,068.02                   | 6%                 |
| 001539 - UTILITY BILLING             | \$311,024.72    | \$328,111.13    | \$384,627.67    | \$390,661.00        | \$6,033.33                   | 2%                 |
| 001541 - STREET                      | \$350,267.24    | \$316,971.00    | \$343,958.35    | \$375,259.00        | \$31,300.65                  | 8%                 |
| 001549 - FLEET MANAGEMENT            | \$122,751.46    | \$127,951.20    | \$167,068.51    | \$170,303.00        | \$3,234.49                   | 2%                 |
| 001552 - ECONOMIC DEVELOPMENT        | \$51,009.97     | \$46,876.44     | \$40,021.76     | \$40,732.00         | \$710.24                     | 2%                 |
| 001572 - SPORTS & RECREATION         | \$346,415.38    | \$499,998.84    | \$602,344.16    | \$698,587.00        | \$96,242.84                  | 14%                |
| 001573 - PARKS & GROUNDS             | \$492,165.78    | \$569,683.12    | \$599,824.52    | \$623,288.00        | \$23,463.48                  | 4%                 |
| 001574 - COMMUNICATIONS & MARKETING  | \$192,561.24    | \$190,524.06    | \$224,478.88    | \$227,819.00        | \$3,340.12                   | 1%                 |
| 001576 - ANIMAL SHELTER              | \$216,594.92    | \$183,861.53    | \$175,468.80    | \$217,796.00        | \$42,327.20                  | 19%                |

General Fund Salary Expense





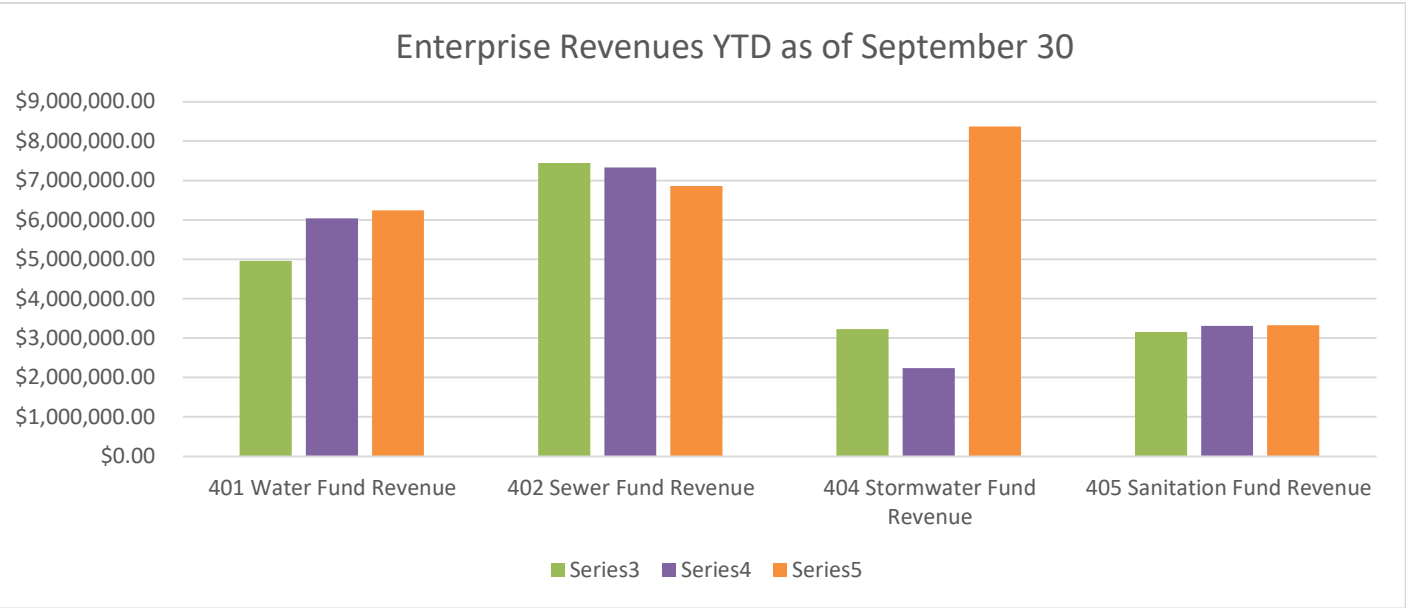
Enterprise Funds Revenues Year to Date



Period: 1 to 13

|                                    | 2023            | 2024            | 2025            |
|------------------------------------|-----------------|-----------------|-----------------|
| Revenue                            | \$18,780,951.71 | \$18,914,630.59 | \$24,798,652.85 |
| 401340 - CHARGES FOR SERVICES      | 4,623,529.45    | 5,591,396.56    | 5,849,146.00    |
| 401360 - MISCELLANEOUS REVENUES    | 328,583.39      | 442,487.14      | 388,457.30      |
| 401380 - OTHER SOURCES             | 3,450.50        | 3,450.50        | 3,450.50        |
| 402320 - PERMITS & FEES            | 149,298.51      | 157,438.29      | 158,516.00      |
| 402330 - INTERGOVERNMENTAL REVENUE | 0.00            | 70,020.00       | 321,863.00      |
| 402340 - CHARGES FOR SERVICES      | 3,690,902.13    | 5,172,866.60    | 6,157,214.03    |
| 402360 - MISCELLANEOUS REVENUES    | 245,820.41      | 125,136.68      | 60,637.50       |
| 402380 - OTHER SOURCES             | 3,356,119.20    | 1,806,889.63    | 162,375.32      |
| 404310 - TAXES                     | 1,187,605.54    | 1,490,513.85    | 1,617,600.93    |
| 404320 - PERMITS & FEES            | 12,079.06       | 8,175.00        | 20,900.00       |
| 404330 - INTERGOVERNMENTAL REVENUE | 285,416.54      | 285,889.50      | 1,385,669.88    |
| 404360 - MISCELLANEOUS REVENUES    | 20,097.03       | 28,294.94       | 36,342.58       |
| 404380 - OTHER SOURCES             | 1,723,618.62    | 424,552.90      | 5,309,092.90    |
| 405340 - CHARGES FOR SERVICES      | 2,895,448.52    | 3,034,395.11    | 3,063,800.80    |
| 405360 - MISCELLANEOUS REVENUES    | 258,982.81      | 273,123.89      | 263,586.11      |
| Net Income:                        | \$18,780,951.71 | \$18,914,630.59 | \$24,798,652.85 |

|                             |                |                |                |
|-----------------------------|----------------|----------------|----------------|
| 401 Water Fund Revenue      | \$4,955,563.34 | \$6,037,334.20 | \$6,241,053.80 |
| 402 Sewer Fund Revenue      | \$7,442,140.25 | \$7,332,351.20 | \$6,860,605.85 |
| 404 Stormwater Fund Revenue | \$3,228,816.79 | \$2,237,426.19 | \$8,369,606.29 |
| 405 Sanitation Fund Revenue | \$3,154,431.33 | \$3,307,519.00 | \$3,327,386.91 |



# City of Lynn Haven Enterprise Funds Personnel Costs

As of 9/30/2025



Period: 1 to 13

|                                         | 2023           | 2024           | 2025           | 2025 Current<br>Budget | \$ Variance Budget<br>Available | % Budget<br>Available |
|-----------------------------------------|----------------|----------------|----------------|------------------------|---------------------------------|-----------------------|
| Expense                                 | \$3,019,699.66 | \$2,884,650.81 | \$3,134,077.69 | \$3,597,983.00         | \$463,905.31                    | 13%                   |
| 401533 - WATER                          | \$1,155,510.21 | \$913,554.91   | \$1,090,177.32 | \$1,185,327.00         | \$95,149.68                     | 8%                    |
| 512000 - SALARIES-GENERAL EMPLOYEES     | \$708,101.45   | \$631,445.81   | \$723,278.50   |                        |                                 |                       |
| 514000 - OVERTIME, GENERAL EMPLOYEES    | \$30,117.17    | \$50,854.46    | \$64,966.62    |                        |                                 |                       |
| 514500 - ON CALL / OT                   | \$2,222.70     | \$0.00         | \$0.00         |                        |                                 |                       |
| 521000 - FICA & MEDICARE BENEFIT        | \$51,361.38    | \$50,795.24    | \$56,158.57    |                        |                                 |                       |
| 522000 - PENSION BENEFIT GENERAL EMP    | \$217,624.06   | \$22,830.51    | \$123,292.20   |                        |                                 |                       |
| 523000 - LIFE & HEALTH INSURANCE        | \$110,088.86   | \$108,274.10   | \$93,097.35    |                        |                                 |                       |
| 523002 - HEALTH DEDUCTIBLE              | \$1,732.70     | \$3,496.89     | \$0.00         |                        |                                 |                       |
| 523003 - HEALTH OUT OF POCKET           | \$0.00         | \$1,350.00     | \$0.00         |                        |                                 |                       |
| 524000 - WORKERS COMPENSATION INSURANCE | \$5,337.52     | \$7,103.80     | \$8,509.10     |                        |                                 |                       |
| 524001 - LTD                            | \$4,277.18     | \$3,887.57     | \$4,426.28     |                        |                                 |                       |
| 525000 - UNEMPLOYMENT COMPENSATION      | \$733.60       | \$0.00         | \$0.00         |                        |                                 |                       |
| 528000 - PTO BUY BACK & PAYOUT          | \$23,913.59    | \$33,516.53    | \$16,448.70    |                        |                                 |                       |
| 402535 - SEWER                          | \$568,460.31   | \$666,540.11   | \$560,087.27   | \$796,284.00           | \$236,196.73                    | 30%                   |
| 512000 - SALARIES-GENERAL EMPLOYEES     | \$361,254.30   | \$394,345.51   | \$354,644.15   |                        |                                 |                       |
| 514000 - OVERTIME, GENERAL EMPLOYEES    | \$32,368.98    | \$58,340.66    | \$41,503.70    |                        |                                 |                       |
| 514500 - ON CALL / OT                   | \$869.94       | \$0.00         | \$0.00         |                        |                                 |                       |
| 521000 - FICA & MEDICARE BENEFIT        | \$28,081.62    | \$33,420.00    | \$28,467.97    |                        |                                 |                       |
| 522000 - PENSION BENEFIT GENERAL EMP    | \$53,921.06    | \$80,729.51    | \$56,553.79    |                        |                                 |                       |
| 523000 - LIFE & HEALTH INSURANCE        | \$70,139.23    | \$74,444.25    | \$60,308.99    |                        |                                 |                       |
| 523002 - HEALTH DEDUCTIBLE              | \$0.00         | \$0.00         | \$2,500.00     |                        |                                 |                       |
| 523003 - HEALTH OUT OF POCKET           | \$0.00         | \$0.00         | \$1,350.00     |                        |                                 |                       |
| 524000 - WORKERS COMPENSATION INSURANCE | \$3,583.72     | \$3,337.88     | \$5,488.00     |                        |                                 |                       |
| 524001 - LTD                            | \$2,133.02     | \$2,357.55     | \$1,920.26     |                        |                                 |                       |
| 525000 - UNEMPLOYMENT COMPENSATION      | \$3,025.00     | \$0.00         | \$0.00         |                        |                                 |                       |
| 528000 - PTO BUY BACK & PAYOUT          | \$13,083.44    | \$19,564.75    | \$7,350.41     |                        |                                 |                       |
| 404538 - STORMWATER                     | \$658,777.67   | \$648,953.34   | \$806,556.79   | \$868,168.00           | \$61,611.21                     | 7%                    |
| 512000 - SALARIES-GENERAL EMPLOYEES     | \$419,315.96   | \$484,671.05   | \$568,717.01   |                        |                                 |                       |
| 514000 - OVERTIME, GENERAL EMPLOYEES    | \$6,359.88     | \$7,833.49     | \$18,140.97    |                        |                                 |                       |
| 521000 - FICA & MEDICARE BENEFIT        | \$29,360.90    | \$35,403.39    | \$42,559.55    |                        |                                 |                       |
| 522000 - PENSION BENEFIT GENERAL EMP    | \$130,056.45   | \$13,035.83    | \$64,338.06    |                        |                                 |                       |
| 523000 - LIFE & HEALTH INSURANCE        | \$61,509.44    | \$92,660.21    | \$97,294.94    |                        |                                 |                       |
| 523002 - HEALTH DEDUCTIBLE              | \$2,500.00     | \$2,500.00     | \$0.00         |                        |                                 |                       |
| 523003 - HEALTH OUT OF POCKET           | \$1,350.00     | \$1,350.00     | \$0.00         |                        |                                 |                       |
| 524000 - WORKERS COMPENSATION INSURANCE | \$3,501.00     | \$3,058.72     | \$5,685.62     |                        |                                 |                       |
| 524001 - LTD                            | \$2,684.75     | \$3,157.77     | \$3,392.07     |                        |                                 |                       |
| 528000 - PTO BUY BACK & PAYOUT          | \$2,139.29     | \$5,282.88     | \$6,428.57     |                        |                                 |                       |
| 405534 - SANITATION                     | \$636,951.47   | \$655,602.45   | \$677,256.31   | \$692,182.00           | \$14,925.69                     | 2%                    |
| 512000 - SALARIES-GENERAL EMPLOYEES     | \$378,403.11   | \$446,861.40   | \$451,158.03   |                        |                                 |                       |
| 514000 - OVERTIME, GENERAL EMPLOYEES    | \$13,275.22    | \$27,792.39    | \$39,836.47    |                        |                                 |                       |
| 521000 - FICA & MEDICARE BENEFIT        | \$26,270.47    | \$33,780.72    | \$36,168.13    |                        |                                 |                       |
| 522000 - PENSION BENEFIT GENERAL EMP    | \$127,609.10   | \$58,003.49    | \$78,386.88    |                        |                                 |                       |
| 523000 - LIFE & HEALTH INSURANCE        | \$84,203.07    | \$77,619.34    | \$53,950.09    |                        |                                 |                       |
| 524000 - WORKERS COMPENSATION INSURANCE | \$2,969.32     | \$4,486.48     | \$5,584.09     |                        |                                 |                       |
| 524001 - LTD                            | \$2,357.86     | \$2,850.03     | \$2,720.78     |                        |                                 |                       |
| 525000 - UNEMPLOYMENT COMPENSATION      | \$1,100.00     | \$0.00         | \$0.00         |                        |                                 |                       |
| 528000 - PTO BUY BACK & PAYOUT          | \$763.32       | \$4,208.60     | \$9,451.84     |                        |                                 |                       |

