



**AGENDA
REGULAR MEETING
of THE MARY ESTHER CITY COUNCIL
October 2, 2023 - 6:00 PM**

195 Christobal Road – North, Mary Esther, FL 32569

- 1. INVOCATION**
- 2. CALL TO ORDER**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL**
- 5. APPROVAL OF THE AGENDA**
- 6. SPECIAL PRESENTATIONS**
 - 6.1. Making Strides Against Breast Cancer of the Emerald Coast Proclamation**
 - 6.2. Yard of the Month for October 2023.**
- 7. CONSENT AGENDA**
 - 7.1. Approval of the Minutes**
 - 7.2. Financial Report**
 - 7.3. Maintenance Report**
 - 7.4. Library Report**
 - 7.5. Fire Department**
 - 7.6. Code Compliance Report**
 - 7.7. Jacobs Report**
- 8. CITIZENS WHO HAVE REQUESTED TO BE PLACED ON THE AGENDA**
- 9. PUBLIC COMMENT (NON-AGENDA ITEMS)**
- 10. UNFINISHED BUSINESS**
- 11. NEW BUSINESS**
 - 11.1. Second reading of Ordinance 2023-02, Amending the 2024 Municipal Election Date.**
 - 11.2. Resolution 23-05, Adopting the 2023 Community Vision Plan**
 - 11.3. FY 2024 Law Enforcement Service Agreement**
 - 11.4. Award of RFB 2023-01, Misty Water Boat Ramp Pier**
 - 11.5. Award of RFB 2023-02 City Hall, Fire Station, and Library Remodeling Project**
 - 11.6. Lease or Acquisition of Property Located at 302 Mary Esther Boulevard**
 - 11.7. FY 2024 Library Interlocal Agreement**
 - 11.8. FY 2024 City Manager Work Plan**
 - 11.9. City Manager Salary Adjustment following 2023 Annual Evaluation**
 - 11.10. Renewal of Engineering Contracts**
 - 11.11. Renewal of Emergency Management Contracts**
 - 11.12. Holiday Closing Schedule**
- 12. COUNCILS' STANDING COMMITTEE STATUS REPORTS**

13. OTHER COMMENTS

14. ADJOURN

***** PLEASE TURN OFF OR SILENCE ALL CELL PHONES *****

REMOTE MEETING ATTENDANCE

The virtual link to our meetings is posted in the calendar section of our website (www.cityofmaryesther.com) You may log into the meeting up to 10 minutes prior to the start time to ensure your connection is working properly.

All communications via the chat feature by online participants during city meetings are subject to Florida's public records laws and must be civil in public discourse whether written or spoken. Any private messages sent by online attendees during the meeting is strongly discouraged. Only messages sent to "All" or "Everyone" in the public forum will be addressed by the City Council or City staff during the meeting.

NOTES:

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

AGENDA ITEM

Agenda Item 6.1.

TO: Honorable Mayor and Members of the City Council

FROM: Valerie Broxson, City Clerk

DATE: October 2, 2023

SUBJECT: Making Strides Against Breast Cancer of the Emerald Coast Proclamation

BACKGROUND:

Making Strides Against Breast Cancer (MSABC) is a celebration of courage and hope, a movement uniting communities to end breast cancer as we know it, for everyone. MSABC of the Emerald coast encourages individuals to be a part of the movement by decorating businesses, neighborhoods, etc. in PINK!

Individuals and teams may also support the movement by participating in the MSABC of the Emerald Coast event held at Northwest Florida State College in Niceville on October 14, 2023, at 9 am. Visit www.MakingStridesWalk.org/emeraldcoast for more information.

DISCUSSION:

Staff requests approval to execute a Proclamation proclaiming and recognizing the month of October 2023 as "Making Strides Against Breast Cancer Month" and authorizing the Mayor to execute the Proclamation.

FINANCIAL IMPACT:

There is no financial impact related to this matter.

RECOMMENDATION:

Motion to authorize the Mayor to sign the Proclamation, declaring October 2023 as "Making Strides Against Breast Cancer Month" in Mary Esther.

ATTACHMENT(S):

1. MSABC Proclamation



City of Mary Esther Proclamation

American Cancer Society Making Strides Against Breast Cancer of the Emerald Coast

WHEREAS breast cancer is the most common cancer diagnosed among women in the United States, and it is the second leading cause of death from cancer among women; and

WHEREAS, in 2022, the US had an estimated 287,850 new cases of invasive breast cancer diagnosed among women, 43,250 women deaths because of the disease, and more than 4 million women had a history of invasive breast cancer or were living with the disease; and

WHEREAS, in 2022, the US had approximately 2,710 new cases of invasive breast cancer diagnosed among men and 530 male deaths due to the disease; and

WHEREAS the Making Strides Against Breast Cancer (MSABC) program is a three-to-five-mile non-competitive walk that has collectively grown into the largest network of breast cancer awareness events in the nation, uniting communities with a shared determination in the fight to end breast cancer; and

WHEREAS the Making Strides Against Breast Cancer program is uniting our communities and raising money to help the American Cancer Society fund breakthrough breast cancer research, provide free information and support, and help reduce breast cancer risk or allow early detection so it may be more treatable; and

WHEREAS the Making Strides Against Breast Cancer on the Emerald Coast envisions a future where our children no longer live with the threat of breast cancer and where everyone has a fair and just opportunity to prevent, find, treat, and survive this disease; and

WHEREAS by supporting the Making Strides Against Breast Cancer on the Emerald Coast movement, you help ensure the American Cancer Society can continue fighting for that same vision.

NOW, THEREFORE I, Chris Stein, by virtue of the authority vested in me as Mayor in the City of Mary Esther do hereby **PROCLAIM AND RECOGNIZE** the month of October 2023 as

MAKING STRIDES AGAINST BREAST CANCER MONTH

in Mary Esther and encourages citizens to help save lives from breast cancer by decorating your business and neighborhoods in PINK as part of the movement and encourages citizens to participate in the Making Strides Against Breast Cancer of the Emerald Coast held at Northwest Florida State College in Niceville on October 14, 2023, at 9 am.

SO DONE this 2nd day of October 2023.

By: _____

Chris Stein, Mayor

ATTEST:

Valerie Broxson, City Clerk

AGENDA ITEM

Agenda Item 6.2.

TO: Honorable Mayor and Members of the City Council

FROM: Valerie Broxson, City Clerk

DATE: October 2, 2023

SUBJECT: Yard of the Month for October 2023.

BACKGROUND:

The Yard of the Month program was established to recognize City of Mary Esther residents who demonstrate above average efforts in maintaining their property, thereby contributing to the overall appearance of the community at large. Residents may nominate any yard in the Mary Esther city limits, including their own yard.

DISCUSSION:

The City of Mary Esther received two nominations to be included in the October selection for Yard of the Month.

FINANCIAL IMPACT:

The City of Mary Esther provides a certificate to the winner along with items that contain City of Mary Esther branding, which can differ from month to month depending on the availability of items.

RECOMMENDATION:

The recommendation is to select an address to be nominated for the October 2023 Yard of the Month.

ATTACHMENT(S):

1. Yard of the Month - October 2023



17 Magnolia Drive



1 Kingston Court

AGENDA ITEM

Agenda Item 7.1.

TO: Honorable Mayor and Members of the City Council

FROM: Valerie Broxson, City Clerk

DATE: October 2, 2023

SUBJECT: Approval of the Minutes

BACKGROUND:

Request approval of the 09/06/2023 City Council Regular Meeting minutes, and 09/20/2023 City Council Special Meeting minutes.

DISCUSSION:

NA

FINANCIAL IMPACT:

There is no financial impact related to this matter.

RECOMMENDATION:

Motion to approve the consent agenda.

ATTACHMENT(S):

1. 09/06/2023 Minutes
2. 09.20.2023 Minutes



**MINUTES
REGULAR MEETING
of THE MARY ESTHER CITY COUNCIL
September 6, 2023 - 6:00 PM**

195 Christobal Road – North, Mary Esther, FL 32569

CITY COUNCIL PRESENT

Chris Stein, Mayor
Susan Coxwell, Councilmember
Jan Lipscomb, Councilmember

Larry Carter, Mayor Pro Tem
April Sutton, Councilmember
Bernie Oder, Councilmember

CITY STAFF PRESENT

Jared Cobb, City Manager
Hayward Dykes, City Attorney

Valerie Broxson, City Clerk

OTHERS PRESENT

Grady Carpenter, OSCO Captain

Mark Bundrick, OCWFD Chief

1. INVOCATION

Pastor Winningham, First Baptist Church of Mary Esther, gave the invocation.

2. CALL TO ORDER

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

3. PLEDGE OF ALLEGIANCE

Mayor Stein led the pledge of allegiance.

4. ROLL CALL

The City Clerk called the roll as reflected above.

5. APPROVAL OF THE AGENDA

Mayor Stein asked if the council wished to make any changes to the agenda. Hearing none, Mayor Stein asked for a motion. Councilmember Sutton initiated the motion, seconded by Councilmember Lipscomb. The motion passed 5 to 0.

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

6. BUDGET HEARING

6.1. FY 2024 Tentative Budget Hearing

City Manager Cobb provided an overview of the proposed FY 2024 budget by reading the background, discussion, and financial impact sections of the agenda item.

Mayor Stein opened the public hearing for the budget to receive comments.

Robert "Butch" Williams, 28 Kohler Drive

Mr. Williams wanted clarification on the total rate increase for FY 2024. Mr. Williams thought there

was one year left for the ten percent (10%) increase and an additional five percent (5%) was going to be added. CM Cobb clarified that the last ten percent (10%) increase occurred in FY 2022 and there was no rate increase last year. The proposed rate increase for FY 2024 is five percent (5%). CM Cobb also shared that the inflation for utilities was a little over five percent (5%) so the amount proposed will help to maintain where the city is at.

Hearing no other comments from the public, Mayor Stein closed the public hearing.

City Clerk Broxson read the first reading of Ordinance 2023-01:

ORDINANCE NO. 2023-01

AN ORDINANCE OF THE CITY OF MARY ESTHER, IN OKALOOSA COUNTY, FLORIDA, ADOPTING AN AD VALOREM TAX MILLAGE RATE OF 5.0261 MILLS FOR THE 2023-2024 TAXABLE YEAR; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Stein read the following:

- The name of the taxing authority is the City of Mary Esther, Florida,
- The rolled back rate is 4.6770,
- The percentage by which the millage rate exceeds the roll back rate is 7.46%, and
- The millage rate to be levied for FY 2024 is 5.0261 mils.

Mayor Stein asked if there was a motion by the council. Councilmember Oder made the motion to approve Ordinance 2023-01 on the first reading and to have the ordinance sent to the second reading, seconded by Mayor Pro Tem Carter. Motion passed 5 to 0.

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

Mayor Stein announced that the second and final public hearing for the FY 2024 mileage and budget is scheduled for Wednesday, September 20, 2023 at 6:00 pm at City Hall. The public may also attend the meeting virtually.

Mayor Stein concluded the budget hearing.

7. SPECIAL PRESENTATIONS

Mayor Stein congratulated Councilmember Oder and Councilmember Sutton for receiving the Gold Florida League of Cities (FLC) University Certificate for Elected Municipal Officials. The points they accrued were from August 2022 to July 2023. Officials earned points for participating in training events offered by the FLC University, including monthly webinars, online orientation, the Institute for Elected Municipal Officials (IEMO I and II), the State-Mandated Continuing Education in Ethics, and the League's Annual Conference and legislative events. Mayor Stein presented both councilmembers with the FLC Gold Certificate, a \$2 bill, and a City of Mary Esther coaster.

7.1. Okaloosa County Public Library Cooperative

Councilmember Oder is assigned to the Okaloosa County Public Library Cooperative Committee. At the last library cooperative committee meeting, a PowerPoint was provided to the committee members since there were several new members. Councilmember Oder presented the PowerPoint to help others better understand the Okaloosa County Public Library Cooperative Committee. Discussion points included the cooperative starting twenty-five (25) years ago, agencies sharing resources but maintaining autonomy,

residents may use the services at any library within the county, there is more to the library than just reading a book, the funding for the libraries, and the need to receive federal funding. Vicky Stever, the Cooperative Coordinator, appeared via Zoom and thanked the Mary Esther library and the member group.

7.2. Yard of the Month

Mayor Stein shared that there are three locations nominated for the September Yard of the Month. The council discussed the three choices. The council selected 100 N. Lorraine Drive as the September 2023 Yard of the Month.

Mayor Stein shared that nominations for Yard of the Month or Best Decorated can be done in person or through our website (www.cityofmaryesther.com/218/Yard-of-the-month).

Mayor Stein discussed with the council that in October the location could start being based upon the best decorated house for the season through December. The Yard of the Month program will be halted in January and February until the grass starts growing again.

8. CONSENT AGENDA

Mayor Stein asked if the council wished to make any changes to the consent agenda. Hearing none, Mayor Stein asked for a motion. Councilmember Coxwell initiated the motion, seconded by Councilmember Sutton. The motion passed 5 to 0.

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

8.1. Approval of the Minutes

8.2. Financial Report

8.3. Maintenance Report

8.4. Library Report

8.5. Fire Department Report

8.6. Code Compliance Report

8.7. Jacobs Report

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

None.

10. PUBLIC COMMENT (NON-AGENDA ITEMS)

None.

11. UNFINISHED BUSINESS

None.

12. NEW BUSINESS

12.1. City Manager Evaluation

City Manager Cobb read, in part, the background section of the agenda item. "On November 7, 2022, the City Council approved an agreement with Dr. Walt Hanline to facilitate the 2023 annual evaluation of the City Manager. On July 10, 2023, the evaluation form and process were reviewed by the City Council." CM Cobb stated that we are at the end of the process, and Dr. Handline is here to present the evaluation results.

Dr. Handline thanked the council and briefly went through the comments section for each area listed in the City Manager's evaluation (the evaluation was attached to the agenda item). Dr. Handline finished by stating that City manager Cobb demonstrated exemplary leadership and is a model for others. Dr. Handline finished by summarizing the summary comments.

"Overall, Mr. Cobb is a great asset to the City! He has done an excellent job in keeping the Council informed and up to date on all City business. Mr. Cobb has spent this last year getting major projects to their final stages. Jared is quick to respond to Council member questions or needs. Residents express that they are pleased with his attention to their concerns. Mr. Cobb's staffing recommendations have been well stated. The positions that he is requesting are designed to ensure that the City functions more efficiently. We appreciate Jared's openness to questions and his forward-thinking thoughts and ideas. His openness to ideas from Council members is also appreciated. Under Mr. Cobb's leadership, the City is moving in the right direction."

Dr. Handline concluded by asking the council if they had questions. If not, he requested that the council approve the evaluation.