# Income Statement - 101 Disaster Fund FY 2025 as of September 2025



Period: 1 to 13

|                                                                              | 2023             | 2024             | 2025             | 2025 Current Budget | \$ Uncollected Revenue       | % Collected-to-Date |
|------------------------------------------------------------------------------|------------------|------------------|------------------|---------------------|------------------------------|---------------------|
| Revenue                                                                      | \$9,603,003.50   | \$721,408.95     | \$1,679,782.79   | \$5,093,235.45      | \$3,413,452.66               | 33%                 |
| 101330 - INTERGOVERNMENTAL REVENUE                                           | \$7,890,193.96   | \$477,787.77     | \$1,598,819.84   | \$1,549,967.35      | (\$48,852.49)                | 103%                |
| 433136 - FEMA REIMBURSEMENT                                                  | \$7,890,193.96   | \$477,787.77     | \$1,598,819.84   | \$ 1,549,967.35     | \$ (48,852.49)               | 103%                |
| 101360 - MISCELLANEOUS REVENUE                                               | \$1,712,809.54   | \$243,621.18     | \$80,962.95      | \$3,543,268.10      | \$3,462,305.15               | 2%                  |
| 436100 - INTEREST INCOME                                                     | \$420,243.19     | \$243,621.18     | \$80,962.95      | \$ 81,819.10        | \$ 856.15                    | 99%                 |
| 436903 - INSURANCE PROCEEDS                                                  | \$1,292,566.35   | \$0.00           | \$0.00           | \$ -                | \$ -                         | N/A                 |
| 438999 - CASH CARRY FORWARD                                                  | \$0.00           | \$0.00           | \$0.00           | \$ 3,461,449.00     | \$ 3,461,449.00              | 0%                  |
|                                                                              | 2023             | 2024             | 2025             | 2025 Current Budget | \$ Variance Budget Available | % Budget Available  |
| Expense                                                                      | \$18,597,063.02  | \$5,072,287.63   | \$3,693,748.57   | \$5,093,235.45      | \$1,399,486.88               | 73%                 |
| 101525 - DISASTER RECOVERY FUND                                              | \$18,597,063.02  | \$5,072,287.63   | \$3,810,929.90   | \$5,093,235.45      | \$1,399,486.88               | 75%                 |
| 531022 - ENGINEERING-WORK PRODUCT                                            | \$0.00           | \$0.00           | \$10,312.50      | \$16,850.00         | \$ 6,537.50                  | 61%                 |
| 531081 - 01034 - PROF SERVICES-OTHER                                         | \$59,483.19      | \$41,250.00      | \$0.00           | \$                  | \$ -                         | N/A                 |
| 531081 - 92501 - PROF SERVICES-OTHER                                         | \$0.00           | \$53,552.80      | \$73,272.25      | \$76,893.00         | \$ 3,620.75                  | 95%                 |
| 531081 - 92521 - PROF SERVICES-OTHER                                         | \$0.00           | \$69,483.30      | \$27,351.00      | \$33,248.00         | \$ 5,897.00                  | 82%                 |
| 534000 - CONTRACTUAL SERVICES                                                | \$452,957.99     | \$93,582.65      | \$80,740.00      | \$99,982.00         | \$ 19,242.00                 | 81%                 |
| 534000 - 01036 - CONTRACTUAL SERVICES - LIBRARY                              | \$0.00           | \$0.00           | \$0.00           | \$1,500.00          | \$ 1,500.00                  | 0%                  |
| 544000 - RENTALS & LEASES                                                    | \$1,610.87       | \$0.00           | \$0.00           | \$                  | \$ -                         | N/A                 |
| 546002 - 21047 - R & M BUILDING & GROUNDS - SPORTS COMPLEX PH 1              | \$15,567.20      | \$0.00           | \$0.00           | \$                  | \$ -                         | N/A                 |
| 546002 - 21049 - R & M BUILDING & GROUNDS - FAC MAINT BLDG                   | \$0.00           | \$0.00           | \$8,886.92       | \$8,887.00          | \$ 0.08                      | 100%                |
| 546002 - 92501 - R & M BUILDING & GROUNDS - CITY HALL                        | \$3,041.02       | \$0.00           | \$0.00           | \$                  | \$ -                         | N/A                 |
| 546002 - 92576 - R & M BUILDING & GROUNDS - ANIMAL SHELTER                   | \$18,386.40      | \$0.00           | \$0.00           | \$                  | \$ -                         | N/A                 |
| 546009 - R & M INFRASTRUCTURE                                                | \$5,839.80       | \$0.00           | \$0.00           | \$                  | \$ -                         | N/A                 |
| 546009 - R & M INFRASTRUCTURE - FEMA GUARDRAIL                               | \$4,200.00       | \$0.00           | \$0.00           | \$                  | \$ -                         | N/A                 |
| 550000 - EXPENDABLE EQUIPMENT                                                | \$2,466.00       | \$0.00           | \$0.00           | \$                  | \$ -                         | N/A                 |
| 562000 - 21047 - CAPITAL OUTLAY, BUILDINGS - SPORTS COMPLEX PH 1             | \$2,715,631.98   | \$118,959.12     | \$0.00           | \$                  | \$ -                         | N/A                 |
| 562000 - 21048 - CAPITAL OUTLAY, BUILDINGS - SPORTS COMPLEX PH 2B COMPLEX    | \$2,394,454.39   | \$334,802.88     | \$0.00           | \$                  | \$ -                         | N/A                 |
| 562000 - 21049 - CAPITAL OUTLAY, BUILDINGS - FAC MAINT BLDG                  | \$706,727.53     | \$231,273.64     | \$49,348.01      | \$54,576.00         | \$ 5,227.99                  | 90%                 |
| 562000 - 21050 - CAPITAL OUTLAY, BUILDINGS - CITY HALL                       | \$6,722,944.67   | \$1,112,852.06   | \$672,234.13     | \$1,219,218.69      | \$ 546,984.56                | 55%                 |
| 562000 - 21051 - CAPITAL OUTLAY, BUILDINGS - SPORTS COMPLEX PH 2A CIVIL      | \$271,385.22     | \$103,082.07     | \$0.00           | \$                  | \$ -                         | N/A                 |
| 562000 - 22018 - CAPITAL OUTLAY, BUILDINGS - SPORTS COMPLEX PH 5 CONCESSION  | \$398,837.32     | \$2,759.08       | \$0.00           | \$                  | \$ -                         | N/A                 |
| 562000 - 92522 - CAPITAL OUTLAY, BUILDINGS - FIRE STATION #1                 | \$131,411.56     | \$18,230.21      | \$0.00           | \$                  | \$ -                         | N/A                 |
| 562000 - 92541 - CAPITAL OUTLAY, BUILDINGS - PUBLIC WORKS FACILITY REBUILD   | \$749,391.29     | \$0.00           | \$0.00           | \$                  | \$ -                         | N/A                 |
| 562000 - 92571 - CAPITAL OUTLAY, BUILDINGS - LIBRARY BUILDING                | \$38,526.30      | \$0.00           | \$0.00           | \$                  | \$ -                         | N/A                 |
| 563000 - 21047 - CAPITAL OUTLAY, IMPROVEMENTS - SPORTS COMPLEX PH 1          | \$397,477.70     | \$0.00           | \$0.00           | \$                  | \$ -                         | N/A                 |
| 563000 - 22022 - CAPITAL OUTLAY, IMPROVEMENTS - MONUMENT ENTRANCE            | \$239,641.24     | \$65,933.00      | \$0.00           | \$                  | \$ -                         | N/A                 |
| 563000 - 92560 - CAPITAL OUTLAY, IMPROVEMENTS - JAMES ROGERS PARK            | \$53,550.00      | \$43,400.00      | \$0.00           | \$810,477.00        | \$ 810,477.00                | 0%                  |
| 564000 - 21047 CAPITAL OUTLAY, EQUIPMENT - SPORTS COMPLEX PH 1               | \$197,979.00     | \$0.00           | \$0.00           | \$                  | \$ -                         | N/A                 |
| 564000 - 21048 CAPITAL OUTLAY, EQUIPMENT - SPORTS COMPLEX PH 2B COMPLEX BLDG | \$84,661.64      | \$0.00           | \$0.00           | \$                  | \$ -                         | N/A                 |
| 564000 - 21049 CAPITAL OUTLAY, EQUIPMENT - FAC MAINT BLDG                    |                  | \$0.00           | \$0.00           | \$                  | \$ -                         | N/A                 |
| 564000 - 21050 CAPITAL OUTLAY, EQUIPMENT - CITY HALL                         | \$723,171.00     | \$9,823.06       | \$0.00           | \$                  | \$ -                         | N/A                 |
| 564000 - 22018 - CAPITAL OUTLAY, EQUIPMENT - SPORTS COMPLEX PH 5 CONCESSION  | \$10,915.95      | \$0.00           | \$0.00           | \$                  | \$ -                         | N/A                 |
| 571025 - PRINCIPAL - TAXABLE BONDS                                           | \$2,040,000.00   | \$2,085,000.00   | \$2,125,000.00   | \$2,125,000.00      | \$ -                         | 100%                |
| 572025 - INTEREST - TAXABLE BONDS                                            | \$714,833.76     | \$674,033.76     | \$632,333.76     | \$632,333.76        | \$ -                         | 100%                |
| 573019 - BOND ISSUANCE COST                                                  | \$750.00         | \$750.00         | \$750.00         | \$750.00            | \$ -                         | 100%                |
| 573028 - INSURANCE EXP DISASTER BOND                                         | \$0.00           | \$13,520.00      | \$13,520.00      | \$13,520.00         | \$ -                         | 100%                |
| Net Income:                                                                  | (\$8,994,059.52) | (\$4,350,878.68) | (\$2,013,965.78) | (\$0.00)            | (\$2,013,965.78)             |                     |

# Income Statement - 401 Water FY 2025 as of September 2025



Period: 1 to 13

|                                                                     | 2023           | 2024           | 2025           | 2025 Current Budget | \$ Uncollected Revenue       | % Collected-to-Date |
|---------------------------------------------------------------------|----------------|----------------|----------------|---------------------|------------------------------|---------------------|
| Revenue                                                             | \$5,082,555.34 | \$6,193,394.20 | \$6,241,053.80 | \$5,965,441.50      | (\$275,612.30)               | 105%                |
| 401340 - CHARGES FOR SERVICES                                       | \$4,750,521.45 | \$5,747,456.56 | \$5,849,146.00 | \$ 5,663,482.00     | \$ (185,664.00)              | 103%                |
| 434025 - UTILITY CAPACITY ANALYSIS REV                              | \$3,725.00     | \$9,660.00     | \$2,500.00     | \$ 6,000.00         | \$ 3,500.00                  | 42%                 |
| 434193 - COUNTY IMPACT COLLECTION FEE                               | \$9,950.52     | \$664.19       | \$0.00         | \$0.00              | \$ -                         | N/A                 |
| 434330 - WATER REVENUE                                              | \$4,074,147.49 | \$5,294,688.02 | \$5,368,294.43 | \$ 5,153,564.00     | \$ (214,730.43)              | 104%                |
| 434331 - CONSTRUCTION WATER                                         | \$38,124.34    | \$4,037.13     | \$14,368.07    | \$ 16,359.00        | \$ 1,990.93                  | 88%                 |
| 434332 - WATER TAP FEES                                             | \$96,085.50    | \$42,299.25    | \$22,244.50    | \$ 25,124.00        | \$ 2,879.50                  | 89%                 |
| 434333 - WATER CONNECT FEES                                         | \$94,310.50    | \$96,045.00    | \$100,312.50   | \$ 89,820.00        | \$ (10,492.50)               | 112%                |
| 434334 - IRRIGATION TAP FEES                                        | \$24,011.75    | \$13,674.50    | \$18,619.00    | \$ 25,886.00        | \$ 7,267.00                  | 72%                 |
| 434335 - IRRIGATION CONNECTION FEES                                 | \$9,069.94     | \$8,925.00     | \$10,637.50    | \$ 9,900.00         | \$ (737.50)                  | 107%                |
| 434336 - RECONNECT REREAD & TESTING FEE                             | \$59,309.78    | \$71,711.56    | \$73,313.98    | \$ 75,106.00        | \$ 1,792.02                  | 98%                 |
| 434337 - PENALTY INCOME                                             | \$178,735.78   | \$205,751.91   | \$238,856.02   | \$ 261,723.00       | \$ 22,866.98                 | 91%                 |
| 434490 - D.O.T. MAINTENANCE CONTRACT                                | \$163,050.85   | \$0.00         | \$0.00         | \$ -                | \$ -                         | N/A                 |
| 401360 - MISCELLANEOUS REVENUES                                     | \$328,583.39   | \$442,487.14   | \$388,457.30   | \$301,959.50        | (\$86,497.80)                | 129%                |
| 436100 - INTEREST INCOME                                            | \$236,335.71   | \$342,903.17   | \$318,092.80   | \$ 239,624.00       | \$ (78,468.80)               | 133%                |
| 436313 - CREDIT CARD ADMINISTRATION FEE                             | \$52,646.77    | \$42,688.33    | \$37,232.13    | \$ 37,935.00        | \$ 702.87                    | 98%                 |
| 436400 - SALE OF FIXED ASSETS                                       | \$0.00         | \$20,300.63    | \$9,517.50     | \$ -                | \$ (9,517.50)                | N/A                 |
| 436500 - SALE OF SURPLUS PROPERTY                                   | \$7,209.74     | \$0.00         | \$0.00         | \$ -                | \$ -                         | N/A                 |
| 436900 - MISCELLANEOUS REVENUE                                      | \$1,932.27     | \$243.98       | \$0.00         | \$ -                | \$ -                         | N/A                 |
| 436901 - DISHONORED CHECK CHARGES                                   | \$750.00       | \$480.00       | \$750.02       | \$ 1,007.50         | \$ 257.48                    | 74%                 |
| 436902 - BAD DEBT COLLECTIONS                                       | \$6,928.52     | \$5,343.65     | \$6,528.63     | \$ 5,722.00         | \$ (806.63)                  | 114%                |
| 436903 - INSURANCE PROCEEDS                                         | \$1,480.94     | \$3,312.00     | \$0.00         | \$ -                | \$ -                         | N/A                 |
| 438910 - INTEREST INCOME BOND SINKING                               | \$21,299.44    | \$27,215.38    | \$16,336.22    | \$ 17,671.00        | \$ 1,334.78                  | 92%                 |
| 401380 - OTHER SOURCES                                              | \$3,450.50     | \$3,450.50     | \$3,450.50     | \$0.00              | (\$3,450.50)                 | N/A                 |
| 438946 - DISCOUNT 15 CAP IMP BOND                                   | \$3,450.50     | \$3,450.50     | \$3,450.50     | \$0.00              | (\$3,450.50)                 | N/A                 |
|                                                                     | 2023           | 2024           | 2025           | 2025 Current Budget | \$ Variance Budget Available | % Budget Available  |
| Expense                                                             | \$3,616,436.87 | \$661,128.71   | \$5,662,798.56 | \$5,965,441.50      | \$302,642.94                 | 95%                 |
| 401533 - WATER                                                      | \$3,616,436.87 | \$661,128.71   | \$4,695,279.69 | \$5,965,441.50      | \$302,642.94                 | 79%                 |
| 512000 - SALARIES-GENERAL EMPLOYEES                                 | \$708,101.45   | \$631,445.81   | \$723,278.50   | \$ 769,349.97       | \$ 46,071.47                 | 94%                 |
| 514000 - OVERTIME, GENERAL EMPLOYEES                                | \$30,117.17    | \$50,854.46    | \$64,966.62    | \$ 64,966.62        | \$ -                         | 100%                |
| 514500 - ON CALL / OT                                               | \$2,222.70     | \$0.00         | \$0.00         | \$ -                | \$ -                         | N/A                 |
| 521000 - FICA & MEDICARE BENEFIT                                    | \$51,361.38    | \$50,795.24    | \$56,158.57    | \$ 59,073.00        | \$ 2,914.43                  | 95%                 |
| 522000 - PENSION BENEFIT GENERAL EMP                                | \$90,279.06    | \$97,953.51    | \$123,292.20   | \$ 127,792.20       | \$ 4,500.00                  | 96%                 |
| 523000 - LIFE & HEALTH INSURANCE                                    | \$110,088.86   | \$108,274.10   | \$93,097.35    | \$ 128,524.00       | \$ 35,426.65                 | 72%                 |
| 523002 - HEALTH DEDUCTIBLE                                          | \$1,732.70     | \$3,496.89     | \$0.00         | \$ 2,500.00         | \$ 2,500.00                  | 0%                  |
| 523003 - HEALTH OUT OF POCKET                                       | \$0.00         | \$1,350.00     | \$0.00         | \$ 1,350.00         | \$ 1,350.00                  | 0%                  |
| 524000 - WORKERS COMPENSATION INSURANCE                             | \$5,337.52     | \$7,103.80     | \$8,509.10     | \$ 9,834.00         | \$ 1,324.90                  | 87%                 |
| 524001 - LTD                                                        | \$4,277.18     | \$3,887.57     | \$4,426.28     | \$ 4,426.28         | \$ -                         | 100%                |
| 525000 - UNEMPLOYMENT COMPENSATION                                  | \$733.60       | \$0.00         | \$0.00         | \$ 1,062.00         | \$ 1,062.00                  | 0%                  |
| 528000 - PTO BUY BACK & PAYOUT                                      | \$23,913.59    | \$33,516.53    | \$16,448.70    | \$ 16,448.70        | \$ -                         | 100%                |
| 531022 - ENGINEERING-WORK PRODUCT                                   | \$6,320.60     | \$31,099.40    | \$20,000.00    | \$ 29,534.79        | \$ 9,534.79                  | 68%                 |
| 531022 - 22039 - ENGINEERING-WORK PRODUCT - AC LINE REPLACEMENT     | \$0.00         | \$25,386.62    | \$18,250.00    | \$ 18,250.00        | \$ -                         | 100%                |
| 531022 - 23012 - ENGINEERING-WORK PRODUCT - 389 WIDENING            | \$4,855.00     | \$247.50       | \$0.00         | \$ -                | \$ -                         | N/A                 |
| 531022 - 25011 - ENGINEERING-WORK PRODUCT - GIS UPDATES             | \$0.00         | \$0.00         | \$16,007.50    | \$ 26,035.00        | \$ 10,027.50                 | 61%                 |
| 531022 - 25012 - ENGINEERING-WORK PRODUCT - HWY 390 - HWY 77 TO 231 | \$0.00         | \$0.00         | \$11,837.50    | \$ 10,000.00        | \$ (1,837.50)                | 118%                |
| 531022 - 25016 - ENGINEERING-WORK PRODUCT - BELAIRE FIRE FLOW       | \$0.00         | \$0.00         | \$9,499.00     | \$ 18,536.00        | \$ 9,037.00                  | 51%                 |
| 531025 - UTILITY CAPACITY ANALYSIS EXP                              | \$13,010.00    | \$7,542.50     | \$5,000.00     | \$ 5,000.00         | \$ -                         | 100%                |
| 531041 - COMPUTER SOFTWARE SUPPORT                                  | \$2,699.25     | \$2,058.00     | \$500.00       | \$ 500.00           | \$ -                         | 100%                |
| 531081 - PROF SERVICES-OTHER                                        | \$5,998.16     | \$3,987.20     | \$9,336.20     | \$ 9,748.50         | \$ 412.30                    | 96%                 |
| 531081 - 21035 - PROF SERVICES-OTHER - EMERGENCY REPAIRS            | \$44,210.66    | \$25,575.96    | \$0.00         | \$ -                | \$ -                         | N/A                 |
| 531081 - 25020 - PROF SERVICES-OTHER - COMPREHENSIVE PLAN           | \$0.00         | \$0.00         | \$31,300.00    | \$ 31,300.00        | \$ -                         | 100%                |
| 531082 - PROF SERV-PERMITTING                                       | \$500.00       | \$0.00         | \$0.00         | \$ -                | \$ -                         | N/A                 |
| 534000 - CONTRACTUAL SERVICES                                       | \$4,380.06     | \$4,050.57     | \$3,430.22     | \$ 11,700.00        | \$ 8,269.78                  | 29%                 |