Discussion by the council included asking Dr. Handline for recommendations addressing how CM Cobb could do better, how the council can assist CM Cobb to do better, the great communication provided by CM Cobb with the council, noting the progress CM Cobb has had on several projects, and thanking him for the job he has done.

Dr. Handline responded to the discussion by sharing that the theme of improvement for CM Cobb is two parts: develop and delegate to staff as a long-term strategy and continue to listen and deal with conflict. The council genuinely feels that Jared is a very caring and dedicated individual and at times he takes conflict personally. Dr. Handline suggested for him to relax with it and be confident in his position.

Dr. Handline stated that he feels that the suggestions made in 2021 and in 2022 have been addressed by the council.

Dr. Handline shared that the council can help to support Jared through communication, which improves the understanding of each other's differences of opinions and styles, creates a willingness to listen to the other, be patient with another, and to forgive one another. Dr. Handline commended the council and the progress and feels that there is a really good team that is making a lot of progress and has a tremendous future.

CM Cobb thanked the mayor and the council for the comments on the evaluation, stated that he would digest the information, and bring his contract with a draft plan for the next year at the next regular city council meeting for the council's consideration.

Councilmember Oder made the motion to approve the City Managers evaluation as presented, seconded by Councilmember Lipscomb. Motion passed 5 to 0.

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

Dr. Handline asked if there were any suggestions for him going forward if he were to be hired to assist with the evaluation again next year.

Discussion afterwards included whether the council had input to assist Dr. Handline to improve the

evaluation process, recommendations by Dr. Handline for future activities (similar to a past team building exercise performed by Dr. Handline).

Dr. Handline stated that his company performs a number of workshops similar to the one performed. He will present CM Cobb with some options that are available. Dr. Handline also suggested reviewing with new members the governance protocols, which will help them understand how you govern and what you believe is the proper way of doing what you do. The other advantage is it provides an opportunity to be reflective.

12.2. Draft 2023 Community Vision Plan Presentation

CM Cobb shared that Katherine Withers from Barge Design Solutions was present to present the Draft Community Vision Plan (see attached PowerPoint). Mrs. Withers shared that there was a 4-step process that started with Barge coming out and getting to know the community, which included significant community outreach. And then a draft vision plan. To recap the community outreach, Barge conducted stakeholder interviews. Interviews included finding out what the community thought were the strengths and challenges of Mary Esther. The interview included asking individuals if there is just one thing the vision plan covered. What would it be? The results were identity, intentional spending, creating a community location, updating the community visually, improving the quality of life for businesses and citizens, creating workforce housing, and becoming pedestrian friendly.

The next step was to perform an online public survey which was available on paper. There were 277 responses, which received good to excellent ratings. The fair to poor were on sidewalks and bicycle facilities. Individuals were asked how funds should be spent and what they would change about Mary Esther. The response was to spend more on parks & recreation, transportation and maintenance, and water and sewer infrastructure.

Barge then conducted the first public workshop where there was a deeper look into the four areas determined during the online public survey. Questions were asked about establishing an identity and branding, public investment priorities, parks and open spaces, mobility and connectivity, mixed use development, and housing opportunities.

Barge returned in May for the second public workshop where the Draft Plan was discussed and the take away was that a central gathering space is very important and that vision should be independent of the mall.

Mrs. Withers then presented the Draft Community Vision Plan by starting with the vision statement and the principles, an idea for a city center, a concept for mixed-use retail and residential, central gathering spaces, neighborhood parks with options for all age groups, connection to the sound and nature, additional housing opportunities, walking and biking paths, and fix the elementary driveway. Mrs. Withers then went over the implementation steps and goals, outlined in the PowerPoint, that would need to take place for the Community Vision Plan to become effective.

Discussion included the private property, the purpose of the Community Vision Plan, the request to hire a Parks Director in the vision plan when maintaining the parks is a bigger issue, the future use of TDD money, the need for entities to come and develop within Mary Esther, and using firms to find developers, lobbying developers to come to the area, community redevelopment staffing within municipalities, the available property to be developed, and being deliberate in what is developed in the city going forward.

Mrs. Withers shared that part of these plans includes showing private businesses what is supported by the community to help encourage them to spend money in a direction that is supported by the community. Mrs. Withers also shared that this plan would take time.

CM Cobb shared that the purpose of the project is to understand what the public would like to see, it helps to spark interest, but it also helps during major development. The reason is because when there is a major development, there is often a request for a reduction in fees or property taxes. If the request is granted, then we want to think about what the community is getting for it. By looking at the Community Vision Plan, council can see if the request matches what the community wants.

CM Cobb shared that a resolution will be brought to the regular council meeting in October for adoption. If adopted, then it would guide future plans like the Comprehensive Plans and changes to City Codes.

12.3. First reading of Ordinance 2023-02, Amending the 2024 Municipal Election Date
City Clerk Broxson is bringing forward Ordinance 2023-03 for the first hearing.

CC Broxson shared that a letter was received from the Supervisor of Elections recommending that the City of Mary Esther change the date of our regularly scheduled municipal election to coincide with the Presidential Preference Primary election. When it is held concurrently with the Presidential Preference Primary, the cost of the election will only be the cost of legal advertising.

CC Broxson read Ordinance 2023-03 by title as follows:

ORDINANCE NO. 2023-02

AN ORDINANCE OF THE CITY OF MARY ESTHER, FLORIDA, APPROVING THE DATE FOR THE 2024 REGULAR CITY ELECTION TO COINCIDE WITH THE DATE OF THE PRESIDENTIAL PREFERENCE PRIMARY IN 2024; RESTATING THE QUALIFYING PERIOD FOR THE 2024 MUNICIPAL ELECTION; PROVIDING FOR TERM OF OFFICE RESULTING FROM THE 2024 MUNICIPAL ELECTION, PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

CC Broxson shared that the ordinance would change the election date to March 19th and qualifying will be noon January 8, 2024 to noon January 12, 2024.

Councilmember Coxwell made the motion to approve Ordinance 2023-02 on the first reading and sent it to second reading. Councilmember Lipscomb seconded the motion. Motion passed 5 to 0.

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

Discussion after the vote included the monies saved or avoided by moving the election date, which is proposed to be over \$10K by piggybacking on a time when the Supervisor of Elections is already setting up polling stations, manning the stations, and preparing ballots.

12.4. First Reading of Ordinance 2023-03, Compensation for Councilmembers and the Mayor as a result of the new financial reporting requirements.

City Clerk Broxson shared that at the regular council meeting in August, the council directed the City Attorney to draft an ordinance regarding salary compensation for the mayor and the council. Since that meeting, the City Attorney advised staff that the ordinance needs to have its first hearing on September 6, 2023 and the second hearing on September 20, 2023 for it to become effective as of April 1, 2024, because the Charter requires an increase to occur a minimum of six (6) months prior to any upcoming election. Therefore, staff provided the ordinance with its first hearing. The increased salary listed in the ordinance is \$75 per month for the mayor and the council. As mentioned during the last meeting, the last increase occurred in 2018.

Mayor Pro Tem Carter mentioned that he does not take a salary; however, he supports the concept and feels that an increase of \$100 per month would be better for calculations and to account for inflation.

Discussion regarding the salary increase included the impact of the change on the budget, the reason a

salary adjustment was brought up, the need to attract future councilmembers (to include those individuals that might be on a fixed or low income), and a reminder that Form 6 information is a public record.

CM Cobb shared that the change would only impact half of the budget year and if the amount is similar to the one proposed, the amount could be absorbed.

The reason it is being discussed now is because, as of January 1, 2024, elected officials for municipalities will be required to complete the Form 6 Financial Disclosure. Form 6 has penalties in excess of \$20,000 if errors are made, so it is recommended that individuals use an accountant to fill out the form.

Discussion regarding the amount of the salary increase included the estimated cost of the CPA, the cost of inflation, and that the last salary increase occurred in 2018.

Ordinance 2023-03 is listed as follows:

ORDINANCE NO. 2023-03

AN ORDINANCE OF THE CITY OF MARY ESTHER, FLORIDA, PROVIDING FOR AUTHORITY and findings; Providing for an increase in annual salaries for the city council and mayor; Providing severability AND PROVIDING AN EFFECTIVE DATE.

Councilmember Coxwell made the motion to approve Ordinance 2023-03 on first reading with the salary for the mayor and the council increased by \$100 per month and sending the Ordinance to the second reading, seconded by

13. COUNCILS' STANDING COMMITTEE STATUS REPORTS

Councilmember Sutton mentioned that she was recently appointed to the Land Use Economic Development Legislative Committee by the League of Cities. She travels to the first meeting on Thursday, September 7th. Her goal is to listen to citizens and make decisions that positively impact the community.

Mayor Pro Tem Carter thanked everyone for the support, prayers, and calls during his road to recovery. He is happy to be part of the mix.

Councilmember Coxwell had no comment.

Mayor Stein shared that the Veteran's Day parade is on track. Representative Patt Maney has volunteered to be the Grand Marshal at the front of the parade. There will be a location at the mall where there will be food trucks and bounce houses. The Veteran's Day parade will take place on Saturday, November 11, at 1 pm.

Councilmember Lipscomb had no comment.

Councilmember Oder shared that the next Library Cooperative meeting will be held September 27, 2023 in Niceville, Florida. Cmr. Oder mentioned that he was appointed to the Municipal Administration Committee by the League of Cities. He, too, will be traveling for the first committee meeting. There are two more meetings scheduled for October and November. By participating in the committees, it allows municipalities to work together to share with legislators what local municipalities find important. For example, the discussion of short-term rentals has already been brought up again.

14. OTHER COMMENTS

City Attorney Dykes had no comment.

City Clerk Broxson shared that on September 19, 2023, the Okaloosa Board of County Commissioners will be adopting a Hit and Run awareness proclamation. The meeting will be held at the Shalimar Administration building at 3 pm. The County Commissioner that spearheaded the proclamation was Commissioner Mel Ponder. This Proclamation was brought forward by Mayor Stein.

City Manager Cobb shared that the county closed on the sale of the property on South Crystal Ball Road. In addition, the sidewalk installation project is moving forward along Shamrock Drive and north to Prior Drive. CM Cobb shared that staff will be bringing back a change order to the Jacob's contract for the Springdale Park Stormwater project. Finally, Max Boone, an employee of Jacob's, was involved in an accident while responding to an emergency call on Sunday.

The next meeting is scheduled for Wednesday, September 20, 2023 at 6 pm.

15. ADJOURN

The council meeting adjourned at 7:49 pm.

Valerie M. Broxson
City Clerk

(Approved at the _____ meeting.)



**MINUTES
REGULAR MEETING
of THE MARY ESTHER CITY COUNCIL
September 20, 2023 - 6:00 PM**

195 Christobal Road – North, Mary Esther, FL 32569

CITY COUNCIL PRESENT

Chris Stein, Mayor
Susan Coxwell, Councilmember
Jan Lipscomb, Councilmember

Larry Carter, Mayor Pro Tem
April Sutton, Councilmember
Bernie Oder, Councilmember

CITY STAFF PRESENT

Jared Cobb, City Manager
Jennifer Gutai Comella, City Attorney
Kelvin Cherry, Code Compliance Officer

Valerie Broxson, City Clerk
Heather Day, Finance Director
Sheila Ortyl, Library Director

OTHERS PRESENT

Jeff Wagner, OCWFD Deputy Chief

1. CALL TO ORDER

Mayor Stein asked Deputy Chief Jeff Wagner from the OCW Fire Department to provide the invocation. Mayor Stein called the meeting to order at 6:01 pm, following the invocation .

2. PLEDGE OF ALLEGIANCE

Mayor Stein led the pledge of allegiance.

3. ROLL CALL

The City Clerk called the roll as reflected above.

4. FY 2024 BUDGET HEARING

4.1. FY 2024 Final Budget Review by City Manager

- City Manager Cobb shared that on September 6th the council had its first public hearing about the FY 2024 Budget. This is the second public hearing. CM Cobb shared that there are no changes to the budget presented. The property tax rate is the same as the previous year, 5.0261 mills. The budget includes a 5% cost of living adjustment for staff and a 5% increase in water and sewer rates due to inflation.
- Mayor Stein opened the Public Hearing and opened up the meeting to public comments. (There were no comments in person or via zoom.)
- Mayor Stein read the following public announcements:
 - The name of the taxing authority is the City of Mary Esther.
 - The rolled-back rate is 4.6770 mills.
 - The percentage increase by which the millage rate exceeds the rolled back rate is 7.46%.
 - The millage rate to be levied for Fiscal Year 2024 is 5.0261 mills.
- Mayor Stein closed the public hearing.

4.2. Second Reading of Ordinance 2023-01, Establishing the FY 2024 Millage Rate

City Clerk Broxson read Ordinance 2023-01 by title as follows.

ORDINANCE NO. 2023-01

AN ORDINANCE OF THE CITY OF MARY ESTHER, IN OKALOOSA COUNTY, FLORIDA,
ADOPTING AN AD VALOREM TAX MILLAGE RATE OF 5.0261 MILLS FOR THE 2023-2024

TAXABLE YEAR; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Stein asked for a motion to approve the second reading of Ordinance 2023-01, adopting an ad valorem tax millage rate for the 2023-2024 taxable year. Councilmember Oder made the motion to approve the second reading of Ordinance 2023-01, adopting an ad valorem tax millage rate for the 2023-2024 taxable year, seconded by Councilmember Sutton. Hearing no discussion, council voted. The motion passed 5 to 0.

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

4.3. Reading of Resolution 23-03, Adopting the FY 2024 Budget

City Clerk Broxson read Resolution 23-03 by title as follows:

RESOLUTION 23-03

A RESOLUTION OF THE CITY OF MARY ESTHER, FLORIDA, ADOPTING THE BUDGET FOR THE CITY OF MARY ESTHER FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2023; APPROVING AND AFFIRMING THE APPROPRIATIONS SET FORTH IN SAID BUDGET; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Stein asked for a motion to approve Resolution 23-03, adopting the FY2024 Budget. Councilmember Coxwell initiated the motion, seconded by Councilmember Lipscomb. Hearing no discussion, the council voted. The motion passed 5 to 0.

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

5. FY 2024 Pay Schedule

5.1. Consideration of FY 2024 Pay Schedule

City Manager Cobb shared that the agenda item is for the FY 2024 Pay Schedule that is presented annually. All changes in pay are from one of the following: a compensation study, cost of living increase, reclassification of existing positions, or additional positions. The pay schedule includes a 5% cost of living that was approved in the budget earlier in the meeting and changes in pay were also reflected in the approved budget.

Mayor Stein asked if the council had any discussion. Hearing none, Mayor Stein asked for a motion to approve the FY 2024 Pay Schedule as presented. Councilmember Sutton initiated the motion, seconded by Mayor Pro Tem Carter. The motion passed 5 to 0.