# Income Statement - 401 Water FY 2025 as of September 2025



|                                                                     |               |                  |              |               |                 |      |
|---------------------------------------------------------------------|---------------|------------------|--------------|---------------|-----------------|------|
| Period: 1 to 13                                                     |               |                  |              |               |                 |      |
| 534001 - TESTING & ANALYSIS                                         | \$22,870.22   | \$37,236.57      | \$19,794.00  | \$ 26,124.00  | \$ 6,330.00     | 76%  |
| 534001 - 21034 - TESTING & ANALYSIS - LEAD & COPPER                 | \$41,160.00   | \$0.00           | \$55,000.00  | \$ 55,000.00  | \$ -            | 100% |
| 534001 - 22007 - TESTING & ANALYSIS - LAB & EQUIPMENT               | \$0.00        | \$1,858.31       | \$0.00       | \$ -          | \$ -            | N/A  |
| 534001 - 22008 - TESTING & ANALYSIS - UCMR 5                        | \$0.00        | \$1,422.00       | \$1,422.00   | \$ 9,500.00   | \$ 8,078.00     | 15%  |
| 540000 - TRAVEL & PER DIEM                                          | \$2,144.48    | \$1,234.24       | \$6,636.02   | \$ 6,636.02   | \$ -            | 100% |
| 540001 - TRAINING & CERTIFICATION                                   | \$3,641.79    | \$3,079.00       | \$3,516.00   | \$ 3,516.00   | \$ -            | 100% |
| 540002 - PRIVATE VEHICLE ALLOWANCE                                  | \$0.00        | \$0.00           | \$286.86     | \$ 337.50     | \$ 50.64        | 85%  |
| 541000 - COMMUNICATIONS                                             | \$8,529.56    | \$10,423.35      | \$10,832.80  | \$ 10,444.94  | \$ (387.86)     | 104% |
| 541001 - INTERNET SERVICES                                          | \$6,530.82    | \$6,319.28       | \$5,929.54   | \$ 5,929.54   | \$ -            | 100% |
| 542000 - POSTAGE & COURIER SERVICE                                  | \$2,641.35    | \$1,760.95       | \$733.52     | \$ 733.52     | \$ -            | 100% |
| 543000 - UTILITIES                                                  | \$171,486.67  | \$161,693.23     | \$162,166.56 | \$ 170,000.00 | \$ 7,833.44     | 95%  |
| 543001 - BAY COUNTY WATER CONTRACT                                  | \$402,132.90  | \$479,929.20     | \$579,753.37 | \$ 528,224.00 | \$ (51,529.37)  | 110% |
| 544000 - RENTALS & LEASES                                           | \$4,952.26    | \$2,372.85       | \$3,757.80   | \$ 3,757.80   | \$ -            | 100% |
| 546001 - R & M VEHICLES                                             | \$7,832.08    | \$10,009.65      | \$16,673.38  | \$ 16,551.89  | \$ (121.49)     | 101% |
| 546002 - R & M BUILDING & GROUNDS                                   | \$6,761.45    | \$32,533.47      | \$7,656.40   | \$ 10,000.00  | \$ 2,343.60     | 77%  |
| 546003 - R & M MACHINERY & EQUIPMENT                                | \$14,018.66   | \$53,460.08      | \$57,875.29  | \$ 72,618.20  | \$ 14,742.91    | 80%  |
| 546003 - 09002 -R & M MACHINERY & EQUIPMENT - AMI                   | \$0.00        | \$0.00           | \$0.00       | \$ -          | \$ -            | N/A  |
| 546004 - R & M MECHANICAL                                           | \$1,081.73    | \$2,300.04       | \$3,361.21   | \$ 3,361.21   | \$ -            | 100% |
| 546009 - R & M INFRASTRUTURE                                        | \$100.00      | \$69,646.88      | \$27,092.09  | \$ 34,134.00  | \$ 7,041.91     | 79%  |
| 546009 - 21035 - R & M INFRASTRUTURE - EMERGENCY REPAIRS            | \$0.00        | \$0.00           | \$59,345.38  | \$ 70,000.00  | \$ 10,654.62    | 85%  |
| 546009 - 22038 - R & M INFRASTRUTURE - SERVICE LINE REPLACEMENT     | \$0.00        | \$0.00           | \$0.00       | \$ 42,933.00  | \$ 42,933.00    | 0%   |
| 546009 - 25008 - R & M INFRASTRUTURE - MINGE BRANCH                 | \$0.00        | \$0.00           | \$38,969.36  | \$ 38,969.36  | \$ -            | 100% |
| 546009 - 25013 - R & M INFRASTRUTURE - FIRE HYDRANT REPAIR          | \$0.00        | \$0.00           | \$0.00       | \$ 34,463.00  | \$ 34,463.00    | 0%   |
| 546009 - 25016 - R & M INFRASTRUTURE - BELAIRE FIRE FLOW PROJECT    | \$0.00        | \$0.00           | \$0.00       | \$ 60,000.00  | \$ 60,000.00    | 0%   |
| 546010 - R & M PRIVATE PROPERTY                                     | \$265.00      | \$559.02         | \$1,277.53   | \$ 9,315.00   | \$ 8,037.47     | 14%  |
| 549000 - MISCELLANEOUS EXPENSE                                      | (\$74,278.04) | \$84,626.10      | \$0.00       | \$ -          | \$ -            | N/A  |
| 549007 - FEES BAD DEBT COLLECTION                                   | \$2,036.16    | \$787.69         | \$1,334.29   | \$ 3,000.00   | \$ 1,665.71     | 44%  |
| 549010 - BANK FEES                                                  | \$27,783.54   | \$30,363.91      | \$45,327.38  | \$ 45,000.00  | \$ (327.38)     | 101% |
| 550000 - EXPENDABLE EQUIPMENT                                       | \$4,696.37    | \$17,041.03      | \$43,100.71  | \$ 43,826.02  | \$ 725.31       | 98%  |
| 550000 - 09002 - EXPENDABLE EQUIPMENT - AMI                         | (\$5,684.96)  | \$0.00           | \$2,446.78   | \$ 2,447.00   | \$ 0.22         | 100% |
| 550000 - 25014 - EXPENDABLE EQUIPMENT - WATER TANK LIGHTS           | \$0.00        | \$0.00           | \$12,090.67  | \$ 15,000.00  | \$ 2,909.33     | 81%  |
| 551000 - SUPPLIES, OFFICE                                           | \$7,843.28    | \$7,064.09       | \$5,622.55   | \$ 7,000.00   | \$ 1,377.45     | 80%  |
| 552000 - SUPPLIES, OPERATING                                        | \$301,328.05  | \$69,292.53      | \$93,082.62  | \$ 104,110.77 | \$ 11,028.15    | 89%  |
| 552000 - 21025 - SUPPLIES, OPERATING - METER INVENTORY              | \$18,199.90   | \$517,970.00     | \$614,331.10 | \$ 493,103.10 | \$ (121,228.00) | 125% |
| 552000 - 22006 - SUPPLIES, OPERATING - BRASS, FITTINGS & PIPE       | \$8,688.98    | \$23,164.99      | \$36,719.55  | \$ 36,719.55  | \$ -            | 100% |
| 552200 - FUEL                                                       | \$26,215.49   | \$31,292.84      | \$27,027.12  | \$ 27,400.00  | \$ 372.88       | 99%  |
| 552300 - UNIFORMS                                                   | \$735.35      | \$2,449.85       | \$6,653.05   | \$ 6,653.05   | \$ -            | 100% |
| 552500 - CHLORINE & CHEMICALS                                       | \$99,174.54   | \$91,184.06      | \$69,790.59  | \$ 105,000.00 | \$ 35,209.41    | 66%  |
| 554000 - DUES/PUBLICATIONS/SUBSCRIPTION                             | \$5,292.18    | \$4,110.28       | \$6,847.15   | \$ 6,847.15   | \$ -            | 100% |
| 554000 - 09002 - DUES/PUBLICATIONS/SUBSCRIPTION - AMI               | \$19,939.94   | \$24,876.00      | \$28,981.29  | \$ 28,981.29  | \$ -            | 100% |
| 559000 - DEPRECIATON EXPENSE                                        | \$483,374.56  | \$501,516.99     | \$625,751.80 | \$ 500,000.00 | \$ (125,751.80) | 125% |
| 563000 - CAPITAL OUTLAY, IMPROVEMENTS                               | \$0.00        | \$0.00           | \$0.00       | \$ -          | \$ -            | N/A  |
| 563000 - 03201 - CAPITAL OUTLAY, IMPROVEMENTS - AMI                 | \$86,629.34   | \$0.00           | \$0.00       | \$ -          | \$ -            | N/A  |
| 563000 - 09002 - CAPITAL OUTLAY, IMPROVEMENTS - AMI                 | \$3,523.24    | \$4,700.72       | \$87,335.00  | \$ 90,035.00  | \$ 2,700.00     | 97%  |
| 563000 - 21053 - CAPITAL OUTLAY, IMPROVEMENTS - SR 390 UTILITY      | \$39,201.09   | \$0.00           | \$0.00       | \$ -          | \$ -            | N/A  |
| 563000 - 22039 - CAPITAL OUTLAY, IMPROVEMENTS - AC LINE REPLACEMENT | \$0.00        | \$0.00           | \$312,763.31 | \$ 363,460.00 | \$ 50,696.69    | 86%  |
| 563000 - 22040 - CAPITAL OUTLAY, IMPROVEMENTS - WELL REHAB          | \$55,312.71   | \$76,448.18      | \$0.00       | \$ -          | \$ -            | N/A  |
| 563000 - 23012 - CAPITAL OUTLAY, IMPROVEMENTS - 389 WIDENING PH 3   | \$0.00        | \$57,500.00      | \$0.00       | \$ -          | \$ -            | N/A  |
| 563000 - 82101 - CAPITAL OUTLAY, IMPROVEMENTS - WATER STATE         | \$47,772.30   | \$0.00           | \$0.00       | \$ -          | \$ -            | N/A  |
| 563000 - 92535 - CAPITAL OUTLAY, IMPROVEMENTS - WELL HOUSE #4       | \$0.00        | \$0.00           | \$156,900.00 | \$ 164,400.00 | \$ 7,500.00     | 95%  |
| 564000 - CAPITAL OUTLAY, EQUIPMENT                                  | \$0.00        | \$0.00           | \$112,830.00 | \$ 112,830.00 | \$ -            | 100% |
| 564000 - 21030 - CAPITAL OUTLAY, EQUIPMENT - SCADA TECH             | \$984.06      | \$78,553.00      | \$0.00       | \$ -          | \$ -            | N/A  |
| 564500 - VEHICLES                                                   | \$44,494.00   | \$27,806.00      | \$84,005.68  | \$ 84,005.68  | \$ -            | 100% |
| 565000 - CAPITAL OUTLAY, CIP                                        | \$0.00        | \$981,634.95     | \$0.00       | \$ -          | \$ -            | N/A  |
| 569999 - CAPITAL OUTLAY OFFSET                                      | \$0.00        | (\$4,538,755.42) | \$0.00       | \$ -          | \$ -            | N/A  |
| 571046 - PRINCIPAL 15 CAP IMPRVMT BOND                              | \$0.00        | \$0.00           | \$52,500.00  | \$ 52,500.00  | \$ -            | 100% |

## Income Statement - 401 Water FY 2025 as of September 2025



Period: 1 to 13

|                                         |                       |                       |                     |    |                 |    |                     |      |
|-----------------------------------------|-----------------------|-----------------------|---------------------|----|-----------------|----|---------------------|------|
| 571048 - PRINCIPAL 16 SALES TAX BOND    | \$0.00                | \$0.00                | \$38,012.00         | \$ | 38,012.00       | \$ | -                   | 100% |
| 571090 - SRF LOAN PRINCIPAL             | \$0.00                | \$0.00                | \$165,450.26        | \$ | 165,450.26      | \$ | -                   | 100% |
| 572046 - INTEREST 15 CAP IMPRVMNT BOND  | \$26,287.50           | \$24,337.50           | \$22,762.50         | \$ | 22,763.00       | \$ | 0.50                | 100% |
| 572048 - INTEREST 16 SALES TAX          | \$4,041.29            | \$3,409.07            | \$2,905.41          | \$ | 2,905.41        | \$ | -                   | 100% |
| 572052 - INTEREST 17 CAP IMPRVMNT BOND  | \$46,575.00           | \$36,719.98           | \$0.00              | \$ | -               | \$ | -                   | N/A  |
| 572090 - SRF LOAN INTEREST              | \$38,071.18           | \$37,555.51           | \$35,139.18         | \$ | 35,139.18       | \$ | -                   | 100% |
| 573000 - AGENCY FEES                    | \$0.00                | \$0.00                | \$500.00            | \$ | 500.00          | \$ | -                   | 100% |
| 573019 - AGENCY FEES                    | \$0.00                | \$0.00                | \$0.00              | \$ | 500.00          | \$ | 500.00              | 0%   |
| 573046 - ISSUANCE COSTS 15 CAP IMP BOND | \$278.50              | \$278.50              | \$278.50            | \$ | 279.00          | \$ | 0.50                | 100% |
| 573047 - AGENCY FEES 15 CAP IMPRV BOND  | \$403.13              | \$428.12              | \$403.13            | \$ | 428.00          | \$ | 24.87               | 94%  |
| 573049 - AGENCY FEES 16 SALES TAX BOND  | \$375.00              | \$0.00                | \$375.00            | \$ | 375.00          | \$ | -                   | 100% |
| 573052 - ISSUANCE COSTS 17 CAP IMP BOND | \$15,910.02           | \$147,066.80          | \$0.00              |    |                 | \$ | -                   | N/A  |
| 573053 - AGENCY FEES 17 CAP IMPRV BOND  | \$375.00              | \$750.00              | \$0.00              | \$ | -               | \$ | -                   | N/A  |
| 591000 - INDIRECT ALLOCATION            | \$425,018.04          | \$393,262.00          | \$667,513.20        | \$ | 667,513.00      | \$ | (0.20)              | 100% |
| 599000 - BAD DEBT                       | \$12,574.22           | \$16,730.53           | \$26,601.89         | \$ | 40,000.00       | \$ | 13,398.11           | 67%  |
| 599099 - RESERVE                        | \$0.00                | \$0.00                | \$0.00              | \$ | 140,778.00      | \$ | 140,778.00          | 0%   |
| <b>Net Income:</b>                      | <b>\$1,466,118.47</b> | <b>\$5,532,265.49</b> | <b>\$578,255.24</b> |    | <b>(\$0.00)</b> |    | <b>\$578,255.24</b> |      |