RESULT:	PASSED (5-0)
MOVER:	Councilmember April Sutton

SECOND:	Mayor Pro Tem Larry Carter
AYES:	Bernie Oder, Larry Carter, Susan Coxwell, Janice Lipscomb, April Sutton
NAYS:	None

6. Resolution 23-04, Amending the Comprehensive Fee, Fine, and Revenue Schedule

6.1. Reading of Resolution 23-04, Amending the Comprehensive, Fee, Fine and Revenue Schedule

City Clerk Broxson read Resolution 23-04 by title as follows:

RESOLUTION 23-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARY ESTHER, FLORIDA PROVIDING FOR AUTHORITY; AMENDING THE COMPREHENSIVE FEE, FINE, AND REVENUE SCHEDULE; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Stein asked if the council had any discussion on the subject. Hearing none, Mayor Stein asked for a motion to approve Resolution 23-04, amending the Comprehensive Fee, Fine, and Revenue Schedule. Councilmember Oder initiated the motion, seconded by Councilmember Coxwell. The motion passed 5 to 0.

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

7. Ordinance 2023-03, Compensation for the Mayor and the Councilmembers

7.1. Second Reading of Ordinance 2023-03, Compensation for Councilmembers and the Mayor

Mayor Stein shared that this is the second reading of Ordinance 2023-03 regarding compensation for the Council and the Mayor.

City Clerk Broxson read Ordinance 2023-03 by title as follows:

ORDINANCE NO. 2023-03

AN ORDINANCE OF THE CITY OF MARY ESTHER, FLORIDA, PROVIDING FOR AUTHORITY AND FINDINGS; PROVIDING FOR AN INCREASE IN ANNUAL SALARIES FOR THE CITY COUNCIL AND MAYOR; PROVIDING SEVERABILITY AND PROVIDING AN EFFECTIVE DATE

Mayor Stein asked if the council wished to discuss the topic further. Hearing none, Mayor Stein asked for a motion to approve the 2nd reading of Ord. 2023-03, Compensation for Councilmembers and the Mayor. Mayor Pro Tem Carter initiated the motion, seconded by Councilmember Sutton. The motion passed 5 to 0.

RESULT:	PASSED (5-0)
MOVER:	Mayor Pro Tem Larry Carter
SECOND:	Councilmember April Sutton
AYES:	Bernie Oder, Larry Carter, Susan Coxwell, Janice Lipscomb, April Sutton

NAYS:	None
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8. ADJOURN

Before adjourning, Mayor Stein asked if the Council had any comments.

Councilmember Sutton shared that she had the pleasure of meeting the only female Florida Supreme Court Justice, Jamie Grosshans. Councilmember Sutton presented her with a City of Mary Esther coin.

Mayor Pro Tem Carter expressed his appreciation for being present at the meeting.

Councilmember Coxwell shared that she has been working with City Manager Cobb to see if a charity event can be included to help the community at the Christmas Tree Lighting on December 2. The council liked the idea and felt like a food drive would be a great addition to the tree lighting. City Manager Cobb shared that he is working with the library to come up with some type of charity event to add to the Christmas tree lighting.

Mayor Stein shared that he attended the Okaloosa County BOCC meeting on Tuesday, September 19th for the Hit and Run Awareness Proclamation. Mayor Stein shared that previous Mayor Margaret McLemore provided him with a book from Ida Kreiser. Mrs. Kreiser son passed away as a result of a Hit and Run Crash. Mayor Stein read the book by Mrs. Kreiser, and he is leaving the book at City Hall for individuals to read if they are interested.

Mayor Stein shared that the October Yard of the Month will be for seasonal decorations, and it will be awarded one week before Halloween. In addition, Yard of the Month for December will also be seasonal and based upon decorations.

There were no other comments. The council meeting adjourned at 6:13 pm.

Valerie M. Broxson
City Clerk

(Approved at the _____ meeting.)

AGENDA ITEM

Agenda Item 7.2.

TO: Honorable Mayor and Members of the City Council

FROM:

DATE: October 2, 2023

SUBJECT: Financial Report

BACKGROUND:

DISCUSSION:

FINANCIAL IMPACT:

RECOMMENDATION:

ATTACHMENT(S):

1. Budget Report - August
2. Cash Management Report - August



City of Mary Esther, FL

Budget vs Actuals

Account Summary

For Fiscal: 2022-2023 Period Ending: 08/31/2023

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 001 - GENERAL FUND							
Revenue							
Department: 00 - UNDESIGNATED							
001-00-311100	AD VALOREM TAXES	1,935,416.00	1,935,416.00	0.00	1,876,259.90	1,876,259.90	59,156.10
001-00-311200	AD VALOREM TAXES-DELO	30,000.00	30,000.00	7,214.56	91,733.76	91,733.76	-61,733.76
001-00-312410	FIRST LOCAL OPTION FUEL TAX	180,000.00	180,000.00	0.00	144,329.90	144,329.90	35,670.10
001-00-314100	UTILITY TAXES-ELECTRIC	230,000.00	230,000.00	0.00	179,279.47	179,279.47	50,720.53
001-00-314200	UTILITY TAXES-COMMUNICATION SE...	250,000.00	250,000.00	0.00	190,335.35	190,335.35	59,664.65
001-00-314300	UTILITY TAXES-WATER	100,000.00	100,000.00	10,425.04	112,553.90	112,553.90	-12,553.90
001-00-314400	UTILITY TAXES-GAS	40,000.00	40,000.00	2,438.13	34,554.47	34,554.47	5,445.53
001-00-314800	UTILITY TAXES -PROPANE GAS	200.00	200.00	0.00	0.00	0.00	200.00
001-00-316010	BUSINESS TAX - PENALTY INT	2,000.00	2,000.00	0.00	701.25	701.25	1,298.75
001-00-316100	BUSINESS TAX	90,000.00	90,000.00	0.00	114,290.50	114,290.50	-24,290.50
001-00-322000	BUILDING PERMITS	95,000.00	95,000.00	767.82	5,135.13	5,135.13	89,864.87
001-00-323100	ELECTRICITY FRANCHISE FEES	175,000.00	175,000.00	18,447.86	140,391.44	140,391.44	34,608.56
001-00-323400	GAS FRANCHISE FEES	35,000.00	35,000.00	0.00	32,621.14	32,621.14	2,378.86
001-00-324120	IMPACT FEES-FIRE PROTECTION	0.00	0.00	0.00	337.00	337.00	-337.00
001-00-324125	IMPACT FEES-LAW ENFORCEMENT	0.00	0.00	0.00	323.00	323.00	-323.00
001-00-329050	TRACKING FEES	6,500.00	6,500.00	1,100.00	5,260.00	5,260.00	1,240.00
001-00-331500	FEDERAL DISASTER RELIEF	82,500.00	82,500.00	0.00	0.00	0.00	82,500.00
001-00-334501	STATE DISASTER RELIEF	13,750.00	13,750.00	0.00	0.00	0.00	13,750.00
001-00-335120	STATE REVENUE SHARING PROCEEDS	160,000.00	160,000.00	0.00	157,371.89	157,371.89	2,628.11
001-00-335150	ALCOHOLIC BEVERAGE LICENSES	1,000.00	1,000.00	342.61	587.33	587.33	412.67
001-00-335180	LOCAL GOVERNMENT 1/2 SALES TAX	450,000.00	450,000.00	0.00	349,174.08	349,174.08	100,825.92
001-00-338200	INTERGOV REV-COUNTY BUSINESS TAX	2,000.00	2,000.00	1,224.28	2,065.03	2,065.03	-65.03
001-00-338210	INTERGOV REV - LIBRARY COOP	59,359.00	59,359.00	0.00	59,359.00	59,359.00	0.00
001-00-341200	ZONING FEES	150.00	150.00	0.00	750.00	750.00	-600.00
001-00-341300	CODE ENFORCEMENT ADMIN FEES	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
001-00-341901	FIRE DEPARTMENT FEES	10,000.00	10,000.00	675.00	12,648.44	12,648.44	-2,648.44
001-00-341902	NOTARY FEE REVENUE	100.00	100.00	10.00	30.00	30.00	70.00
001-00-341910	PLAN REVIEW	800.00	800.00	0.00	0.00	0.00	800.00
001-00-341920	SITE INSPECTION	600.00	600.00	90.00	710.00	710.00	-110.00
001-00-342510	FINAL INSPECTION	1,000.00	1,000.00	90.00	615.00	615.00	385.00
001-00-342910	IMPACT FEE- STORMWATER	0.00	0.00	0.00	300.00	300.00	-300.00
001-00-343315	CREDIT CARD USAGE FEE REVENUE	2,000.00	2,000.00	0.00	224.50	224.50	1,775.50
001-00-343800	CEMETERY FEES	100.00	100.00	0.00	100.00	100.00	0.00
001-00-344210	BOAT LAUNCH DAILY PERMIT	1,000.00	1,000.00	120.00	1,281.65	1,281.65	-281.65
001-00-344220	BOAT LAUNCH ANNUAL PERMIT	0.00	0.00	20.00	20.00	20.00	-20.00
001-00-344901	FLORIDA DOT	43,467.00	43,467.00	0.00	13,467.05	13,467.05	29,999.95
001-00-344910	IMPACT FEE- TRANSPORTATION	0.00	0.00	0.00	1,500.00	1,500.00	-1,500.00
001-00-347210	IMPACT FEE- PARKS & RECREATION	0.00	0.00	0.00	150.00	150.00	-150.00
001-00-349100	LIEN SEARCH FEE	1,000.00	1,000.00	140.00	1,845.00	1,845.00	-845.00
001-00-351100	COURT FINES	3,000.00	3,000.00	228.95	6,453.81	6,453.81	-3,453.81
001-00-352000	LIBRARY FINES/LOST BOOKS	1,500.00	1,500.00	182.00	2,647.85	2,647.85	-1,147.85
001-00-354100	VIOLATION OF LOCAL ORDINANCE	2,500.00	2,500.00	50.50	30,534.50	30,534.50	-28,034.50
001-00-361000	INTEREST AND OTHER EARNINGS	0.00	0.00	0.00	615.01	615.01	-615.01
001-00-361100	INTEREST INCOME	20,000.00	20,000.00	0.00	161,808.00	161,808.00	-141,808.00
001-00-364400	SALE OF EQUIPMENT	0.00	0.00	0.00	2,414.00	2,414.00	-2,414.00
001-00-369300	SETTLEMENTS (INSURANCE ACCIDENT...	0.00	0.00	0.00	786.78	786.78	-786.78
001-00-369900	MISCELLANEOUS REVENUE - OTHER	0.00	0.00	639.64	2,558.09	2,558.09	-2,558.09
001-00-381000	INTERFUND TRANSFER	606,528.00	606,528.00	0.00	0.00	0.00	606,528.00
001-00-389200	GRANTS - FEDERAL	439,900.00	439,900.00	0.00	0.00	0.00	439,900.00

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 08/31/2023

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-00-389400 GRANTS - OTHER SOURCES	329,000.00	329,000.00	5,000.00	6,000.00	6,000.00	323,000.00
Department: 00 - UNDESIGNATED Total:	5,401,870.00	5,401,870.00	49,206.39	3,744,123.22	3,744,123.22	1,657,746.78
Revenue Total:	5,401,870.00	5,401,870.00	49,206.39	3,744,123.22	3,744,123.22	1,657,746.78

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 08/31/2023

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense							
Activity: 51100 - LEGISLATIVE							
Department: 11 - MAYOR AND CITY COUNCIL							
001-11-51100-1210	SALARIES	19,200.00	19,200.00	1,350.00	14,155.00	14,155.00	5,045.00
001-11-51100-2110	SOCIAL SECURITY TAXES	1,190.00	1,190.00	83.70	877.61	877.61	312.39
001-11-51100-2410	WORKER'S COMPENSATION	600.00	600.00	0.00	246.32	246.32	353.68
001-11-51100-3000	MEDICARE INSURANCE	278.00	278.00	19.60	205.51	205.51	72.49
001-11-51100-3100	PROFESSIONAL SERVICES	10,000.00	10,000.00	0.00	0.00	3,200.00	6,800.00
001-11-51100-4010	TRAVEL & PER DIEM	12,500.00	12,500.00	4,452.86	10,420.54	11,202.54	1,297.46
001-11-51100-4676	FURNITURE/EQUIP. UNDER \$1000	500.00	500.00	0.00	0.00	0.00	500.00
001-11-51100-4810	TROPHIES AND AWARDS	850.00	850.00	112.51	271.20	271.20	578.80
001-11-51100-4930	TRAINING	4,000.00	4,000.00	0.00	3,043.63	3,043.63	956.37
001-11-51100-4940	ELECTION EXPENSES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-11-51100-5110	OFFICE SUPPLIES	250.00	250.00	0.00	123.04	123.04	126.96
001-11-51100-5280	LEAGUE OF CITIES DINNERS	1,000.00	1,000.00	132.00	730.00	730.00	270.00
001-11-51100-5290	OPERATING SUPPLIES	2,149.00	2,149.00	90.00	854.45	934.45	1,214.55
001-11-51100-5410	BOOKS, PUBS, SUBS & MEMBS	4,518.00	4,518.00	0.00	3,790.00	3,790.00	728.00
001-11-51100-5741	COMMUNITY EVENTS	5,000.00	5,000.00	0.00	5,980.02	5,980.02	-980.02
Department: 11 - MAYOR AND CITY COUNCIL Total:		63,035.00	63,035.00	6,240.67	40,697.32	44,759.32	18,275.68
Activity: 51100 - LEGISLATIVE Total:		63,035.00	63,035.00	6,240.67	40,697.32	44,759.32	18,275.68
Activity: 51200 - EXECUTIVE							
Department: 12 - CITY MANAGER							
001-12-51200-1110	EXECUTIVE SALARIES	0.00	0.00	0.00	-2,518.04	-2,518.04	2,518.04
001-12-51200-1210	SALARIES	96,955.00	96,955.00	4,620.01	66,176.08	66,176.08	30,778.92
001-12-51200-2110	SOCIAL SECURITY TAXES	6,011.00	6,011.00	286.45	3,946.85	3,946.85	2,064.15
001-12-51200-2210	RETIREMENT	13,574.00	13,574.00	277.21	3,641.98	3,641.98	9,932.02
001-12-51200-2310	EMPLOYEE INSURANCE	12,250.00	12,250.00	452.12	7,339.74	7,339.74	4,910.26
001-12-51200-2410	WORKER'S COMPENSATION	100.00	100.00	0.00	41.02	41.02	58.98
001-12-51200-3000	MEDICARE INSURANCE	1,406.00	1,406.00	67.02	923.32	923.32	482.68
001-12-51200-4010	TRAVEL & PER DIEM	6,100.00	6,100.00	1,437.02	2,737.08	3,201.94	2,898.06
001-12-51200-4612	FURNITURE/EQUIP. R & M	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-12-51200-4930	TRAINING	3,000.00	3,000.00	0.00	3,428.58	3,428.58	-428.58
001-12-51200-5110	OFFICE SUPPLIES	500.00	500.00	0.00	0.00	0.00	500.00
001-12-51200-5290	OPERATING SUPPLIES	500.00	500.00	0.00	1,205.27	1,245.27	-745.27
001-12-51200-5410	BOOKS, PUBS, SUBS & MEMBS	2,000.00	2,000.00	0.00	761.60	761.60	1,238.40
Department: 12 - CITY MANAGER Total:		143,396.00	143,396.00	7,139.83	87,683.48	88,188.34	55,207.66
Activity: 51200 - EXECUTIVE Total:		143,396.00	143,396.00	7,139.83	87,683.48	88,188.34	55,207.66
Activity: 51300 - FINANCE							
Department: 13 - ADMINISTRATIVE SERVICES							
001-13-51300-1210	SALARIES	55,010.00	55,010.00	4,240.36	50,349.10	50,349.10	4,660.90
001-13-51300-2110	SOCIAL SECURITY TAXES	3,411.00	3,411.00	262.34	3,115.01	3,115.01	295.99
001-13-51300-2210	RETIREMENT	7,701.00	7,701.00	544.18	6,460.28	6,460.28	1,240.72
001-13-51300-2310	EMPLOYEE INSURANCE	5,000.00	5,000.00	66.23	2,586.45	2,586.45	2,413.55
001-13-51300-2410	WORKER'S COMPENSATION	70.00	70.00	0.00	28.72	28.72	41.28
001-13-51300-3000	MEDICARE INSURANCE	798.00	798.00	61.37	728.68	728.68	69.32
001-13-51300-3210	ACCOUNTING AND AUDITING	24,230.00	24,230.00	0.00	18,767.00	18,767.00	5,463.00
001-13-51300-4010	TRAVEL & PER DIEM	2,500.00	2,500.00	0.00	1,374.56	1,374.56	1,125.44
001-13-51300-4710	PRINTING & BINDING	1,000.00	1,000.00	0.00	290.53	290.53	709.47
001-13-51300-4915	CREDIT CARD FEE EXPENSES	1,500.00	1,500.00	0.00	3,884.66	3,884.66	-2,384.66
001-13-51300-4921	BANK FEES	900.00	900.00	0.00	656.03	656.03	243.97
001-13-51300-4930	TRAINING	1,500.00	1,500.00	0.00	1,835.00	1,835.00	-335.00
001-13-51300-5290	OPERATING SUPPLIES	2,150.00	2,150.00	0.00	146.98	146.98	2,003.02
001-13-51300-5410	BOOKS, PUBS, SUBS & MEMBS	730.00	730.00	40.00	345.00	345.00	385.00
Department: 13 - ADMINISTRATIVE SERVICES Total:		106,500.00	106,500.00	5,214.48	90,568.00	90,568.00	15,932.00
Activity: 51300 - FINANCE Total:		106,500.00	106,500.00	5,214.48	90,568.00	90,568.00	15,932.00