# Income Statement - 402 Sewer Fund FY 2025 as of September 2025



Period: 1 to 13

|                                                                   | 2023           | 2024             | 2025           | 2025 Current Budget | \$ Uncollected Revenue       | % Collected-to-Date |
|-------------------------------------------------------------------|----------------|------------------|----------------|---------------------|------------------------------|---------------------|
| Revenue                                                           | \$7,642,542.25 | \$7,404,459.20   | \$6,860,605.85 | \$7,889,526.94      | \$1,028,921.09               | 87%                 |
| 402320 - PERMITS & FEES                                           | \$149,298.51   | \$157,438.29     | \$158,516.00   | \$159,569.00        | \$1,053.00                   | 99%                 |
| 432420 - IMPACT FEES                                              | \$961.32       | \$0.00           | \$0.00         | \$0.00              | \$0.00                       | N/A                 |
| 432942 - REUSE FEES                                               | \$148,337.19   | \$157,438.29     | \$158,516.00   | \$159,569.00        | \$1,053.00                   | 99%                 |
| 402330 - INTERGOVERNMENTAL REVENUE                                | \$0.00         | \$0.00           | \$321,863.00   | \$333,237.00        | \$11,374.00                  | 97%                 |
| 433135 - HAZARD MITIGATION GRANT PROGRA                           | \$0.00         | \$0.00           | \$321,863.00   | \$333,237.00        | \$11,374.00                  | 97%                 |
| 402340 - CHARGES FOR SERVICES                                     | \$3,827,571.13 | \$5,314,994.60   | \$6,157,214.03 | \$5,995,550.00      | (\$161,664.03)               | 103%                |
| 434350 - SEWER REVENUE                                            | \$3,811,615.52 | \$5,309,775.85   | \$6,155,451.53 | \$5,992,760.00      | (\$162,691.53)               | 103%                |
| 434351 - SEWER TAP FEES                                           | \$15,955.61    | \$5,218.75       | \$1,762.50     | \$2,790.00          | \$1,027.50                   | 63%                 |
| 402360 - MISCELLANEOUS REVENUES                                   | \$245,820.41   | \$125,136.68     | \$60,637.50    | \$66,945.94         | \$6,308.44                   | 91%                 |
| 436100 - INTEREST INCOME                                          | \$1,945.21     | \$8,498.06       | \$26,751.87    | \$5,040.94          | (\$21,710.93)                | 531%                |
| 436111 - INTEREST - MEADOWS HOA                                   | \$2,068.74     | \$1,807.59       | \$1,477.75     | \$1,593.00          | \$115.25                     | 93%                 |
| 436400 - SALE OF FIXED ASSETS                                     | \$5,329.00     | \$9,792.91       | \$6,404.07     | \$0.00              | (\$6,404.07)                 | N/A                 |
| 436500 - SALE OF SURPLUS PROPERTY                                 | \$0.00         | \$506.25         | \$0.00         | \$0.00              | \$0.00                       | N/A                 |
| 436900 - MISCELLANEOUS REVENUE                                    | \$137,647.36   | \$101,606.87     | \$32.32        | \$0.00              | (\$32.32)                    | N/A                 |
| 436903 - INSURANCE PROCEEDS                                       | \$98,830.10    | \$2,925.00       | \$25,971.49    | \$60,312.00         | \$34,340.51                  | 43%                 |
| 402380 - OTHER SOURCES                                            | \$3,419,852.20 | \$1,806,889.63   | \$162,375.32   | \$1,334,225.00      | \$1,171,849.68               | 12%                 |
| 438014 - TRANSFER FROM ARPA                                       | \$2,294,209.92 | \$1,739,907.82   | \$53,564.00    | \$0.00              | -\$53,564.00                 | N/A                 |
| 438100 - TRANSFER FROM GENERAL FUND                               | \$0.00         | \$0.00           | \$69,988.15    | \$0.00              | -\$69,988.15                 | N/A                 |
| 438105 - TRANSFER FROM SANITATION FUND                            | \$1,000,000.00 | \$0.00           | \$0.00         | \$0.00              | \$0.00                       | N/A                 |
| 438052 - TRANSFER FROM SE IMPACT                                  | \$0.00         | \$0.00           | \$0.00         | \$1,300,000.00      | \$1,300,000.00               | 0%                  |
| 438910 - INTEREST INCOME BOND SINKING                             | \$47,694.01    | \$62,095.04      | \$33,936.40    | \$34,225.00         | \$288.60                     | 99%                 |
| 438946 - DISCOUNT 15 CAP IMP BOND                                 | \$3,450.50     | \$3,450.50       | \$3,450.50     | \$0.00              | -\$3,450.50                  | N/A                 |
| 438948 - DISCOUNT 16 SALES TAX BOND                               | \$1,436.27     | \$1,436.27       | \$1,436.27     | \$0.00              | -\$1,436.27                  | N/A                 |
| 438961 - DISCOUNT 14 CAP IMP BOND                                 | \$73,061.50    | \$0.00           | \$0.00         | \$0.00              | \$0.00                       | N/A                 |
|                                                                   | 2023           | 2024             | 2025           | 2025 Current Budget | \$ Variance Budget Available | % Budget Available  |
| Expense                                                           | \$4,941,196.01 | (\$1,264,242.99) | \$6,576,506.17 | \$7,889,526.94      | \$1,313,020.77               | 83%                 |
| 402535 - SEWER                                                    | \$4,941,196.01 | (\$1,264,242.99) | \$6,576,506.17 | \$7,889,526.94      | \$1,313,020.77               | 83%                 |
| 512000 - SALARIES-GENERAL EMPLOYEES                               | \$361,254.30   | \$394,345.51     | \$354,644.15   | \$503,307.00        | \$148,662.85                 | 70%                 |
| 514000 - OVERTIME - GENERAL EMPLOYEES                             | \$32,368.98    | \$58,340.66      | \$41,503.70    | \$45,015.00         | \$3,511.30                   | 92%                 |
| 514500 - ON CALL / OT                                             | \$869.94       | \$0.00           | \$0.00         | \$0.00              | \$0.00                       | N/A                 |
| 521000 - FICA & MEDICARE BENEFIT                                  | \$28,081.62    | \$33,420.00      | \$28,467.97    | \$40,315.00         | \$11,847.03                  | 71%                 |
| 522000 - PENSION BENEFIT GENERAL EMP                              | \$37,136.06    | \$61,556.51      | \$56,553.79    | \$78,269.00         | \$21,715.21                  | 72%                 |
| 523000 - LIFE & HEALTH INSURANCE                                  | \$70,139.23    | \$74,444.25      | \$60,308.99    | \$98,161.00         | \$37,852.01                  | 61%                 |
| 523002 - HEALTH DEDUCTIBLE                                        | \$0.00         | \$0.00           | \$2,500.00     | \$2,500.00          | \$0.00                       | 100%                |
| 523003 - HEALTH OUT OF POCKET                                     | \$0.00         | \$0.00           | \$1,350.00     | \$2,000.00          | \$650.00                     | 68%                 |
| 524000 - WORKERS COMPENSATION INSURANCE                           | \$3,583.72     | \$3,337.88       | \$5,488.00     | \$6,711.00          | \$1,223.00                   | 82%                 |
| 524001 - LTD                                                      | \$2,133.02     | \$2,357.55       | \$1,920.26     | \$2,477.00          | \$556.74                     | 78%                 |
| 525000 - UNEMPLOYMENT COMPENSATION                                | \$3,025.00     | \$0.00           | \$0.00         | \$7,179.00          | \$7,179.00                   | 0%                  |
| 528000 - PTO BUY BACK & PAYOUT                                    | \$13,083.44    | \$19,564.75      | \$7,350.41     | \$10,350.00         | \$2,999.59                   | 71%                 |
| 531022 - ENGINEERING-WORK PRODUCT                                 | \$14,225.00    | \$0.00           | \$25,873.50    | \$26,910.00         | \$1,036.50                   | 96%                 |
| 531022 - 23013 - ENGINEERING-WORK PRODUCT - MILL BAYOU 390 BRIDGE | \$87,682.50    | \$18,939.88      | \$8,717.50     | \$16,326.00         | \$7,608.50                   | 53%                 |
| 531022 - 23015 - ENGINEERING-WORK PRODUCT - AWT EXPANSION         | \$0.00         | \$24,750.00      | \$75,793.15    | \$250,000.00        | \$174,206.85                 | 30%                 |
| 531022 - 25010 - ENGINEERING-WORK PRODUCT - CONSENT ORDER         | \$0.00         | \$0.00           | \$0.00         | \$0.00              | \$0.00                       | N/A                 |
| 531081 - PROF SERVICES-OTHER                                      | \$17,604.02    | \$15,060.07      | \$64,443.70    | \$75,404.00         | \$10,960.30                  | 85%                 |
| 531081 - 21035 - PROF SERVICES-OTHER - EMERGENCY REPAIRS          | \$105,178.81   | \$63,431.25      | \$19,663.26    | \$28,028.00         | \$8,364.74                   | 70%                 |
| 534000 - CONTRACTUAL SERVICES                                     | \$385.00       | \$210.00         | \$423.42       | \$493.00            | \$69.58                      | 86%                 |
| 534001 - TESTING & ANALYSIS                                       | \$72,572.00    | \$57,180.24      | \$49,511.00    | \$57,000.00         | \$7,489.00                   | 87%                 |
| 534001 - 22007 - TESTING & ANALYSIS - LAB & EQUIPMENT             | \$2,046.11     | \$5,004.24       | \$3,910.64     | \$5,000.00          | \$1,089.36                   | 78%                 |
| 534005 - SLUDGE REMOVAL                                           | \$598,962.79   | \$270,080.00     | \$659,832.50   | \$647,000.00        | (\$12,832.50)                | 102%                |
| 540000 - TRAVEL & PER DIEM                                        | \$86.46        | \$294.00         | \$0.00         | \$0.00              | \$0.00                       | N/A                 |
| 540001 - TRAINING & CERTIFICATION                                 | \$785.90       | \$50.00          | \$610.00       | \$610.00            | \$0.00                       | 100%                |
| 540002 - PRIVATE VEHICLE ALLOWANCE                                | \$0.00         | \$0.00           | \$286.88       | \$287.00            | \$0.12                       | 100%                |
| 541000 - COMMUNICATIONS                                           | \$3,371.01     | \$1,613.86       | \$2,763.72     | \$3,199.00          | \$435.28                     | 86%                 |
| 541001 - INTERNET SERVICES                                        | \$3,740.66     | \$3,771.03       | \$3,642.87     | \$3,990.00          | \$347.13                     | 91%                 |
| 542000 - POSTAGE & COURIER SERVICE                                | \$531.93       | \$790.61         | \$3,206.14     | \$3,206.14          | \$0.00                       | 100%                |
| 543000 - UTILITIES                                                | \$458,104.16   | \$426,691.96     | \$389,912.36   | \$396,463.00        | \$6,550.64                   | 98%                 |
| 544000 - RENTALS & LEASES                                         | \$2,508.02     | \$6,894.08       | \$4,188.95     | \$4,188.95          | \$0.00                       | 100%                |
| 545000 - INSURANCE, LIABILITY                                     | \$6,060.00     | \$6,642.00       | \$7,426.00     | \$7,426.00          | \$0.00                       | 100%                |
| 546001 - R & M VEHICLES                                           | \$3,822.13     | \$6,437.01       | \$16,849.23    | \$18,542.00         | \$1,692.77                   | 91%                 |
| 546002 - R & M MACHINERY & EQUIPMENT                              | \$10,480.99    | \$23,070.26      | \$28,518.50    | \$35,775.00         | \$7,256.50                   | 80%                 |
| 546003 - R & M MACHINERY & EQUIPMENT                              | \$79,572.43    | \$122,462.55     | \$154,944.70   | \$170,439.00        | \$15,494.30                  | 91%                 |