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 08/31/2023

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Activity: 51310 - HUMAN RESOURCES							
Department: 13 - ADMINISTRATIVE SERVICES							
001-13-51310-1210	SALARIES	35,151.00	35,151.00	0.00	9,835.01	9,835.01	25,315.99
001-13-51310-2110	SOCIAL SECURITY TAXES	2,179.00	2,179.00	0.00	609.72	609.72	1,569.28
001-13-51310-2210	RETIREMENT	4,921.00	4,921.00	0.00	412.34	412.34	4,508.66
001-13-51310-2220	RETIRED EMPLOYEE LIFE INSURANCE	800.00	800.00	31.38	644.48	644.48	155.52
001-13-51310-2230	RETIRED EMPLOYEE DENTAL INSURA...	6,200.00	6,200.00	276.21	3,467.96	3,467.96	2,732.04
001-13-51310-2310	EMPLOYEE INSURANCE	6,250.00	6,250.00	179.17	2,646.20	2,646.20	3,603.80
001-13-51310-2410	WORKER'S COMPENSATION	50.00	50.00	0.00	20.52	20.52	29.48
001-13-51310-2510	UNEMPLOYMENT COMPENSATION	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
001-13-51310-3000	MEDICARE INSURANCE	510.00	510.00	0.00	142.49	142.49	367.51
001-13-51310-3100	PROFESSIONAL SERVICES	7,000.00	7,000.00	0.00	10,275.00	13,275.00	-6,275.00
001-13-51310-3130	MEDICAL SERVICES	200.00	200.00	0.00	0.00	0.00	200.00
001-13-51310-4010	TRAVEL & PER DIEM	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-13-51310-4015	RECRUITMENT	0.00	0.00	0.00	829.70	829.70	-829.70
001-13-51310-4540	EMPLOYEE APPRECIATION	2,000.00	2,000.00	65.19	1,662.11	1,662.11	337.89
001-13-51310-4710	PRINTING & BINDING	500.00	500.00	0.00	743.95	743.95	-243.95
001-13-51310-4930	TRAINING	3,750.00	3,750.00	0.00	0.00	0.00	3,750.00
001-13-51310-4934	TUITION	0.00	0.00	0.00	6,455.13	6,455.13	-6,455.13
001-13-51310-4946	LEGAL & RETAIL ADVERTISEMENTS	1,000.00	1,000.00	0.00	150.00	150.00	850.00
001-13-51310-5290	OPERATING SUPPLIES	500.00	500.00	0.00	301.93	301.93	198.07
001-13-51310-5410	BOOKS, PUBS, SUBS & MEMBS	750.00	750.00	0.00	100.00	100.00	650.00
Department: 13 - ADMINISTRATIVE SERVICES Total:		77,761.00	77,761.00	551.95	38,296.54	41,296.54	36,464.46
Activity: 51310 - HUMAN RESOURCES Total:		77,761.00	77,761.00	551.95	38,296.54	41,296.54	36,464.46
Activity: 51400 - LEGAL							
Department: 14 - CITY ATTORNEY							
001-14-51400-3111	LEGAL COUNSEL	0.00	80,000.00	0.00	20,073.60	20,073.60	59,926.40
Department: 14 - CITY ATTORNEY Total:		0.00	80,000.00	0.00	20,073.60	20,073.60	59,926.40
Activity: 51400 - LEGAL Total:		0.00	80,000.00	0.00	20,073.60	20,073.60	59,926.40
Activity: 51500 - PLANNING AND ZONING							
Department: 30 - COMMUNITY DEVELOPMENT							
001-30-51500-1210	SALARIES	73,954.00	73,954.00	2,234.72	26,060.69	26,060.69	47,893.31
001-30-51500-2110	SOCIAL SECURITY TAXES	4,585.00	4,585.00	138.32	1,613.17	1,613.17	2,971.83
001-30-51500-2210	RETIREMENT	10,353.00	10,353.00	66.20	568.92	568.92	9,784.08
001-30-51500-2310	EMPLOYEE INSURANCE	20,750.00	20,750.00	695.53	8,346.36	8,346.36	12,403.64
001-30-51500-2410	WORKER'S COMPENSATION	440.00	440.00	0.00	237.32	237.32	202.68
001-30-51500-3000	MEDICARE INSURANCE	1,072.00	1,072.00	32.35	377.43	377.43	694.57
001-30-51500-3100	PROFESSIONAL SERVICES	93,000.00	93,000.00	0.00	88,118.06	88,118.06	4,881.94
001-30-51500-4010	TRAVEL & PER DIEM	1,250.00	1,250.00	0.00	0.00	0.00	1,250.00
001-30-51500-4930	TRAINING	500.00	500.00	0.00	0.00	0.00	500.00
001-30-51500-4946	LEGAL & RETAIL ADVERTISEMENTS	1,000.00	1,000.00	0.00	540.48	540.48	459.52
001-30-51500-5110	OFFICE SUPPLIES	250.00	250.00	0.00	0.00	0.00	250.00
001-30-51500-5290	OPERATING SUPPLIES	100.00	100.00	0.00	898.07	898.07	-798.07
001-30-51500-5410	BOOKS, PUBS, SUBS & MEMBS	150.00	150.00	0.00	0.00	0.00	150.00
Department: 30 - COMMUNITY DEVELOPMENT Total:		207,404.00	207,404.00	3,167.12	126,760.50	126,760.50	80,643.50
Activity: 51500 - PLANNING AND ZONING Total:		207,404.00	207,404.00	3,167.12	126,760.50	126,760.50	80,643.50
Activity: 51600 - NON-COURT INFORMATION SYSTEMS							
Department: 16 - CITY CLERK							
001-16-51600-1210	SALARIES	71,285.00	71,285.00	5,710.40	47,681.84	47,681.84	23,603.16
001-16-51600-1310	PART-TIME SALARIES	0.00	0.00	0.00	4,944.00	4,944.00	-4,944.00
001-16-51600-2110	SOCIAL SECURITY TAXES	4,420.00	4,420.00	300.12	2,831.40	2,831.40	1,588.60
001-16-51600-2210	RETIREMENT	9,980.00	9,980.00	799.46	1,598.92	1,598.92	8,381.08
001-16-51600-2310	EMPLOYEE INSURANCE	17,000.00	17,000.00	1,897.23	17,978.11	17,978.11	-978.11
001-16-51600-2410	WORKER'S COMPENSATION	100.00	100.00	0.00	41.04	41.04	58.96
001-16-51600-3000	MEDICARE INSURANCE	1,034.00	1,034.00	70.20	662.27	662.27	371.73
001-16-51600-3100	PROFESSIONAL SERVICES	2,500.00	2,500.00	62.52	643.32	723.32	1,776.68
001-16-51600-4010	TRAVEL & PER DIEM	2,000.00	2,000.00	902.88	5,070.59	5,608.01	-3,608.01

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 08/31/2023

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-16-51600-4510	NOTARY INSURANCE	50.00	50.00	0.00	0.00	0.00	50.00
001-16-51600-4710	PRINTING & BINDING	500.00	500.00	0.00	62.99	62.99	437.01
001-16-51600-4930	TRAINING	1,500.00	1,500.00	150.00	1,362.00	1,362.00	138.00
001-16-51600-4946	LEGAL & RETAIL ADVERTISEMENTS	8,700.00	8,700.00	0.00	1,754.12	2,107.93	6,592.07
001-16-51600-5110	OFFICE SUPPLIES	1,612.00	1,612.00	5.72	422.22	422.22	1,189.78
001-16-51600-5290	OPERATING SUPPLIES	500.00	500.00	39.99	234.00	234.00	266.00
001-16-51600-5410	BOOKS, PUBS, SUBS & MEMBS	1,000.00	1,000.00	0.00	556.10	741.10	258.90
001-16-51600-5416	CODIFICATION	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00
Department: 16 - CITY CLERK Total:		125,681.00	125,681.00	9,938.52	85,842.92	86,999.15	38,681.85
Activity: 51600 - NON-COURT INFORMATION SYSTEMS Total:		125,681.00	125,681.00	9,938.52	85,842.92	86,999.15	38,681.85
Activity: 51610 - INFORMATION TECHNOLOGY							
Department: 13 - ADMINISTRATIVE SERVICES							
001-13-51610-3100	PROFESSIONAL SERVICES	23,900.00	23,900.00	5,923.39	24,743.61	24,743.61	-843.61
001-13-51610-4110	TELEPHONE & INTERNET	15,000.00	15,000.00	387.77	16,017.09	16,017.09	-1,017.09
001-13-51610-4655	COMPUTER HARDWARE & SOFTWARE...	64,945.00	64,945.00	1,053.66	69,024.13	70,329.13	-5,384.13
001-13-51610-4660	COPIER MAINTENANCE	6,000.00	7,500.00	0.00	5,805.71	7,389.61	110.39
001-13-51610-5110	OFFICE SUPPLIES	500.00	500.00	0.00	0.00	0.00	500.00
001-13-51610-6400	COMPUTER SOFTWARE & EQUIPMENT	50,000.00	48,500.00	1,397.50	29,818.93	29,818.93	18,681.07
Department: 13 - ADMINISTRATIVE SERVICES Total:		160,345.00	160,345.00	8,762.32	145,409.47	148,298.37	12,046.63
Activity: 51610 - INFORMATION TECHNOLOGY Total:		160,345.00	160,345.00	8,762.32	145,409.47	148,298.37	12,046.63
Activity: 51900 - GENERAL GOVERNMENT							
Department: 99 - NON DEPARTMENTAL							
001-99-51900-3100	PROFESSIONAL SERVICES	0.00	0.00	0.00	892.50	892.50	-892.50
001-99-51900-4100	POSTAGE & SHIPPING	2,000.00	2,000.00	0.00	2,176.61	2,176.61	-176.61
001-99-51900-4520	LIABILITY INSURANCE	38,024.00	38,024.00	0.00	40,888.00	40,888.00	-2,864.00
001-99-51900-4906	OTHER EXPENDITURES	0.00	0.00	0.00	48.25	48.25	-48.25
001-99-51900-5110	OFFICE SUPPLIES	4,500.00	4,500.00	113.15	1,221.85	1,395.12	3,104.88
001-99-51900-5410	BOOKS, PUBS, SUBS & MEMBS	900.00	900.00	0.00	369.00	369.00	531.00
Department: 99 - NON DEPARTMENTAL Total:		45,424.00	45,424.00	113.15	45,596.21	45,769.48	-345.48
Activity: 51900 - GENERAL GOVERNMENT Total:		45,424.00	45,424.00	113.15	45,596.21	45,769.48	-345.48
Activity: 51910 - FACILITIES							
Department: 50 - PUBLIC WORKS							
001-50-51910-1210	SALARIES	25,929.00	25,929.00	1,388.40	17,253.01	17,253.01	8,675.99
001-50-51910-1410	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
001-50-51910-2110	SOCIAL SECURITY TAXES	1,608.00	1,608.00	85.60	1,059.87	1,059.87	548.13
001-50-51910-2210	RETIREMENT	3,630.00	3,630.00	136.15	1,368.90	1,368.90	2,261.10
001-50-51910-2310	EMPLOYEE INSURANCE	8,430.00	8,430.00	398.02	5,182.65	5,182.65	3,247.35
001-50-51910-2410	WORKER'S COMPENSATION	3,022.00	3,022.00	0.00	1,419.20	1,419.20	1,602.80
001-50-51910-3000	MEDICARE INSURANCE	376.00	376.00	20.02	247.92	247.92	128.08
001-50-51910-3100	PROFESSIONAL SERVICES	9,400.00	9,400.00	5,585.00	19,219.30	19,219.30	-9,819.30
001-50-51910-4010	TRAVEL & PER DIEM	500.00	500.00	0.00	0.00	0.00	500.00
001-50-51910-4310	ELECTRICITY	19,870.00	19,870.00	1,935.84	14,117.49	14,117.49	5,752.51
001-50-51910-4320	WATER	7,500.00	7,500.00	1,105.34	6,788.84	6,788.84	711.16
001-50-51910-4330	SOLID WASTE	4,000.00	4,000.00	223.76	2,427.94	2,427.94	1,572.06
001-50-51910-4340	NATURAL GAS	1,500.00	1,500.00	19.85	729.25	729.25	770.75
001-50-51910-4410	EQUIPMENT RENTAL	1,000.00	1,000.00	0.00	33.00	33.00	967.00
001-50-51910-4521	PROPERTY INSURANCE	12,300.00	12,300.00	0.00	12,332.00	12,332.00	-32.00
001-50-51910-4522	VEHICLE INSURANCE	700.00	700.00	0.00	862.25	862.25	-162.25
001-50-51910-4610	VEHICLE R & M	1,000.00	1,000.00	2.88	970.63	970.63	29.37
001-50-51910-4611	BUILDING R & M	20,000.00	20,000.00	89.78	16,242.37	16,242.37	3,757.63
001-50-51910-4612	FURNITURE/EQUIP. R & M	500.00	500.00	0.00	282.86	422.82	77.18
001-50-51910-4615	FENCING AND LANDSCAPING	52,000.00	52,000.00	0.00	758.72	758.72	51,241.28
001-50-51910-4635	PARKING AREA MARKING R & M	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
001-50-51910-4930	TRAINING	1,000.00	1,000.00	46.36	422.74	422.74	577.26
001-50-51910-5110	OFFICE SUPPLIES	250.00	250.00	87.47	286.67	286.67	-36.67
001-50-51910-5210	FUEL, OIL, & LUBRICANTS	5,000.00	5,000.00	0.00	1,681.29	1,681.29	3,318.71
001-50-51910-5220	UNIFORMS	400.00	400.00	0.00	772.34	772.34	-372.34

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 08/31/2023

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-50-51910-5221	PERSONAL PROTECTIVE EQUIPMENT	1,000.00	1,000.00	0.00	464.31	464.31	535.69
001-50-51910-5230	JANITORIAL SUPPLIES	4,000.00	4,000.00	135.26	825.85	825.85	3,174.15
001-50-51910-5231	SEASONAL DECORATIONS	2,500.00	2,500.00	0.00	0.00	13,844.50	-11,344.50
001-50-51910-5240	CHEMICALS	500.00	500.00	0.00	12.48	12.48	487.52
001-50-51910-5260	TOOLS	500.00	500.00	59.99	572.97	572.97	-72.97
001-50-51910-5270	MACHINERY & EQUIPMENT	3,000.00	3,000.00	0.00	1,853.24	1,853.24	1,146.76
001-50-51910-5290	OPERATING SUPPLIES	1,000.00	1,000.00	369.96	2,605.24	2,605.24	-1,605.24
001-50-51910-5410	BOOKS, PUBS, SUBS & MEMBS	100.00	100.00	-50.00	25.00	25.00	75.00
001-50-51910-6210	BUILDINGS	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00
001-50-51910-6310	INFRASTRUCTURE	35,000.00	35,000.00	0.00	0.00	0.00	35,000.00
Department: 50 - PUBLIC WORKS Total:		383,015.00	383,015.00	11,639.68	110,818.33	124,802.79	258,212.21
Activity: 51910 - FACILITIES Total:		383,015.00	383,015.00	11,639.68	110,818.33	124,802.79	258,212.21
Activity: 52100 - LAW ENFORCEMENT							
Department: 20 - PUBLIC SAFETY							
001-20-52100-3405	CONTRACT FOR SERVICES	252,025.00	252,025.00	21,002.08	231,022.88	231,022.88	21,002.12
Department: 20 - PUBLIC SAFETY Total:		252,025.00	252,025.00	21,002.08	231,022.88	231,022.88	21,002.12
Activity: 52100 - LAW ENFORCEMENT Total:		252,025.00	252,025.00	21,002.08	231,022.88	231,022.88	21,002.12
Activity: 52200 - FIRE							
Department: 20 - PUBLIC SAFETY							
001-20-52200-3405	CONTRACT FOR SERVICES	1,079,498.00	1,079,498.00	0.00	809,623.26	809,623.26	269,874.74
001-20-52200-4710	PRINTING & BINDING	0.00	0.00	0.00	181.76	181.76	-181.76
Department: 20 - PUBLIC SAFETY Total:		1,079,498.00	1,079,498.00	0.00	809,805.02	809,805.02	269,692.98
Activity: 52200 - FIRE Total:		1,079,498.00	1,079,498.00	0.00	809,805.02	809,805.02	269,692.98
Activity: 52400 - CODE COMPLIANCE							
Department: 30 - COMMUNITY DEVELOPMENT							
001-30-52400-1210	SALARIES	39,283.00	39,283.00	2,574.32	30,612.09	30,612.09	8,670.91
001-30-52400-2110	SOCIAL SECURITY TAXES	2,436.00	2,436.00	158.76	1,888.12	1,888.12	547.88
001-30-52400-2210	RETIREMENT	5,500.00	5,500.00	231.68	1,991.20	1,991.20	3,508.80
001-30-52400-2310	EMPLOYEE INSURANCE	10,800.00	10,800.00	746.54	8,640.25	8,640.25	2,159.75
001-30-52400-2410	WORKER'S COMPENSATION	1,130.00	1,130.00	0.00	474.64	474.64	655.36
001-30-52400-3000	MEDICARE INSURANCE	570.00	570.00	37.14	441.69	441.69	128.31
001-30-52400-4010	TRAVEL & PER DIEM	1,250.00	1,250.00	0.00	0.00	0.00	1,250.00
001-30-52400-4110	TELEPHONE & INTERNET	160.00	160.00	40.01	684.24	684.24	-524.24
001-30-52400-4522	VEHICLE INSURANCE	504.00	504.00	0.00	901.00	901.00	-397.00
001-30-52400-4610	VEHICLE R & M	500.00	500.00	0.00	133.15	133.15	366.85
001-30-52400-4710	PRINTING & BINDING	400.00	400.00	0.00	0.00	0.00	400.00
001-30-52400-4906	OTHER CHARGES	200.00	200.00	0.00	0.00	0.00	200.00
001-30-52400-4930	TRAINING	500.00	500.00	0.00	824.00	824.00	-324.00
001-30-52400-5110	OFFICE SUPPLIES	150.00	150.00	0.00	19.87	19.87	130.13
001-30-52400-5210	FUEL, OIL, & LUBRICANTS	1,200.00	1,200.00	0.00	388.42	388.42	811.58
001-30-52400-5220	UNIFORMS	650.00	650.00	0.00	100.51	100.51	549.49
001-30-52400-5221	PERSONAL PROTECTIVE EQUIPMENT	100.00	100.00	0.00	0.00	0.00	100.00
001-30-52400-5295	OPERATING SUPPLIES/JANITORIAL	300.00	300.00	0.00	25.85	25.85	274.15
001-30-52400-5410	BOOKS, PUBS, SUBS & MEMBS	150.00	150.00	0.00	0.00	0.00	150.00
Department: 30 - COMMUNITY DEVELOPMENT Total:		65,783.00	65,783.00	3,788.45	47,125.03	47,125.03	18,657.97
Activity: 52400 - CODE COMPLIANCE Total:		65,783.00	65,783.00	3,788.45	47,125.03	47,125.03	18,657.97
Activity: 52410 - BUILDING							
Department: 30 - COMMUNITY DEVELOPMENT							
001-30-52410-1210	SALARIES	37,239.00	37,239.00	1,866.96	21,687.30	21,687.30	15,551.70
001-30-52410-2110	SOCIAL SECURITY TAXES	2,314.00	2,314.00	115.62	1,342.95	1,342.95	971.05
001-30-52410-2210	RETIREMENT	5,226.00	5,226.00	33.10	284.45	284.45	4,941.55
001-30-52410-2310	EMPLOYEE INSURANCE	10,950.00	10,950.00	564.07	7,087.22	7,087.22	3,862.78
001-30-52410-2410	WORKER'S COMPENSATION	230.00	230.00	0.00	79.11	79.11	150.89
001-30-52410-3000	MEDICARE INSURANCE	541.00	541.00	27.04	313.93	313.93	227.07
001-30-52410-3100	PROFESSIONAL SERVICES	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00
001-30-52410-4010	TRAVEL & PER DIEM	500.00	500.00	0.00	0.00	0.00	500.00
001-30-52410-4906	OTHER CHARGES	500.00	500.00	0.00	0.00	0.00	500.00

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 08/31/2023

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-30-52410-4930	TRAINING	250.00	250.00	0.00	0.00	0.00	250.00
001-30-52410-4946	LEGAL & RETAIL ADVERTISEMENTS	300.00	300.00	0.00	0.00	0.00	300.00
001-30-52410-5110	OFFICE SUPPLIES	100.00	100.00	0.00	0.00	0.00	100.00
001-30-52410-5290	OPERATING SUPPLIES	100.00	100.00	0.00	0.00	0.00	100.00
001-30-52410-5410	BOOKS, PUBS, SUBS & MEMBS	250.00	250.00	0.00	0.00	0.00	250.00
Department: 30 - COMMUNITY DEVELOPMENT Total:		138,500.00	138,500.00	2,606.79	30,794.96	30,794.96	107,705.04
Activity: 52410 - BUILDING Total:		138,500.00	138,500.00	2,606.79	30,794.96	30,794.96	107,705.04
Activity: 53800 - STORMWATER							
Department: 50 - PUBLIC WORKS							
001-50-53800-1210	SALARIES	51,858.00	51,858.00	2,776.78	34,505.63	34,505.63	17,352.37
001-50-53800-1410	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
001-50-53800-2110	SOCIAL SECURITY TAXES	3,215.00	3,215.00	171.21	2,120.18	2,120.18	1,094.82
001-50-53800-2210	RETIREMENT	7,260.00	7,260.00	272.20	2,737.01	2,737.01	4,522.99
001-50-53800-2310	EMPLOYEE INSURANCE	16,860.00	16,860.00	796.03	10,365.18	10,365.18	6,494.82
001-50-53800-2410	WORKER'S COMPENSATION	6,044.00	6,044.00	0.00	2,838.40	2,838.40	3,205.60
001-50-53800-3000	MEDICARE INSURANCE	752.00	752.00	40.03	495.65	495.65	256.35
001-50-53800-3100	Professional Services	100,000.00	100,000.00	4,832.50	11,793.75	11,793.75	88,206.25
001-50-53800-4010	TRAVEL & PER DIEM	500.00	500.00	0.00	0.00	0.00	500.00
001-50-53800-4522	VEHICLE INSURANCE	700.00	700.00	0.00	862.25	862.25	-162.25
001-50-53800-4615	FENCING AND LANDSCAPING	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
001-50-53800-4637	CURBS/GUTTERS/STORM DRAINS R&M	500.00	500.00	0.00	0.00	0.00	500.00
001-50-53800-5220	UNIFORMS	250.00	250.00	0.00	0.00	0.00	250.00
001-50-53800-5295	OPERATING SUPPLIES/JANITORIAL	250.00	250.00	0.00	0.00	0.00	250.00
001-50-53800-5410	BOOKS, PUBS, SUBS & MEMBS	250.00	250.00	0.00	0.00	0.00	250.00
001-50-53800-6310	INFRASTRUCTURE	439,900.00	439,900.00	14,346.21	39,301.21	39,301.21	400,598.79
Department: 50 - PUBLIC WORKS Total:		631,339.00	631,339.00	23,234.96	105,019.26	105,019.26	526,319.74
Activity: 53800 - STORMWATER Total:		631,339.00	631,339.00	23,234.96	105,019.26	105,019.26	526,319.74
Activity: 54100 - STREETS							
Department: 14 - CITY ATTORNEY							
001-14-54100-3111	LEGAL COUNSEL	80,000.00	0.00	0.00	0.00	0.00	0.00
Department: 14 - CITY ATTORNEY Total:		80,000.00	0.00	0.00	0.00	0.00	0.00
Department: 41 - MAINTENANCE DEPARTMENT							
001-41-54100-5260	TOOLS	0.00	0.00	37.98	37.98	37.98	-37.98
Department: 41 - MAINTENANCE DEPARTMENT Total:		0.00	0.00	37.98	37.98	37.98	-37.98
Department: 50 - PUBLIC WORKS							
001-50-54100-1210	SALARIES	51,858.00	51,858.00	2,776.78	34,691.15	34,691.15	17,166.85
001-50-54100-1410	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
001-50-54100-2110	SOCIAL SECURITY TAXES	3,215.00	3,215.00	171.21	2,120.18	2,120.18	1,094.82
001-50-54100-2210	RETIREMENT	7,260.00	7,260.00	272.20	2,737.01	2,737.01	4,522.99
001-50-54100-2310	EMPLOYEE INSURANCE	16,860.00	16,860.00	796.03	10,365.16	10,365.16	6,494.84
001-50-54100-2410	WORKER'S COMPENSATION	6,044.00	6,044.00	0.00	2,838.40	2,838.40	3,205.60
001-50-54100-3000	MEDICARE INSURANCE	752.00	752.00	40.03	495.65	495.65	256.35
001-50-54100-3100	PROFESSIONAL SERVICES	174,000.00	174,000.00	2,668.58	11,742.57	11,742.57	162,257.43
001-50-54100-4010	TRAVEL & PER DIEM	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-54100-4110	TELEPHONE & INTERNET	240.00	240.00	0.00	0.00	0.00	240.00
001-50-54100-4310	ELECTRICITY	57,070.00	57,070.00	4,540.63	46,246.08	46,246.08	10,823.92
001-50-54100-4320	WATER	500.00	500.00	60.52	302.60	302.60	197.40
001-50-54100-4330	Solid Waste	0.00	0.00	162.65	2,337.90	4,185.88	-4,185.88
001-50-54100-4410	EQUIPMENT RENTAL	2,500.00	2,500.00	132.86	478.08	500.00	2,000.00
001-50-54100-4522	VEHICLE INSURANCE	700.00	700.00	0.00	1,722.50	1,722.50	-1,022.50
001-50-54100-4610	VEHICLE R & M	750.00	750.00	51.47	2,723.18	2,967.18	-2,217.18
001-50-54100-4615	FENCING AND LANDSCAPING	216,000.00	216,000.00	48.43	2,922.80	2,922.80	213,077.20
001-50-54100-4623	HEAVY EQUIPMENT R & M	10,000.00	10,000.00	18,512.55	22,395.96	23,647.42	-13,647.42
001-50-54100-4631	STREET REPAVING	25,000.00	25,000.00	77.30	716.10	716.10	24,283.90
001-50-54100-4636	TRAFFIC CONTROL/SIGNS R&M	5,000.00	5,000.00	863.98	1,850.52	3,239.02	1,760.98
001-50-54100-4906	OTHER CHARGES	0.00	0.00	0.00	393.08	393.08	-393.08
001-50-54100-4930	TRAINING	300.00	300.00	0.00	0.00	0.00	300.00