# Income Statement - 402 Sewer Fund FY 2025 as of September 2025



|                                                                       |                |                  |                |              |                |      |
|-----------------------------------------------------------------------|----------------|------------------|----------------|--------------|----------------|------|
| Period: 1 to 13                                                       |                |                  |                |              |                |      |
| 546003 - 23019 - R & M MACHINERY & EQUIPMENT - FILTER REHAB           | \$78,562.00    | \$0.00           | \$0.00         | \$0.00       | \$0.00         | N/A  |
| 546003 - 25003 - R & M MACHINERY & EQUIPMENT - SODIUM HYPOCHLORITE    | \$0.00         | \$0.00           | \$33,500.00    | \$34,500.00  | \$1,000.00     | 97%  |
| 546004 - R & M MECHANICAL                                             | \$26,518.34    | \$31,047.25      | \$96,706.03    | \$110,000.00 | \$13,293.97    | 88%  |
| 546009 - R & M INFRASTRCTURE                                          | \$0.00         | \$38,273.90      | \$47,755.25    | \$47,755.81  | \$0.56         | 100% |
| 546009 - 21017 - R & M INFRASTRUCTURE - GRAVITY SEWER MAINS           | \$1,000.00     | \$0.00           | \$0.00         | \$0.00       | \$0.00         | N/A  |
| 546009 - 21019 - R & M INFRASTRUCTURE - LIFT STATIONS                 | \$1,470.50     | \$0.00           | \$0.00         | \$0.00       | \$0.00         | N/A  |
| 546009 - 21020 - R & M INFRASTRUCTURE - SEWER FORCE MAINS             | \$18,980.00    | \$0.00           | \$0.00         | \$0.00       | \$0.00         | N/A  |
| 546009 - 22025 - R & M INFRASTRUCTURE - SMOKE TESTING                 | \$44,588.00    | \$0.00           | \$0.00         | \$0.00       | \$0.00         | N/A  |
| 546009 - 24009 - R & M INFRASTRUCTURE - POND LINER REPAIR             | \$0.00         | \$632,699.00     | \$0.00         | \$0.00       | \$0.00         | N/A  |
| 546009 - 24011 - R & M INFRASTRUCTURE - CHECK VALVE REMOVAL           | \$0.00         | \$108,479.67     | \$0.00         | \$0.00       | \$0.00         | N/A  |
| 546009 - 25002 - R & M INFRASTRUCTURE - LS REHAB                      | \$0.00         | \$0.00           | \$200,056.69   | \$200,056.69 | \$0.00         | 100% |
| 546009 - 25008 - R & M INFRASTRUCTURE - MINGE BRANCH                  | \$0.00         | \$0.00           | \$27,022.96    | \$27,022.96  | \$0.00         | 100% |
| 546010 - R & M PRIVATE PROPERTY                                       | \$2,800.00     | \$314.65         | \$6,963.25     | \$6,963.25   | \$0.00         | 100% |
| 549000 - MISCELLANEOUS EXPENSE                                        | \$0.00         | \$35,198.68      | \$18,289.98    | \$20,000.00  | \$1,710.02     | 91%  |
| 549010 - BANK FEES                                                    | \$43,017.32    | \$60,427.86      | \$55,363.78    | \$54,000.00  | (\$1,363.78)   | 103% |
| 550000 - EXPENDABLE EQUIPMENT                                         | \$32,190.82    | \$6,666.99       | \$39,238.32    | \$44,380.00  | \$5,141.68     | 88%  |
| 551000 - SUPPLIES, OFFICE                                             | \$872.98       | \$2,597.06       | \$4,059.31     | \$4,059.00   | (\$0.31)       | 100% |
| 552000 - SUPPLIES, OPERATING                                          | \$0.00         | \$34,396.63      | \$36,822.51    | \$29,000.00  | (\$7,822.51)   | 127% |
| 552200 - FUEL                                                         | \$19,401.16    | \$17,349.24      | \$21,245.38    | \$20,500.00  | (\$745.38)     | 104% |
| 552300 - UNIFORMS                                                     | \$2,371.89     | \$2,464.46       | \$4,050.69     | \$4,700.00   | \$649.31       | 86%  |
| 552500 - CHLORINE & CHEMICALS                                         | \$160,771.91   | \$166,666.92     | \$192,622.15   | \$195,138.00 | \$2,515.85     | 99%  |
| 554000 - DUES/PUBLICATIONS/SUBSCRIPTION                               | \$102.51       | \$0.00           | \$136.30       | \$336.30     | \$200.00       | 41%  |
| 559000 - DEPRECIATION EXPENSE                                         | \$966,000.82   | \$983,018.47     | \$1,090,520.84 | \$975,000.00 | (\$115,520.84) | 112% |
| 563000 - CAPITAL OUTLAY, IMPROVEMENTS                                 | \$411,525.32   | \$1,040,369.82   | \$5,799.00     | \$5,799.00   | \$0.00         | 100% |
| 563000 - 09003 - CAPITAL OUTLAY, IMPROVEMENTS - L/S & AWT HEADWORKS   | \$154,427.50   | \$0.00           | \$0.00         | \$0.00       | \$0.00         | N/A  |
| 563000 - 21021 - CAPITAL OUTLAY, IMPROVEMENTS - LIFT STATION IMPR     | \$24,470.25    | \$0.00           | \$0.00         | \$0.00       | \$0.00         | N/A  |
| 563000 - 22017 - CAPITAL OUTLAY, IMPROVEMENTS - 4 LIFT STATION        | \$16,000.00    | \$70,020.00      | \$308,237.00   | \$333,237.00 | \$25,000.00    | 92%  |
| 563000 - 22024 - CAPITAL OUTLAY, IMPROVEMENTS - MILL BAYOU REUSE PUMP | \$113,455.00   | \$26,038.79      | \$53,564.00    | \$53,564.00  | \$0.00         | 100% |
| 563000 - 23013 - CAPITAL OUTLAY, IMPROVEMENTS - MILL BAYOU 390 BRIDGE | \$0.00         | \$944,311.03     | \$2,976.31     | \$23,330.95  | \$20,354.64    | 13%  |
| 563000 - 24009 - CAPITAL OUTLAY, IMPROVEMENTS - POND LINER REPAIR     | \$0.00         | \$0.00           | \$189,000.00   | \$189,000.00 | \$0.00         | 100% |
| 563000 - 25001 - CAPITAL OUTLAY, IMPROVEMENTS - SCADA                 | \$0.00         | \$0.00           | 0              | \$687,455.00 | \$687,455.00   | 0%   |
| 563000 - 82102 - CAPITAL OUTLAY, IMPROVEMENTS - SEWER STATE           | \$103,172.57   | \$0.00           | \$0.00         | \$0.00       | \$0.00         | N/A  |
| 564000 - CAPITAL OUTLAY, EQUIPMENT                                    | \$0.00         | \$101,803.03     | \$545,439.65   | \$681,697.00 | \$136,257.35   | 80%  |
| 564000 - 23011 - CAPITAL OUTLAY, EQUIPMENT - AWTf                     | \$0.00         | \$16,637.44      | \$0.00         | \$0.00       | \$0.00         | N/A  |
| 564500 - VEHICLES                                                     | \$0.00         | \$0.00           | \$48,386.60    | \$48,387.00  | \$0.40         | 100% |
| 565000 - CAPITAL OUTLAY, CIP                                          | \$0.00         | \$293,259.00     | \$0.00         |              | \$0.00         | N/A  |
| 565091 - RAILS TO TRAILS MATCHING                                     | \$44,850.00    | \$0.00           | \$0.00         | \$0.00       | \$0.00         | N/A  |
| 569999 - CAPITAL OUTLAY OFFSET                                        | \$0.00         | (\$7,803,558.49) | \$0.00         |              | \$0.00         | N/A  |
| 571046 - PRINCIPAL 15 CAP IMPRVMT BOND                                | \$0.00         | \$0.00           | \$52,500.00    | \$52,500.00  | \$0.00         | 100% |
| 571048 - PRINCIPAL 16 SALES TAX BOND                                  | \$0.00         | \$0.00           | \$157,148.00   | \$157,148.00 | \$0.00         | 100% |
| 571090 - SRF LOAN PRINCIPAL                                           | \$0.00         | \$0.00           | \$320,697.02   | \$320,697.00 | (\$0.02)       | 100% |
| 572044 - INTEREST 14 CAP IMPRVMT BOND                                 | \$76,693.05    | \$0.00           | \$0.00         |              | \$0.00         | N/A  |
| 572046 - INTEREST 15 CAP IMPRVMT BOND                                 | \$26,287.50    | \$24,337.50      | \$22,237.50    | \$22,763.00  | \$525.50       | 98%  |
| 572048 - INTEREST 16 SALES TAX                                        | \$16,707.39    | \$14,093.62      | \$11,304.24    | \$12,011.41  | \$707.17       | 94%  |
| 572052 - INTEREST 17 CAP IMPRVMT BOND                                 | \$46,575.00    | \$36,719.98      | \$0.00         |              | \$0.00         | N/A  |
| 572090 - SRF LOAN INTEREST                                            | \$56,357.90    | \$53,423.46      | \$50,461.64    | \$50,462.00  | \$0.36         | 100% |
| 573000 - AGENCY FEES                                                  | \$0.00         | \$0.00           | \$500.00       | \$500.00     | \$0.00         | 100% |
| 573019 - AGENCY FEES                                                  | \$0.00         | \$0.00           | \$0.00         | \$500.00     | \$500.00       | 0%   |
| 573036 - ISSUANCE COSTS 14 CAP IMP BOND                               | \$4,645.00     | \$0.00           | \$0.00         |              | \$0.00         | N/A  |
| 573046 - ISSUANCE COSTS 15 CAP IMP BOND                               | \$278.50       | \$278.50         | \$278.50       |              | (\$278.50)     | N/A  |
| 573047 - AGENCY FEES 15 CAP IMPRV BOND                                | \$403.12       | \$428.13         | \$403.12       | \$403.12     | \$0.00         | 100% |
| 573048 - ISSUANCE COST 16 SALES TAX                                   | \$4,830.29     | \$4,830.29       | \$4,830.29     |              | (\$4,830.29)   | N/A  |
| 573049 - AGENCY FEES 16 SALES TAX BOND                                | \$375.00       | \$0.00           | \$375.00       | \$375.00     | \$0.00         | 100% |
| 573052 - ISSUANCE COSTS 17 CAP IMP BOND                               | \$15,910.02    | \$147,066.79     | \$0.00         |              | \$0.00         | N/A  |
| 573053 - AGENCY FEES 17 CAP IMPRV BOND                                | \$375.00       | \$750.00         | \$0.00         | \$375.00     | \$375.00       | 0%   |
| 591000 - INDIRECT ALLOCATION                                          | \$790,026.00   | \$947,954.00     | \$822,264.00   | \$822,264.36 | \$0.36         | 100% |
| 599000 - BAD DEBT                                                     | \$12,631.96    | \$18,084.51      | \$25,145.57    | \$20,000.00  | (\$5,145.57)   | 126% |
| 599099 - RESERVE                                                      | \$0.00         | \$0.00           | \$0.00         | \$87,075.00  | \$87,075.00    | 0%   |
| Net Income:                                                           | \$2,701,346.24 | \$8,668,702.19   | \$284,099.68   | \$0.00       | \$284,099.68   |      |