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 08/31/2023

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-50-54100-5110	OFFICE SUPPLIES	100.00	100.00	0.00	0.00	0.00	100.00
001-50-54100-5210	FUEL, OIL, & LUBRICANTS	3,500.00	3,500.00	69.00	2,372.41	2,372.41	1,127.59
001-50-54100-5220	UNIFORMS	500.00	500.00	0.00	0.00	0.00	500.00
001-50-54100-5221	PERSONAL PROTECTIVE EQUIPMENT	500.00	500.00	12.97	258.18	258.18	241.82
001-50-54100-5240	CHEMICALS	0.00	0.00	0.00	108.04	108.04	-108.04
001-50-54100-5260	TOOLS	500.00	500.00	0.00	282.82	282.82	217.18
001-50-54100-5270	MACHINERY & EQUIPMENT	1,250.00	1,250.00	223.00	1,920.93	1,920.93	-670.93
001-50-54100-5290	OPERATING SUPPLIES	1,000.00	1,000.00	0.00	1,656.58	1,656.58	-656.58
001-50-54100-5410	BOOKS, PUBS, SUBS & MEMBS	100.00	100.00	0.00	67.86	67.86	32.14
001-50-54100-6310	INFRASTRUCTURE	956,528.00	956,528.00	8,341.12	26,087.62	26,087.62	930,440.38
001-50-54100-6410	MACHINERY & EQUIPMENT	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00
Department: 50 - PUBLIC WORKS Total:		1,593,527.00	1,593,527.00	39,821.31	179,833.36	184,587.22	1,408,939.78
Activity: 54100 - STREETS Total:		1,673,527.00	1,593,527.00	39,859.29	179,871.34	184,625.20	1,408,901.80

Activity: 56200 - ANIMAL CONTROL

Department: 30 - COMMUNITY DEVELOPMENT

001-30-56200-3410	ANIMAL CONTROL	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
Department: 30 - COMMUNITY DEVELOPMENT Total:		5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
Activity: 56200 - ANIMAL CONTROL Total:		5,000.00	5,000.00	0.00	0.00	0.00	5,000.00

Activity: 57100 - LIBRARY

Department: 71 - LIBRARY

001-71-57100-1210	SALARIES	236,803.00	236,803.00	18,338.40	213,209.40	213,209.40	23,593.60
001-71-57100-1310	SALARIES - PART TIME	33,532.00	33,532.00	2,651.73	27,336.73	27,336.73	6,195.27
001-71-57100-2110	SOCIAL SECURITY TAXES	16,761.00	16,761.00	1,261.62	14,494.99	14,494.99	2,266.01
001-71-57100-2210	RETIREMENT	33,152.00	33,152.00	2,567.36	25,738.40	25,738.40	7,413.60
001-71-57100-2310	EMPLOYEE INSURANCE	63,300.00	63,300.00	3,584.35	40,393.24	40,393.24	22,906.76
001-71-57100-2410	WORKER'S COMPENSATION	700.00	700.00	0.00	287.35	287.35	412.65
001-71-57100-3000	MEDICARE INSURANCE	486.00	486.00	295.06	3,389.92	3,389.92	-2,903.92
001-71-57100-3100	PROFESSIONAL SERVICES	0.00	0.00	0.00	425.00	425.00	-425.00
001-71-57100-4010	TRAVEL & PER DIEM	1,200.00	1,200.00	0.00	563.69	563.69	636.31
001-71-57100-4100	POSTAGE & SHIPPING	200.00	200.00	0.00	0.00	0.00	200.00
001-71-57100-4612	FURNITURE/EQUIP. R & M	500.00	500.00	0.00	192.68	192.68	307.32
001-71-57100-4710	PRINTING & BINDING	600.00	600.00	0.00	400.00	400.00	200.00
001-71-57100-4925	PROGRAM EXPENSES	1,900.00	1,900.00	816.01	1,895.79	1,895.79	4.21
001-71-57100-5110	OFFICE SUPPLIES	3,000.00	3,000.00	41.11	1,283.52	1,283.52	1,716.48
001-71-57100-5295	OPERATING SUPPLIES/JANITORIAL	0.00	0.00	0.00	102.98	102.98	-102.98
001-71-57100-5410	BOOKS, PUBS, SUBS & MEMBS	12,000.00	12,000.00	706.29	8,574.81	8,574.81	3,425.19
001-71-57100-5415	LIBRARY BOOK LEASES	7,000.00	7,000.00	0.00	6,473.88	6,473.88	526.12
001-71-57100-5417	LIBRARY E-BOOK LEASES	9,000.00	9,000.00	2,500.16	5,491.56	8,491.56	508.44
001-71-57100-5420	MEMBERSHIPS	1,000.00	1,000.00	34.74	773.84	1,014.94	-14.94
Department: 71 - LIBRARY Total:		421,134.00	421,134.00	32,796.83	351,027.78	354,268.88	66,865.12
Activity: 57100 - LIBRARY Total:		421,134.00	421,134.00	32,796.83	351,027.78	354,268.88	66,865.12

Activity: 57200 - PARKS

Department: 50 - PUBLIC WORKS

001-50-57200-1210	SALARIES	129,645.00	129,645.00	6,942.04	86,264.07	86,264.07	43,380.93
001-50-57200-1410	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
001-50-57200-2110	SOCIAL SECURITY TAXES	8,038.00	8,038.00	428.00	5,299.15	5,299.15	2,738.85
001-50-57200-2210	RETIREMENT	18,150.00	18,150.00	680.49	6,842.60	6,842.60	11,307.40
001-50-57200-2310	EMPLOYEE INSURANCE	42,150.00	42,150.00	1,990.09	29,204.48	29,204.48	12,945.52
001-50-57200-2410	WORKER'S COMPENSATION	15,111.00	15,111.00	0.00	7,216.00	7,216.00	7,895.00
001-50-57200-3000	MEDICARE INSURANCE	1,880.00	1,880.00	100.09	1,239.37	1,239.37	640.63
001-50-57200-3100	PROFESSIONAL SERVICES	0.00	0.00	3,729.00	11,829.00	11,829.00	-11,829.00
001-50-57200-4010	TRAVEL & PER DIEM	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-57200-4310	ELECTRICITY	4,000.00	4,000.00	366.66	3,691.88	3,691.88	308.12
001-50-57200-4320	WATER	3,800.00	3,800.00	467.03	2,750.70	2,750.70	1,049.30
001-50-57200-4330	SOLID WASTE	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
001-50-57200-4521	PROPERTY INSURANCE	5,700.00	5,700.00	0.00	6,064.00	6,064.00	-364.00
001-50-57200-4522	VEHICLE INSURANCE	700.00	700.00	0.00	0.00	0.00	700.00

Budget vs Actuals
For Fiscal: 2022-2023 Period Ending: 08/31/2023

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-50-57200-4611	BUILDING R & M	5,000.00	5,000.00	0.00	108.36	108.36	4,891.64
001-50-57200-4612	FURNITURE/EQUIP. R & M	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-57200-4615	FENCING AND LANDSCAPING	2,500.00	2,500.00	2,484.57	17,792.64	19,092.64	-16,592.64
001-50-57200-5110	OFFICE SUPPLIES	250.00	250.00	0.00	0.00	0.00	250.00
001-50-57200-5210	FUEL, OIL, & LUBRICANTS	500.00	500.00	96.00	2,142.58	2,142.58	-1,642.58
001-50-57200-5220	UNIFORMS	400.00	400.00	0.00	0.00	0.00	400.00
001-50-57200-5270	MACHINERY & EQUIPMENT	500.00	500.00	483.01	1,774.46	1,774.46	-1,274.46
001-50-57200-5290	OPERATING SUPPLIES	0.00	0.00	0.00	432.73	432.73	-432.73
001-50-57200-5295	OPERATING SUPPLIES/JANITORIAL	2,500.00	2,500.00	116.08	1,553.57	1,553.57	946.43
001-50-57200-5410	BOOKS, PUBS, SUBS & MEMBS	250.00	250.00	0.00	0.00	0.00	250.00
001-50-57200-6310	INFRASTRUCTURE	407,000.00	407,000.00	321,356.45	330,628.45	330,628.45	76,371.55
Department: 50 - PUBLIC WORKS Total:		654,574.00	654,574.00	339,239.51	514,834.04	516,134.04	138,439.96
Activity: 57200 - PARKS Total:		654,574.00	654,574.00	339,239.51	514,834.04	516,134.04	138,439.96
Expense Total:		6,233,941.00	6,233,941.00	515,295.63	3,061,246.68	3,096,311.36	3,137,629.64
Fund: 001 - GENERAL FUND Surplus (Deficit):		-832,071.00	-832,071.00	-466,089.24	682,876.54	647,811.86	-1,479,882.86

Budget vs Actuals

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 101 - DISCRETIONARY SALES SURTAX							
Revenue							
Department: 00 - UNDESIGNATED							
101-00-312600	DISCRETIONARY SALES SURTAXES	400,000.00	400,000.00	0.00	342,059.10	342,059.10	57,940.90
101-00-361100	INTEREST INCOME	0.00	0.00	0.00	50,338.43	50,338.43	-50,338.43
Department: 00 - UNDESIGNATED Total:		400,000.00	400,000.00	0.00	392,397.53	392,397.53	7,602.47
Revenue Total:		400,000.00	400,000.00	0.00	392,397.53	392,397.53	7,602.47

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 08/31/2023

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Activity: 58100 - INTERFUND TRANSFER						
Department: 99 - NON DEPARTMENTAL						
101-99-58100-9001 INTERFUND TRANSFER	606,528.00	606,528.00	0.00	0.00	0.00	606,528.00
Department: 99 - NON DEPARTMENTAL Total:	606,528.00	606,528.00	0.00	0.00	0.00	606,528.00
Activity: 58100 - INTERFUND TRANSFER Total:	606,528.00	606,528.00	0.00	0.00	0.00	606,528.00
Expense Total:	606,528.00	606,528.00	0.00	0.00	0.00	606,528.00
Fund: 101 - DISCRETIONARY SALES SURTAX Surplus (Deficit):	-206,528.00	-206,528.00	0.00	392,397.53	392,397.53	-598,925.53

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 08/31/2023

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 410 - WATER/SEWER FUND							
Revenue							
Department: 00 - UNDESIGNATED							
410-00-343310	WATER UTIL REVENUE-OPER INCOME	1,200,000.00	1,200,000.00	106,051.68	1,102,798.41	1,102,798.41	97,201.59
410-00-343320	WATER UTIL - PENALTIES	15,000.00	15,000.00	1,886.41	24,924.11	24,924.11	-9,924.11
410-00-343340	BACKFLOW PREVENTER INSPECTION F...	6,700.00	6,700.00	3,500.00	7,650.00	7,650.00	-950.00
410-00-343351	TURN-ON & CUT-OFF FEES	12,000.00	12,000.00	510.00	6,120.00	6,120.00	5,880.00
410-00-343510	SEWER UTIL REV - OPER INCOME	1,700,000.00	1,700,000.00	151,248.34	1,562,830.89	1,562,830.89	137,169.11
410-00-343520	SEWER UTILITY PENALTIES	15,000.00	15,000.00	1,457.31	16,592.55	16,592.55	-1,592.55
410-00-343550	SEWER UTIL REVENUE-TAP FEES	0.00	0.00	0.00	2,500.00	2,500.00	-2,500.00
410-00-343611	IMPACT FEES WATER	0.00	0.00	0.00	400.00	400.00	-400.00
410-00-343612	IMPACT FEES SEWER	0.00	0.00	0.00	400.00	400.00	-400.00
410-00-359000	OTHER REVENUE & RETURN CHECKS	200.00	200.00	20.00	4,102.31	4,102.31	-3,902.31
410-00-361000	INTEREST AND OTHER EARNINGS	10,000.00	10,000.00	0.00	144,709.98	144,709.98	-134,709.98
410-00-369300	SETTLEMENTS (INSURANCE ACCIDENT...	0.00	0.00	0.00	116,906.80	116,906.80	-116,906.80
410-00-369600	LEASE/RENTAL ELEVATED TANK REV	184,597.00	184,597.00	15,922.75	173,193.03	173,193.03	11,403.97
410-00-369900	MISCELLANEOUS REVENUE - OTHER	0.00	0.00	1.00	899.26	899.26	-899.26
410-00-384000	REVENUE FROM OTHER SOURCES	1,870,322.00	1,870,322.00	0.00	0.00	0.00	1,870,322.00
410-00-384100	CDBG ADMINISTRATION	700,000.00	700,000.00	0.00	0.00	0.00	700,000.00
410-00-389200	GRANTS - FEDERAL	610,393.00	610,393.00	0.00	0.00	0.00	610,393.00
410-00-389300	GRANTS AND DONATIONS - STATE	1,000,000.00	1,000,000.00	0.00	0.00	0.00	1,000,000.00
Department: 00 - UNDESIGNATED Total:		7,324,212.00	7,324,212.00	280,597.49	3,164,027.34	3,164,027.34	4,160,184.66
Revenue Total:		7,324,212.00	7,324,212.00	280,597.49	3,164,027.34	3,164,027.34	4,160,184.66