# Income Statement - 404 Stormwater as of September 30, 2025



Period: 1 to 13

|                                                                   | 2023           | 2024           | 2025           | 2025 Current Budget | \$ Uncollected Revenue       | % Collected-to-Date |
|-------------------------------------------------------------------|----------------|----------------|----------------|---------------------|------------------------------|---------------------|
| Revenue                                                           | \$3,352,560.79 | \$2,817,937.19 | \$8,369,606.29 | \$12,526,536.82     | \$4,156,930.53               | 67%                 |
| 404310 - TAXES                                                    | \$1,311,349.54 | \$1,490,513.85 | \$1,617,600.93 | \$1,763,024.00      | \$145,423.07                 | 92%                 |
| 431150 - NON AD VALOREM RESIDENTIAL                               | \$1,311,349.54 | \$1,490,513.85 | \$1,617,600.93 | \$1,763,024.00      | \$145,423.07                 | 92%                 |
| 404320 - PERMITS & FEES                                           | \$12,079.06    | \$8,175.00     | \$20,900.00    | \$13,200.00         | -\$7,700.00                  | 158%                |
| 432905 - PERMIT FEE PIPING/DRIVEWAY                               | \$12,100.00    | \$8,175.00     | \$20,900.00    | \$13,200.00         | -\$7,700.00                  | 158%                |
| 432944 - STORMWATER UTILITY FEE                                   | (\$20.94)      | \$0.00         | \$0.00         | \$0.00              | \$0.00                       | N/A                 |
| 404330 - INTERGOVERNMENTAL REVENUE                                | \$285,416.54   | \$866,400.50   | \$1,385,669.88 | \$5,517,752.00      | \$4,132,082.12               | 25%                 |
| 433103 - FEDERAL & STATE GRANTS                                   | \$285,416.54   | \$491,214.18   | \$66,415.43    | \$234,000.00        | \$167,584.57                 | 28%                 |
| 433124 - CDBG                                                     | \$0.00         | \$0.00         | \$1,145,883.77 | \$5,222,883.00      | \$4,076,999.23               | 22%                 |
| 433135 - HAZARD MITIGATION GRANT PROGRA                           | \$0.00         | \$375,186.32   | \$173,370.68   | \$60,869.00         | -\$112,501.68                | 285%                |
| 404360 - MISCELLANEOUS REVENUES                                   | \$20,097.03    | \$28,294.94    | \$36,342.58    | \$21,743.44         | -\$14,599.14                 | 167%                |
| 436100 - INTEREST INCOME                                          | \$19,836.63    | \$0.00         | \$8,439.14     | \$0.00              | -\$8,439.14                  | N/A                 |
| 436400 - SALE OF FIXED ASSETS                                     | \$0.00         | \$28,020.94    | \$21,743.44    | \$21,743.44         | \$0.00                       | 100%                |
| 436900 - MISCELLANEOUS REVENUE                                    | \$260.40       | \$0.00         | \$6,160.00     | \$0.00              | -\$6,160.00                  | N/A                 |
| 436903 - INSURANCE PROCEEDS                                       | \$0.00         | \$274.00       | \$0.00         | \$0.00              | \$0.00                       | N/A                 |
| 404380 - OTHER SOURCES                                            | \$1,723,618.62 | \$424,552.90   | \$5,309,092.90 | \$5,210,817.38      | -\$568,211.71                | 102%                |
| 438014 - TRANSFER FROM ARPA                                       | \$1,223,618.58 | \$0.00         | \$4,980,283.78 | \$4,327,322.19      | -\$652,961.59                | 115%                |
| 438054 - TRANSFER FROM ST IMPACT                                  | \$0.00         | \$424,552.90   | \$328,809.12   | \$413,559.00        | \$84,749.88                  | 80%                 |
| 438105 - TRANSFER FROM SANITATION FUND                            | \$500,000.04   | \$0.00         | \$0.00         | \$0.00              | \$0.00                       | N/A                 |
| 438999 - CASH CARRY FORWARD                                       |                |                | \$0.00         | \$469,936.19        | \$469,936.19                 | 0%                  |
|                                                                   | 2023           | 2024           | 2025           | 2025 Current Budget | \$ Variance Budget Available | % Budget Available  |
| Expense                                                           | \$4,588,948.53 | \$2,881,086.38 | \$7,630,286.50 | \$12,526,536.82     | \$4,896,250.32               | 61%                 |
| 404538 - STORMWATER                                               | \$4,398,552.90 | \$2,881,086.38 | \$7,088,360.28 | \$12,526,536.82     | \$4,896,250.32               | 57%                 |
| 512000 - SALARIES-GENERAL EMPLOYEES                               | \$419,315.96   | \$484,671.05   | \$568,717.01   | \$599,375.00        | \$30,657.99                  | 95%                 |
| 514000 - OVERTIME, GENERAL EMPLOYEES                              | \$6,359.88     | \$7,833.49     | \$18,140.97    | \$18,140.97         | \$0.00                       | 100%                |
| 514500 - ON CALL / OT                                             |                |                |                | \$2,000.00          | \$2,000.00                   | 0%                  |
| 521000 - FICA & MEDICARE BENEFIT                                  | \$29,360.90    | \$35,403.39    | \$42,559.55    | \$46,892.00         | \$4,332.45                   | 91%                 |
| 522000 - PENSION BENEFIT GENERAL EMP                              | \$50,491.45    | \$54,862.83    | \$64,338.06    | \$67,709.00         | \$3,370.94                   | 95%                 |
| 523000 - LIFE & HEALTH INSURANCE                                  | \$61,509.44    | \$92,660.21    | \$97,294.94    | \$112,404.00        | \$15,109.06                  | 87%                 |
| 523002 - HEALTH DEDUCTIBLE                                        | \$2,500.00     | \$2,500.00     | \$0.00         | \$2,500.00          | \$2,500.00                   | 0%                  |
| 523003 - HEALTH OUT OF POCKET                                     | \$1,350.00     | \$1,350.00     | \$0.00         | \$1,350.00          | \$1,350.00                   | 0%                  |
| 524000 - WORKERS COMPENSATION INSURANCE                           | \$3,501.00     | \$3,058.72     | \$5,685.62     | \$7,806.00          | \$2,120.38                   | 73%                 |
| 524001 - LTD                                                      | \$2,684.75     | \$3,157.77     | \$3,392.07     | \$3,562.00          | \$169.93                     | 95%                 |
| 528000 - PTO BUY BACK & PAYOUT                                    | \$2,139.29     | \$5,282.88     | \$6,428.57     | \$6,428.57          | \$0.00                       | 100%                |
| 531022 - ENGINEERING-WORK PRODUCT                                 | \$9,935.34     | \$11,020.00    | \$21,522.50    | \$33,150.00         | \$11,627.50                  | 65%                 |
| 531022 - 22010 - ENGINEERING-WORK PRODUCT -                       | \$3,750.00     | \$0.00         | \$0.00         | \$0.00              | \$0.00                       | N/A                 |
| 531022 - 22014 - ENGINEERING-WORK PRODUCT -                       | \$6,936.25     | \$0.00         | \$0.00         | \$0.00              | \$0.00                       | N/A                 |
| 531022 - 22016 - ENGINEERING-WORK PRODUCT -                       | \$20,750.00    | \$0.00         | \$0.00         | \$0.00              | \$0.00                       | N/A                 |
| 531022 - 23005 - ENGINEERING-WORK PRODUCT -                       | \$26,420.00    | \$0.00         | \$0.00         | \$0.00              | \$0.00                       | N/A                 |
| 531022 - 25004 - ENGINEERING-WORK PRODUCT -                       | \$0.00         | \$0.00         | \$92,550.00    | \$92,300.00         | -\$250.00                    | 100%                |
| 531043 - REVENUE SUFFICIENCY ANALYSIS                             | \$54,690.00    | \$23,228.84    | \$32,425.00    | \$50,415.00         | \$17,990.00                  | 64%                 |
| 531081 - PROF SERVICES-OTHER                                      | \$2,000.00     | \$7,200.00     | \$0.00         | \$5,000.00          | \$5,000.00                   | 0%                  |
| 531082 - PROF SERV-PERMITTING                                     | \$0.00         | \$950.00       | \$900.00       | \$5,000.00          | \$4,100.00                   | 18%                 |
| 534000 - CONTRACTUAL SERVICES                                     | \$1,989.00     | \$0.00         | \$78.42        | \$79.00             | \$0.58                       | 99%                 |
| 540000 - TRAVEL & PER DIEM                                        | \$1,467.12     | \$1,414.53     | \$59.96        | \$1,500.00          | \$1,440.04                   | 4%                  |
| 540001 - TRAINING & CERTIFICATION                                 | \$1,907.00     | \$0.00         | \$100.00       | \$4,500.00          | \$4,400.00                   | 2%                  |
| 540002 - PRIVATE VEHICLE ALLOWANCE                                | \$0.00         | \$0.00         | \$286.88       | \$337.50            | \$50.62                      | 85%                 |
| 541000 - COMMUNICATIONS                                           | \$1,780.36     | \$1,029.05     | \$1,673.35     | \$2,750.00          | \$1,076.65                   | 61%                 |
| 544000 - RENTALS & LEASES                                         | \$2,490.21     | \$1,941.74     | \$6,556.00     | \$7,500.00          | \$944.00                     | 87%                 |
| 546001 - R & M VEHICLES                                           | \$7,163.78     | \$21,295.84    | \$9,093.45     | \$12,000.00         | \$2,906.55                   | 76%                 |
| 546003 - R & M MACHINERY & EQUIPMENT                              | \$12,437.31    | \$13,621.71    | \$16,640.50    | \$16,999.92         | \$359.42                     | 98%                 |
| 546009 - R & M INFRASTRUCTURE                                     | \$168,078.72   | \$238,094.50   | \$198,324.81   | \$235,314.00        | \$36,989.19                  | 84%                 |
| 546009 - 25030 - R & M INFRASTRUCTURE - MILL BAYOU / MINGE BRANCH | \$0.00         | \$0.00         | \$12,300.00    | \$29,500.00         | \$17,200.00                  | 42%                 |
| 549000 - MISCELLANEOUS EXPENSE                                    | (\$4,306.31)   | \$2,372.62     | \$127.41       | \$128.00            | \$0.59                       | 100%                |

## Income Statement - 404 Stormwater as of September 30, 2025



|                                                                    |                         |                      |                     |                |                     |      |
|--------------------------------------------------------------------|-------------------------|----------------------|---------------------|----------------|---------------------|------|
| Period: 1 to 13                                                    |                         |                      |                     |                |                     |      |
| 549010 - BANK FEES                                                 | \$35,246.10             | \$34,530.22          | \$20,280.35         | \$23,000.00    | \$2,719.65          | 88%  |
| 550000 - EXPENDABLE EQUIPMENT                                      | \$8,596.31              | \$2,550.58           | \$12,227.18         | \$13,170.00    | \$942.82            | 93%  |
| 551000 - SUPPLIES, OFFICE                                          | \$583.74                | \$564.88             | \$1,738.38          | \$6,500.05     | \$4,761.67          | 27%  |
| 552000 - SUPPLIES, OPERATING                                       | \$77,475.49             | \$67,840.21          | \$104,047.18        | \$122,482.00   | \$18,434.82         | 85%  |
| 552200 - FUEL                                                      | \$29,854.94             | \$23,894.09          | \$33,705.52         | \$35,000.00    | \$1,294.48          | 96%  |
| 552300 - UNIFORMS                                                  | \$4,163.07              | \$1,555.08           | \$4,519.55          | \$4,519.55     | \$0.00              | 100% |
| 554000 - DUES/PUBLICATIONS/SUBSCRIPTION                            | \$743.00                | \$0.00               | \$0.00              | \$0.00         | \$0.00              | N/A  |
| 559000 - DEPRECIATION EXPENSE                                      | \$308,347.70            | \$457,017.06         | \$529,961.77        | \$430,000.00   | -\$99,961.77        | 123% |
| 563000 - 22010 - CAPITAL OUTLAY, IMPROVEMENTS - 19TH ST & MONTANA  | \$370,926.05            | \$0.00               | \$0.00              | \$0.00         | \$0.00              | N/A  |
| 563000 - 22012 - CAPITAL OUTLAY, IMPROVEMENTS - LEGISLATIVE SW     | \$484,370.58            | \$213,333.54         | \$35,450.00         | \$234,000.00   | \$198,550.00        | 15%  |
| 563000 - 22016 - CAPITAL OUTLAY, IMPROVEMENTS - 7th ST DRAINAGE    | \$1,085,904.86          | \$0.00               | \$0.00              | \$0.00         | \$0.00              | N/A  |
| 563000 - 22026 - CAPITAL OUTLAY, IMPROVEMENTS - LEGISLATIVE SW     | \$116,205.92            | \$0.00               | \$9,616.08          | \$9,616.08     | \$0.00              | N/A  |
| 563000 - 22027 - CAPITAL OUTLAY, IMPROVEMENTS - ACME LN DRAINAGE   | \$50,887.00             | \$9,463.00           | \$6,000.00          | \$6,000.00     | \$0.00              | N/A  |
| 563000 - 22028 - CAPITAL OUTLAY, IMPROVEMENTS - BRADLEY CIR        | \$40,554.20             | \$6,615.80           | \$9,000.00          | \$9,000.00     | \$0.00              | N/A  |
| 563000 - 22029 - CAPITAL OUTLAY, IMPROVEMENTS - DUNDEE LN DRAINAGE | \$59,750.25             | \$0.00               | \$6,644.75          | \$6,645.00     | \$0.25              | N/A  |
| 563000 - 22030 - CAPITAL OUTLAY, IMPROVEMENTS - PINE FOREST        | \$115,824.00            | \$56,476.00          | \$20,294.50         | \$26,064.00    | \$5,769.50          | N/A  |
| 563000 - 22031 - CAPITAL OUTLAY, IMPROVEMENTS - WYOMING AVE        | \$67,331.25             | \$0.00               | \$3,543.75          | \$3,544.00     | \$0.25              | N/A  |
| 563000 - 22032 - CAPITAL OUTLAY, IMPROVEMENTS - CDBG W 10th ST     | \$73,614.11             | \$453,188.06         | \$715,484.12        | \$5,222,883.00 | \$4,507,398.88      | N/A  |
| 563000 - 25004 - CAPITAL OUTLAY, IMPROVEMENTS - ABERDEEN PKWY      | \$0.00                  | \$0.00               | \$8,240.00          | \$85,000.00    | \$76,760.00         | N/A  |
| 564000 - CAPITAL OUTLAY, EQUIPMENT                                 | \$0.00                  | \$374,552.90         | \$251,227.12        | \$262,518.32   | \$11,291.20         | 96%  |
| 564500 - VEHICLES                                                  | \$0.00                  | \$107,051.96         | \$0.00              | \$0.00         | \$0.00              | N/A  |
| 569999 - CAPITAL OUTLAY OFFSET                                     | \$0.00                  | (\$481,694.86)       | \$0.00              | \$0.00         | \$0.00              | N/A  |
| 571013 - PRINCIPAL 17 DITCH                                        | \$0.00                  | \$0.00               | \$4,327,322.62      | \$4,327,322.62 | \$0.00              | 100% |
| 572013 - INTEREST 17 DITCH                                         | \$115,832.10            | \$114,322.69         | \$29,668.40         | \$27,511.24    | -\$2,157.16         | 108% |
| 591000 - INDIRECT ALLOCATION                                       | \$646,026.00            | \$541,189.00         | \$302,120.16        | \$302,120.00   | -\$0.16             | 100% |
| 599000 - BAD DEBT                                                  | \$10.41                 | \$0.00               | \$0.00              | \$5,000.00     | \$5,000.00          | 0%   |
| 599002 - LOSS ON DISPOSITION OF ASSETS                             | \$0.00                  | (\$114,313.00)       | \$0.00              | \$0.00         | \$0.00              | N/A  |
| <b>Net Income:</b>                                                 | <b>(\$1,236,387.74)</b> | <b>(\$63,149.19)</b> | <b>\$739,319.79</b> | <b>\$0.00</b>  | <b>\$739,319.79</b> |      |