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 08/31/2023

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense							
Activity: 51700 - DEBT SERVICE PAYMENT							
Department: 99 - NON DEPARTMENTAL							
410-99-51700-7220	SRF LOAN INTEREST	0.00	0.00	0.00	1,732.38	1,732.38	-1,732.38
Department: 99 - NON DEPARTMENTAL Total:		0.00	0.00	0.00	1,732.38	1,732.38	-1,732.38
Activity: 51700 - DEBT SERVICE PAYMENT Total:		0.00	0.00	0.00	1,732.38	1,732.38	-1,732.38
Activity: 53300 - WATER							
Department: 50 - PUBLIC WORKS							
410-50-53300-1210	SALARIES	93,889.00	93,889.00	7,107.64	83,659.41	83,659.41	10,229.59
410-50-53300-2110	SOCIAL SECURITY TAXES	5,821.00	5,821.00	424.07	5,019.20	5,019.20	801.80
410-50-53300-2210	RETIREMENT	13,144.00	13,144.00	641.34	7,381.49	7,381.49	5,762.51
410-50-53300-2310	EMPLOYEE INSURANCE	17,900.00	17,900.00	1,437.87	17,355.04	17,355.04	544.96
410-50-53300-2410	WORKER'S COMPENSATION	140.00	140.00	0.00	57.48	57.48	82.52
410-50-53300-3000	MEDICARE INSURANCE	1,361.00	1,361.00	99.21	1,173.93	1,173.93	187.07
410-50-53300-3100	PROFESSIONAL SERVICES	115,390.00	115,390.00	4,832.50	4,832.50	4,832.50	110,557.50
410-50-53300-3150	ENGINEERING, CONSULTING SERVICES	25,000.00	25,000.00	0.00	5,994.00	5,994.00	19,006.00
410-50-53300-3210	ACCOUNTING AND AUDITING	11,115.00	11,115.00	0.00	9,647.50	9,647.50	1,467.50
410-50-53300-3405	CONTRACT FOR SERVICES	831,423.00	831,423.00	67,642.77	744,075.47	744,075.47	87,347.53
410-50-53300-4100	POSTAGE & SHIPPING	5,000.00	5,000.00	109.94	3,616.25	3,616.25	1,383.75
410-50-53300-4110	TELEPHONE & INTERNET	4,780.00	4,780.00	193.89	4,046.03	4,046.03	733.97
410-50-53300-4320	Water	60,000.00	60,000.00	8,274.18	81,044.65	81,044.65	-21,044.65
410-50-53300-4521	PROPERTY INSURANCE	23,550.00	23,550.00	0.00	23,231.00	23,231.00	319.00
410-50-53300-4613	GROUNDS MAINTENANCE	10,000.00	10,000.00	0.00	960.00	20,760.00	-10,760.00
410-50-53300-4617	WATER SYSTEMS MAINTENANCE	25,000.00	25,000.00	0.00	51,417.50	51,417.50	-26,417.50
410-50-53300-4644	ELEVATED TANKS MAINTENANCE CO...	57,000.00	57,000.00	0.00	30,076.00	30,076.00	26,924.00
410-50-53300-4650	COMPUTER OPERATIONS AND MAINT...	21,820.00	21,820.00	465.75	15,925.83	15,925.83	5,894.17
410-50-53300-4710	PRINTING & BINDING	2,000.00	2,000.00	598.16	2,171.39	2,171.39	-171.39
410-50-53300-4906	OTHER CHARGES	19,500.00	19,500.00	31.24	514.96	554.96	18,945.04
410-50-53300-4915	CREDIT CARD PROCESSING FEES	0.00	0.00	0.00	9,230.96	9,230.96	-9,230.96
410-50-53300-4990	BAD DEBT EXPENSE	0.00	0.00	0.00	43.96	43.96	-43.96
410-50-53300-5270	MACHINERY & EQUIPMENT	51,500.00	51,500.00	0.00	28,881.81	47,244.81	4,255.19
410-50-53300-5290	OPERATING SUPPLIES	0.00	0.00	0.00	690.05	690.05	-690.05
410-50-53300-5410	BOOKS, PUBS, SUBS & MEMBS	500.00	500.00	0.00	865.80	865.80	-365.80
410-50-53300-6310	INFRASTRUCTURE	3,498,892.00	3,498,892.00	13,652.50	1,064,150.63	1,064,150.63	2,434,741.37
410-50-53300-6400	COMPUTER SOFTWARE & EQUIPMENT	2,500.00	2,500.00	0.00	2,567.61	2,567.61	-67.61
410-50-53300-6410	MACHINERY & EQUIPMENT	123,500.00	123,500.00	8,630.00	10,376.83	15,726.45	107,773.55
Department: 50 - PUBLIC WORKS Total:		5,020,725.00	5,020,725.00	114,141.06	2,209,007.28	2,252,559.90	2,768,165.10
Activity: 53300 - WATER Total:		5,020,725.00	5,020,725.00	114,141.06	2,209,007.28	2,252,559.90	2,768,165.10
Activity: 53500 - SEWER							
Department: 50 - PUBLIC WORKS							
410-50-53500-1210	SALARIES	93,889.00	93,889.00	7,107.59	83,658.97	83,658.97	10,230.03
410-50-53500-2110	SOCIAL SECURITY TAXES	5,821.00	5,821.00	423.94	5,018.18	5,018.18	802.82
410-50-53500-2210	RETIREMENT	13,144.00	13,144.00	641.25	7,380.63	7,380.63	5,763.37
410-50-53500-2310	EMPLOYEE INSURANCE	17,900.00	17,900.00	1,437.87	17,355.04	17,355.04	544.96
410-50-53500-2410	WORKER'S COMPENSATION	140.00	140.00	0.00	57.48	57.48	82.52
410-50-53500-3000	MEDICARE INSURANCE	1,361.00	1,361.00	99.08	1,173.28	1,173.28	187.72
410-50-53500-3100	PROFESSIONAL SERVICES	75,610.00	75,610.00	4,832.50	27,887.14	27,887.14	47,722.86
410-50-53500-3150	ENGINEERING, CONSULT. SERVICES & ...	25,000.00	25,000.00	0.00	135.70	135.70	24,864.30
410-50-53500-3210	ACCOUNTING AND AUDITING	11,115.00	11,115.00	0.00	9,647.50	9,647.50	1,467.50
410-50-53500-3405	CONTRACT FOR SERVICES	831,423.00	831,423.00	67,642.77	744,065.47	744,065.47	87,357.53
410-50-53500-4100	POSTAGE & SHIPPING	5,000.00	5,000.00	109.95	3,420.34	3,420.34	1,579.66
410-50-53500-4110	TELEPHONE & INTERNET	4,780.00	4,780.00	193.89	4,271.04	4,271.04	508.96
410-50-53500-4320	WATER	35,000.00	35,000.00	3,839.97	22,089.30	22,089.30	12,910.70
410-50-53500-4400	SPRAYFIELD RENTAL	13,000.00	13,000.00	0.00	13,390.00	13,390.00	-390.00
410-50-53500-4521	PROPERTY INSURANCE	26,400.00	26,400.00	0.00	26,141.00	26,141.00	259.00
410-50-53500-4611	BUILDING R & M	2,000.00	2,000.00	0.00	3,323.98	3,323.98	-1,323.98
410-50-53500-4613	GROUNDS MAINTENANCE	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00
410-50-53500-4618	SEWER SYSTEMS MAINTENANCE	25,000.00	25,000.00	0.00	111,143.24	132,609.86	-107,609.86

Budget vs Actuals
For Fiscal: 2022-2023 Period Ending: 08/31/2023

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
410-50-53500-4650	COMPUTER OPERATIONS AND MAINT...	21,820.00	21,820.00	465.75	15,925.84	15,925.84	5,894.16
410-50-53500-4710	PRINTING & BINDING	2,000.00	2,000.00	373.01	1,571.52	1,571.52	428.48
410-50-53500-4906	OTHER CHARGES	19,500.00	19,500.00	31.24	1,730.17	1,770.17	17,729.83
410-50-53500-4915	CREDIT CARD PROCESSING FEES	0.00	0.00	0.00	9,386.14	9,386.14	-9,386.14
410-50-53500-4990	Bad Debt Expense Sewer	0.00	0.00	0.00	43.97	43.97	-43.97
410-50-53500-5270	MACHINERY & EQUIPMENT	0.00	0.00	0.00	223.61	223.61	-223.61
410-50-53500-5290	OPERATING SUPPLIES	0.00	0.00	0.00	469.69	469.69	-469.69
410-50-53500-5410	BOOKS, PUBS, SUBS & MEMBS	500.00	500.00	0.00	865.80	865.80	-365.80
410-50-53500-6310	INFRASTRUCTURE	299,314.00	299,314.00	26,157.50	69,488.16	75,238.16	224,075.84
410-50-53500-6400	COMPUTER SOFTWARE & EQUIPMENT	2,500.00	2,500.00	0.00	2,567.64	2,567.64	-67.64
410-50-53500-6410	MACHINERY & EQUIPMENT	87,500.00	87,500.00	8,536.14	57,223.00	98,863.16	-11,363.16
Department: 50 - PUBLIC WORKS Total:		1,644,717.00	1,644,717.00	121,892.45	1,239,653.83	1,308,550.61	336,166.39
Activity: 53500 - SEWER Total:		1,644,717.00	1,644,717.00	121,892.45	1,239,653.83	1,308,550.61	336,166.39
Activity: 58100 - INTERFUND TRANSFER							
Department: 99 - NON DEPARTMENTAL							
410-99-58100-7120	SRF - LOAN PRINCIPAL	16,500.00	16,500.00	0.00	0.00	0.00	16,500.00
410-99-58100-7220	SRF LOAN INTEREST	2,800.00	2,800.00	0.00	0.00	0.00	2,800.00
Department: 99 - NON DEPARTMENTAL Total:		19,300.00	19,300.00	0.00	0.00	0.00	19,300.00
Activity: 58100 - INTERFUND TRANSFER Total:		19,300.00	19,300.00	0.00	0.00	0.00	19,300.00
Expense Total:		6,684,742.00	6,684,742.00	236,033.51	3,450,393.49	3,562,842.89	3,121,899.11
Fund: 410 - WATER/SEWER FUND Surplus (Deficit):		639,470.00	639,470.00	44,563.98	-286,366.15	-398,815.55	1,038,285.55
Report Surplus (Deficit):		-399,129.00	-399,129.00	-421,525.26	788,907.92	641,393.84	

Group Summary

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 001 - GENERAL FUND						
Revenue						
00 - UNDESIGNATED	5,401,870.00	5,401,870.00	49,206.39	3,744,123.22	3,744,123.22	1,657,746.78
Revenue Total:	5,401,870.00	5,401,870.00	49,206.39	3,744,123.22	3,744,123.22	1,657,746.78

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 08/31/2023

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Activity: 51100 - LEGISLATIVE						
11 - MAYOR AND CITY COUNCIL	63,035.00	63,035.00	6,240.67	40,697.32	44,759.32	18,275.68
Activity: 51100 - LEGISLATIVE Total:	63,035.00	63,035.00	6,240.67	40,697.32	44,759.32	18,275.68
Activity: 51200 - EXECUTIVE						
12 - CITY MANAGER	143,396.00	143,396.00	7,139.83	87,683.48	88,188.34	55,207.66
Activity: 51200 - EXECUTIVE Total:	143,396.00	143,396.00	7,139.83	87,683.48	88,188.34	55,207.66
Activity: 51300 - FINANCE						
13 - ADMINISTRATIVE SERVICES	106,500.00	106,500.00	5,214.48	90,568.00	90,568.00	15,932.00
Activity: 51300 - FINANCE Total:	106,500.00	106,500.00	5,214.48	90,568.00	90,568.00	15,932.00
Activity: 51310 - HUMAN RESOURCES						
13 - ADMINISTRATIVE SERVICES	77,761.00	77,761.00	551.95	38,296.54	41,296.54	36,464.46
Activity: 51310 - HUMAN RESOURCES Total:	77,761.00	77,761.00	551.95	38,296.54	41,296.54	36,464.46
Activity: 51400 - LEGAL						
14 - CITY ATTORNEY	0.00	80,000.00	0.00	20,073.60	20,073.60	59,926.40
Activity: 51400 - LEGAL Total:	0.00	80,000.00	0.00	20,073.60	20,073.60	59,926.40
Activity: 51500 - PLANNING AND ZONING						
30 - COMMUNITY DEVELOPMENT	207,404.00	207,404.00	3,167.12	126,760.50	126,760.50	80,643.50
Activity: 51500 - PLANNING AND ZONING Total:	207,404.00	207,404.00	3,167.12	126,760.50	126,760.50	80,643.50
Activity: 51600 - NON-COURT INFORMATION SYSTEMS						
16 - CITY CLERK	125,681.00	125,681.00	9,938.52	85,842.92	86,999.15	38,681.85
Activity: 51600 - NON-COURT INFORMATION SYSTEMS Total:	125,681.00	125,681.00	9,938.52	85,842.92	86,999.15	38,681.85
Activity: 51610 - INFORMATION TECHNOLOGY						
13 - ADMINISTRATIVE SERVICES	160,345.00	160,345.00	8,762.32	145,409.47	148,298.37	12,046.63
Activity: 51610 - INFORMATION TECHNOLOGY Total:	160,345.00	160,345.00	8,762.32	145,409.47	148,298.37	12,046.63
Activity: 51900 - GENERAL GOVERNMENT						
99 - NON DEPARTMENTAL	45,424.00	45,424.00	113.15	45,596.21	45,769.48	-345.48
Activity: 51900 - GENERAL GOVERNMENT Total:	45,424.00	45,424.00	113.15	45,596.21	45,769.48	-345.48
Activity: 51910 - FACILITIES						
50 - PUBLIC WORKS	383,015.00	383,015.00	11,639.68	110,818.33	124,802.79	258,212.21
Activity: 51910 - FACILITIES Total:	383,015.00	383,015.00	11,639.68	110,818.33	124,802.79	258,212.21
Activity: 52100 - LAW ENFORCEMENT						
20 - PUBLIC SAFETY	252,025.00	252,025.00	21,002.08	231,022.88	231,022.88	21,002.12
Activity: 52100 - LAW ENFORCEMENT Total:	252,025.00	252,025.00	21,002.08	231,022.88	231,022.88	21,002.12
Activity: 52200 - FIRE						
20 - PUBLIC SAFETY	1,079,498.00	1,079,498.00	0.00	809,805.02	809,805.02	269,692.98
Activity: 52200 - FIRE Total:	1,079,498.00	1,079,498.00	0.00	809,805.02	809,805.02	269,692.98
Activity: 52400 - CODE COMPLIANCE						
30 - COMMUNITY DEVELOPMENT	65,783.00	65,783.00	3,788.45	47,125.03	47,125.03	18,657.97
Activity: 52400 - CODE COMPLIANCE Total:	65,783.00	65,783.00	3,788.45	47,125.03	47,125.03	18,657.97
Activity: 52410 - BUILDING						
30 - COMMUNITY DEVELOPMENT	138,500.00	138,500.00	2,606.79	30,794.96	30,794.96	107,705.04
Activity: 52410 - BUILDING Total:	138,500.00	138,500.00	2,606.79	30,794.96	30,794.96	107,705.04
Activity: 53800 - STORMWATER						
50 - PUBLIC WORKS	631,339.00	631,339.00	23,234.96	105,019.26	105,019.26	526,319.74
Activity: 53800 - STORMWATER Total:	631,339.00	631,339.00	23,234.96	105,019.26	105,019.26	526,319.74
Activity: 54100 - STREETS						
14 - CITY ATTORNEY	80,000.00	0.00	0.00	0.00	0.00	0.00
41 - MAINTENANCE DEPARTMENT	0.00	0.00	37.98	37.98	37.98	-37.98
50 - PUBLIC WORKS	1,593,527.00	1,593,527.00	39,821.31	179,833.36	184,587.22	1,408,939.78
Activity: 54100 - STREETS Total:	1,673,527.00	1,593,527.00	39,859.29	179,871.34	184,625.20	1,408,901.80
Activity: 56200 - ANIMAL CONTROL						
30 - COMMUNITY DEVELOPMENT	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
Activity: 56200 - ANIMAL CONTROL Total:	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 08/31/2023