# Income Statement - 405 Sanitation Fund FY 2025 as of September 2025



Period: 1 to 13

|                                       | 2023           | 2024           | 2025           | 2025 Current Budget | \$ Uncollected Revenue | % Collected-to-Date |
|---------------------------------------|----------------|----------------|----------------|---------------------|------------------------|---------------------|
| Revenue                               | \$3,240,407.33 | \$3,311,410.00 | \$3,327,386.91 | \$ 3,410,511.80     | \$ 83,124.89           | 98%                 |
| 405340 - CHARGES FOR SERVICES         | \$2,981,424.52 | \$3,038,286.11 | \$3,063,800.80 | \$3,059,042.05      | (\$4,758.75)           | 100%                |
| 434390 - SANITATION CAN REVENUE       | \$2,247,799.59 | \$2,291,586.87 | \$2,294,097.32 | \$ 2,295,597.72     | \$ 1,500.40            | 100%                |
| 434391 - SANITATION DUMPSTER REVENUE  | \$647,725.95   | \$672,505.91   | \$694,489.81   | \$ 698,426.00       | \$ 3,936.19            | 99%                 |
| 434392 - SPECIAL SERVICES CAN & TRASH | \$85,831.82    | \$74,193.33    | \$75,213.67    | \$ 65,018.33        | \$ (10,195.34)         | 116%                |
| 434393 - SPECIAL SERVICES DUMPSTER    | \$67.16        | \$0.00         | \$0.00         | \$ -                | -                      | N/A                 |
| 405360 - MISCELLANEOUS REVENUES       | \$258,982.81   | \$273,123.89   | \$263,586.11   | \$221,169.78        | (\$42,416.33)          | 119%                |
| 436100 - INTEREST INCOME              | \$124,055.26   | \$169,684.60   | \$157,522.10   | \$ 123,261.03       | \$ (34,261.07)         | 128%                |
| 436400 - SALE OF FIXED ASSETS         | \$133,242.89   | \$84,240.00    | \$106,008.75   | \$ 97,908.75        | \$ (8,100.00)          | 108%                |
| 436500 - SALE OF SURPLUS PROPERTY     | \$80.50        | \$0.00         | \$0.00         | \$ -                | -                      | N/A                 |
| 436900 - MISCELLANEOUS REVENUE        | \$44.27        | \$69.45        | \$55.26        | \$ -                | \$ (55.26)             | N/A                 |
| 436903 - INSURANCE PROCEEDS           | \$1,559.89     | \$19,129.84    | \$0.00         | \$ -                | -                      | N/A                 |
| 405380 - OTHER SOURCES                | \$0.00         | \$0.00         | \$0.00         | \$ 130,299.97       | \$ 130,299.97          | 0%                  |
| 438999 - CASH CARRY FORWARD           |                |                |                | \$ 130,299.97       | \$ 130,299.97          | 0%                  |

|                                         | 2023           | 2024           | 2025           | 2025 Current Budget | \$ Variance Budget Available | % Budget Available |
|-----------------------------------------|----------------|----------------|----------------|---------------------|------------------------------|--------------------|
| Expense                                 | \$4,594,104.02 | \$2,622,554.15 | \$3,403,035.21 | \$3,410,511.80      | \$7,476.59                   | 100%               |
| 405534 - SANITATION                     | \$4,594,104.02 | \$2,622,554.15 | \$3,403,035.21 | \$3,410,511.80      | \$7,476.59                   | 100%               |
| 512000 - SALARIES-GENERAL EMPLOYEES     | \$378,403.11   | \$446,861.40   | \$451,158.03   | \$ 453,457.59       | \$ 2,299.56                  | 99%                |
| 514000 - OVERTIME, GENERAL EMPLOYEES    | \$13,275.22    | \$27,792.39    | \$39,836.47    | \$ 39,836.47        | \$ -                         | 100%               |
| 521000 - FICA & MEDICARE BENEFIT        | \$26,270.47    | \$33,780.72    | \$36,310.70    | \$ 37,187.00        | \$ 876.30                    | 98%                |
| 522000 - PENSION BENEFIT GENERAL EMP    | \$52,101.10    | \$69,893.49    | \$78,386.88    | \$ 81,387.00        | \$ 3,000.12                  | 96%                |
| 523000 - LIFE & HEALTH INSURANCE        | \$84,203.07    | \$77,619.34    | \$53,950.09    | \$ 53,950.09        | \$ -                         | 100%               |
| 523002 - HEALTH DEDUCTIBLE              |                |                | \$0.00         | \$ 4,000.00         | \$ 4,000.00                  | 0%                 |
| 523003 - HEALTH OUT OF POCKET           |                |                | \$0.00         | \$ 2,600.00         | \$ 2,600.00                  | 0%                 |
| 524000 - WORKERS COMPENSATION INSURANCE | \$2,969.32     | \$4,486.48     | \$5,584.09     | \$ 6,190.00         | \$ 605.91                    | 90%                |
| 524001 - LTD                            | \$2,357.86     | \$2,850.03     | \$2,720.78     | \$ 3,004.00         | \$ 283.22                    | 91%                |
| 525000 - UNEMPLOYMENT COMPENSATION      | \$1,100.00     | \$0.00         | \$0.00         | \$ -                | \$ -                         | N/A                |
| 528000 - PTO BUY BACK & PAYOUT          | \$763.32       | \$4,208.60     | \$9,451.84     | \$ 10,570.00        | \$ 1,118.16                  | 89%                |
| 534000 - CONTRACTUAL SERVICES           | \$49,820.91    | \$33,725.00    | \$9,383.45     | \$ 46,793.00        | \$ 37,409.55                 | 20%                |
| 534003 - TIPPING FEES GARBAGE           | \$397,642.20   | \$379,902.10   | \$425,892.39   | \$ 433,797.00       | \$ 7,904.61                  | 98%                |
| 534006 - COMMERCIAL GARBAGE CONTRACT    | \$490,739.82   | \$706,616.77   | \$700,562.67   | \$ 660,579.00       | \$ (39,983.67)               | 106%               |
| 540000 - TRAVEL & PER DIEM              | \$0.00         | \$3,130.55     | \$0.00         | \$ -                | \$ -                         | N/A                |
| 540001 - TRAINING & CERTIFICATION       | \$2,985.14     | \$1,845.00     | \$82.50        | \$ 82.50            | \$ -                         | 100%               |
| 540002 - PRIVATE VEHICLE ALLOWANCE      | \$0.00         | \$0.00         | \$286.88       | \$ 337.50           | \$ 50.62                     | 85%                |
| 541000 - COMMUNICATIONS                 | \$1,205.75     | \$1,362.85     | \$3,166.43     | \$ 5,223.00         | \$ 2,056.57                  | 61%                |
| 541001 - INTERNET SERVICES              | \$0.00         | \$0.00         | \$6,158.89     | \$ 6,500.00         | \$ 341.11                    | 95%                |
| 543000 - UTILITIES                      | \$21.22        | \$0.00         | \$19,417.23    | \$ 20,000.00        | \$ 582.77                    | 97%                |
| 544000 - RENTALS & LEASES               | \$0.00         | \$97,466.62    | \$196,972.86   | \$ 206,620.00       | \$ 9,647.14                  | 95%                |
| 546001 - R & M VEHICLES                 | \$138,858.59   | \$115,854.82   | \$63,453.25    | \$ 72,500.00        | \$ 9,046.75                  | 88%                |
| 546002 - R & M BUILDING & GROUNDS       | \$2,892.26     | (\$36.41)      | \$0.00         | \$ -                | \$ -                         | N/A                |
| 546003 - R & M MACHINERY & EQUIPMENT    | \$3,516.80     | \$1,780.10     | \$1,153.66     | \$ 999.58           | \$ (154.08)                  | 115%               |
| 546010 - R & M PRIVATE PROPERTY         | \$32.91        | \$65.67        | \$0.00         | \$ 662.50           | \$ 662.50                    | 0%                 |
| 549000 - MISCELLANEOUS EXPENSE          | \$7,973.00     | \$2,547.08     | \$0.00         | \$ -                | \$ -                         | N/A                |
| 549010 - BANK FEES                      | \$13,687.33    | \$12,749.61    | \$27,533.88    | \$ 27,000.00        | \$ (533.88)                  | 102%               |
| 550000 - EXPENDABLE EQUIPMENT           | \$399.38       | \$0.00         | \$261.84       | \$ 262.00           | \$ 0.16                      | 100%               |
| 551000 - SUPPLIES, OFFICE               | \$4,246.39     | \$2,437.92     | \$4,014.32     | \$ 4,014.32         | \$ -                         | 100%               |
| 552000 - SUPPLIES, OPERATING            | \$46,762.70    | \$50,409.03    | \$41,473.25    | \$ 41,226.25        | \$ (247.00)                  | 101%               |
| 552200 - FUEL                           | \$95,543.54    | \$96,325.11    | \$84,629.15    | \$ 81,000.00        | \$ (3,629.15)                | 104%               |
| 552300 - UNIFORMS                       | \$1,309.76     | \$1,334.50     | \$4,282.99     | \$ 4,500.00         | \$ 217.01                    | 95%                |
| 554000 - DUES/PUBLICATIONS/SUBSCRIPTION | \$116.44       | \$0.00         | \$0.00         | \$ -                | \$ -                         | N/A                |
| 559000 - DEPRECIATION EXPENSE           | \$288,428.44   | \$238,240.90   | \$290,632.36   | \$ 265,000.00       | \$ (25,632.36)               | 110%               |

Income Statement - 405 Sanitation Fund FY 2025 as of September 2025



|                                    |                  |              |               |    |             |               |                 |
|------------------------------------|------------------|--------------|---------------|----|-------------|---------------|-----------------|
| Period: 1 to 13                    |                  |              |               |    |             |               |                 |
| 564000 - CAPITAL OUTLAY, EQUIPMENT | \$0.00           | \$8,975.00   | \$422,099.42  | \$ | 422,099.00  | \$            | (0.42) 100%     |
| 564500 - VEHICLES                  | \$726,348.00     | \$0.00       | \$0.00        |    | \$          | -             | N/A             |
| 569999 - CAPITAL OUTLAY OFFSET     | \$0.00           | (\$8,975.00) | \$0.00        |    | \$          | -             | N/A             |
| 591000 - INDIRECT ALLOCATION       | \$251,241.00     | \$199,036.00 | \$409,134.24  | \$ | 409,134.00  | \$            | (0.24) 100%     |
| 591003 - TRANSFER TO SEWER FUND    | \$1,000,000.00   | \$0.00       | \$0.00        |    | \$          | -             | N/A             |
| 591010 - TRANSFER TO STORMWATER    | \$500,000.04     | \$0.00       | \$0.00        | \$ | -           | \$            | - N/A           |
| 599000 - BAD DEBT                  | \$8,888.93       | \$10,268.48  | \$15,044.67   |    | \$10,000.00 | \$            | (5,044.67) 150% |
| Net Income:                        | (\$1,353,696.69) | \$688,855.85 | (\$75,648.30) |    | (\$0.00)    | (\$75,648.30) |                 |