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Activity: 57100 - LIBRARY						
71 - LIBRARY	421,134.00	421,134.00	32,796.83	351,027.78	354,268.88	66,865.12
Activity: 57100 - LIBRARY Total:	421,134.00	421,134.00	32,796.83	351,027.78	354,268.88	66,865.12
Activity: 57200 - PARKS						
50 - PUBLIC WORKS	654,574.00	654,574.00	339,239.51	514,834.04	516,134.04	138,439.96
Activity: 57200 - PARKS Total:	654,574.00	654,574.00	339,239.51	514,834.04	516,134.04	138,439.96
Expense Total:	6,233,941.00	6,233,941.00	515,295.63	3,061,246.68	3,096,311.36	3,137,629.64
Fund: 001 - GENERAL FUND Surplus (Deficit):	-832,071.00	-832,071.00	-466,089.24	682,876.54	647,811.86	-1,479,882.86

Budget vs Actuals**For Fiscal: 2022-2023 Period Ending: 08/31/2023**

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 101 - DISCRETIONARY SALES SURTAX						
Revenue						
00 - UNDESIGNATED	400,000.00	400,000.00	0.00	392,397.53	392,397.53	7,602.47
Revenue Total:	400,000.00	400,000.00	0.00	392,397.53	392,397.53	7,602.47

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 08/31/2023

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Activity: 58100 - INTERFUND TRANSFER						
99 - NON DEPARTMENTAL	606,528.00	606,528.00	0.00	0.00	0.00	606,528.00
Activity: 58100 - INTERFUND TRANSFER Total:	606,528.00	606,528.00	0.00	0.00	0.00	606,528.00
Expense Total:	606,528.00	606,528.00	0.00	0.00	0.00	606,528.00
Fund: 101 - DISCRETIONARY SALES SURTAX Surplus (Deficit):	-206,528.00	-206,528.00	0.00	392,397.53	392,397.53	-598,925.53

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 08/31/2023

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 410 - WATER/SEWER FUND						
Revenue						
00 - UNDESIGNATED	7,324,212.00	7,324,212.00	280,597.49	3,164,027.34	3,164,027.34	4,160,184.66
Revenue Total:	7,324,212.00	7,324,212.00	280,597.49	3,164,027.34	3,164,027.34	4,160,184.66

Budget vs Actuals
For Fiscal: 2022-2023 Period Ending: 08/31/2023

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Activity: 51700 - DEBT SERVICE PAYMENT						
99 - NON DEPARTMENTAL	0.00	0.00	0.00	1,732.38	1,732.38	-1,732.38
Activity: 51700 - DEBT SERVICE PAYMENT Total:	0.00	0.00	0.00	1,732.38	1,732.38	-1,732.38
Activity: 53300 - WATER						
50 - PUBLIC WORKS	5,020,725.00	5,020,725.00	114,141.06	2,209,007.28	2,252,559.90	2,768,165.10
Activity: 53300 - WATER Total:	5,020,725.00	5,020,725.00	114,141.06	2,209,007.28	2,252,559.90	2,768,165.10
Activity: 53500 - SEWER						
50 - PUBLIC WORKS	1,644,717.00	1,644,717.00	121,892.45	1,239,653.83	1,308,550.61	336,166.39
Activity: 53500 - SEWER Total:	1,644,717.00	1,644,717.00	121,892.45	1,239,653.83	1,308,550.61	336,166.39
Activity: 58100 - INTERFUND TRANSFER						
99 - NON DEPARTMENTAL	19,300.00	19,300.00	0.00	0.00	0.00	19,300.00
Activity: 58100 - INTERFUND TRANSFER Total:	19,300.00	19,300.00	0.00	0.00	0.00	19,300.00
Expense Total:	6,684,742.00	6,684,742.00	236,033.51	3,450,393.49	3,562,842.89	3,121,899.11
Fund: 410 - WATER/SEWER FUND Surplus (Deficit):	639,470.00	639,470.00	44,563.98	-286,366.15	-398,815.55	1,038,285.55
Total Surplus (Deficit):	-399,129.00	-399,129.00	-421,525.26	788,907.92	641,393.84	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001 - GENERAL FUND	-832,071.00	-832,071.00	-466,089.24	682,876.54	647,811.86	-1,479,882.86
101 - DISCRETIONARY SALES ...	-206,528.00	-206,528.00	0.00	392,397.53	392,397.53	-598,925.53
410 - WATER/SEWER FUND	639,470.00	639,470.00	44,563.98	-286,366.15	-398,815.55	1,038,285.55
Total Surplus (Deficit):	-399,129.00	-399,129.00	-421,525.26	788,907.92	641,393.84	

8/31/2022

BMS Account	GENERAL FUND BANK	Summary of Investments	Fund	INTEREST RATE	Purpose of Acct.
		8/31/2022			
101251	FNBT BANK	\$121,960.00	410	0.00%	Cust. Utility Deposits Acct.
104300	GEN FUND FLORIDA PRIME	\$406,980.51	1	2.26%	GF Savings/Investment
104400	W/S FUND FLORIDA PRIME	\$306,329.10	410	2.26%	W/S Savings/Investment
101001	FNBT BANK	\$8,171,546.53	1 & 410	0.25%	Operating Acct.
101001	FNBT BANK	\$0.00	410	0.00%	Credit Card Payments Account
101210	FNBT BANK	\$712.24	1	0.00%	Payroll Account
101001	FNBT BANK	\$6,811.73	1	0.00%	HRA Account
101001	FNBT BANK	\$1,519,372.65	1 & 410	0.25%	Money Market Account
104301	FLCLASS	\$476,624.61	1	2.16%	GF Investment
104302	AMERIS BANK	\$1,729,997.46	1	0.05%	GF Investment

\$12,740,334.83

FY21-22 ESTIMATED BEGINNING GENERAL FUND UNRESTRICTED CASH \$3,852,799
FY2022 Budget deficit **(\$822,575)**

ESTIMATED GENERAL FUND TOTAL UNRESTRICTED CASH **\$3,030,224**

FY21-22 ESTIMATED BEGINNING W/S FUND UNRESTRICTED CASH \$2,874,345
FY2022 Budget surplus \$387,195
Wastewater Treatment Plant Hydraulic Study & Engineering Report **(\$62,900)**

ESTIMATED W/S FUND TOTAL UNRESTRICTED CASH **\$3,198,640**

FY 21-22 BEGINNING DISCRETIONARY SALES SURTAX REVENUE FUND \$892,949
Current revenue for FY21-22 \$352,259

DISCRETIONARY SALES SURTAX FUND BALANCE **\$1,245,208**

GRAND TOTAL ALL FUNDS: **\$7,474,072**

RESTRICTED REVENUES:

IMPACT FEE REVENUE AVAILABLE FOR RELATED EXPENSES

Fire Protection \$64,029
Law Enforcement \$61,314
Stormwater \$39,865
Transportation \$64,500

Parks & Recreation \$36,450
Water & Sewer \$6,900

TOTAL **\$273,058**

OTHER RESTRICTED REVENUE

Committed to natural
disaster relief \$1,060,701

TOTAL **\$1,060,701**

TOTAL RESTRICTED REVENUES **\$1,333,759**

AGENDA ITEM

Agenda Item 7.3.

TO: Honorable Mayor and Members of the City Council

FROM: Brian McMahan, Maintenance Director

DATE: October 2, 2023

SUBJECT: Maintenance Report

BACKGROUND:

DISCUSSION:

FINANCIAL IMPACT:

RECOMMENDATION:

ATTACHMENT(S):

1. Maintenance Report

Maintenance Review October 2023

The Maintenance Department continues its grounds maintenance to area parks and right of ways and storm water ditches.

Policing continues in city parks as well on city right of ways.

Roadway animal pickups is at 0 for the month.

Safety Hasps (Bear Deterrents) installed on Waste Management cans this period 0 ea.

Rain fall for the Month of September in the area ditches, 7.9 inches as of the 25th of September.

The department has been working the grounds in all the parks, the crews are also doing trimming in selected areas of low hangers and impeding bushes and shrubs along right of ways.

In preparation of city events, the department has been doing ground work at the corner of Hollywood Blvd and Dolittle Blvd for special events, filling low spots, and removing trees.

Misty Water Boat dock is partially open due to damage, use of the facility is limited at this time.

The Department continues to make Mary Esther a great place to live and thanks you for your continuing support.

Brian McMahan

Maintenance Director

AGENDA ITEM

Agenda Item 7.4.

TO: Honorable Mayor and Members of the City Council

FROM: Sheila Ortyl, Library Director

DATE: October 2, 2023

SUBJECT: Library Report

BACKGROUND:

DISCUSSION:

FINANCIAL IMPACT:

RECOMMENDATION:

ATTACHMENT(S):

1. Mary Esther Public Library Report for Council 10-2-2023

Mary Esther Public Library

Report for Council

October 2, 2023

Circulation

	Circulation	Digital Circulation	Library Visits	Registered Users	Internet Use	Wireless Access
Oct-21	3423	764	2541	2381	244	68
Dec-21	2691	867	1562	2460	203	66
Jan-22	3344	895	2198	2460	250	80
Feb-22	3673	740	1859	2405	244	100
Mar-22	3400	887	2519	2405	311	78
Apr-22	2924	797	2107	2405	290	84
May-22	3177	844	2336	2637	240	134
Jun-22	3677	945	2434	2258	268	83
Jul-22	4057	850	3179	2233	235	116
Aug-22	4137	1011	2735	2275	255	112
Sep-22	3915	887	2565	2288	244	91
Dec-22	3283	747	2280	2350	226	70
Jan-23	4218	852	2444	2300	256	101
Mar-23	3923	860	2723	2331	304	87
Apr-23	3483	866	2615	2366	270	56
May-23	3469	844	2663	2364	287	74
Jun-23	3925	895	2973	2379	241	81
Jul-23	4162	930	3236	2358	280	86
Aug-23	4133	998	2754	2377	282	72

Library Special Events

The Library will be hosting the **AARP Driver Safety Class** on Friday, October 13, from 10-4:30. Space is limited and advance sign-up is required. Upon completion, attendees may be eligible for reduced car insurance rates.

Also on October 13, Author Ida Kreiser will be at the library for a signing and discussion of her book, ***"In Search of Justice"***.

Staff is preparing for the next annual ***'Trunk or Treat'***, which will be Saturday, October 21, from 2-4:00. The event will feature volunteers' decorated trunks, a candy giveaway, a Stilt Walker, and fall crafts.

Other fun October events include ***'Ladies Lego Night'*** on October 4 at 5:00; ***'Learning Fun with Ozobots'*** on October 9 at 4:00; ***'Halloween Lego Challenge'*** on October 19 at 4:00; and a special movie presentation of ***'Hocus Pocus'*** on October 28 at 2:00.

Library programs and classes

The Library hosts a monthly **Puzzle Exchange and Social Hour** for those who want to share puzzles, helpful hints, or pictures of their creations. This group meets the second Tuesday at 2:00.

'LoveCraft?' adult crafting class is held the third Wednesday at 4:00. ***'All We Need is Hue'*** adult coloring class is the second Monday at 10:30. ***'All About Books'*** book discussion group meets the third Wednesday at 10:30. ***'It's a Mystery'*** book club meets the first Monday at 10:30.

'Knowledge Ninjas', a discussion group for 5-10 year olds is held the third Thursday. The goal is to help young people comprehend reading material, share what they learned with a small group, listen to others, and begin public speaking.

Baby Lapsit Storytime for ages 0-2 is held three Wednesday mornings per month. ***Pre-K Storytime*** for ages 3-6 is on Thursday mornings. The ***'Lego Club'*** meets the third Saturday morning of each month.

Youth Services has returned to **Youth Village** on Friday mornings to do **Storytime outreach** during the school year.

Saturday Monthly Movie Matinees are one Saturday afternoon per month, TBA.

Monthly **STEAM** classes for ages 9-14 are the first Saturday of the month.

'Roll With It' D & D group for teens and young adults meets the second Saturday of the month.

OCPLC Governing Board

The next meeting for the Governing Board will be Wednesday, **October 25, 2023, 4:00 p.m.**, at the Niceville Library. Cmr. Bernie Oder is Mary Esther's Governing Board Representative; Cmr. Susan Coxwell serves as the alternate.

AGENDA ITEM

Agenda Item 7.5.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: October 2, 2023

SUBJECT: Fire Department Report

BACKGROUND:

DISCUSSION:

FINANCIAL IMPACT:

RECOMMENDATION:

ATTACHMENT(S):

1. Fire Department Report



Ocean City-Wright Fire Control District

September 20, 2023

TO: City of Mary Esther, Council Members
RE: Monthly Report, Fire Department, August 22, 2023 – September 20, 2023

Mayor & Council Members,

Once again, it is our pleasure to serve as the fire department for the City of Mary Esther.

We will have the final budget meeting for the 2023-2024 proposed budget tomorrow evening and anticipate it will be approved. We are ready for October 1, 2023, with many projects in the pipeline for completion. Much of this month's activities centered on project and training completion as we move into a new fiscal year.

We are progressing with the Station 3 renovation project as the architect finishes the design and engineering completes the site drawing. The project should be out for a request for a proposal in October. We are developing a joint appropriations request with NWFSC, Representative Maney, and our organization for the regional training facility. This project is gaining more speed with those we now have on board, proving its importance to the state and region.

Deputy Chief Wagner, our Region One Coordinator within the State Emergency Response Plan, served again on the Hurricane Idalia Incident Management Team in Tallahassee and then in Orlando. Division Chief Good stepped into the unfamiliar ground during Hurricane Idalia by handling the Fire District's response coordination. MARC 1, our radio communications unit, once again provided communication assistance to Task Force 4 during the response to Hurricane Idalia.

The Inspections & Prevention Department is currently up to date with all needed and required inspections, which are becoming the norm. Inspections reported seventeen annual inspections, one pre-opening inspection, one special event inspection, zero food truck inspections, and nine monthly re-inspections. The division is ready for October with the fire prevention activities planned in the city and the Fire District. Two daycare establishments and Mary Esther Elementary are on the schedule for fire engine and inspection programs. The personnel have prepared over 2000 goodie bags for children with fire prevention and safety materials. An ounce of prevention is worth a pound of cure, and we are proud of our robust budget line item for educational material.

The firefighters have been busy this month with training activities and emergency responses. They participated in the quarterly Joint Training Committee with high-rise drills. They assisted with filling and replenishing air bottles for self-contained breathing apparatus (SCBA) during the

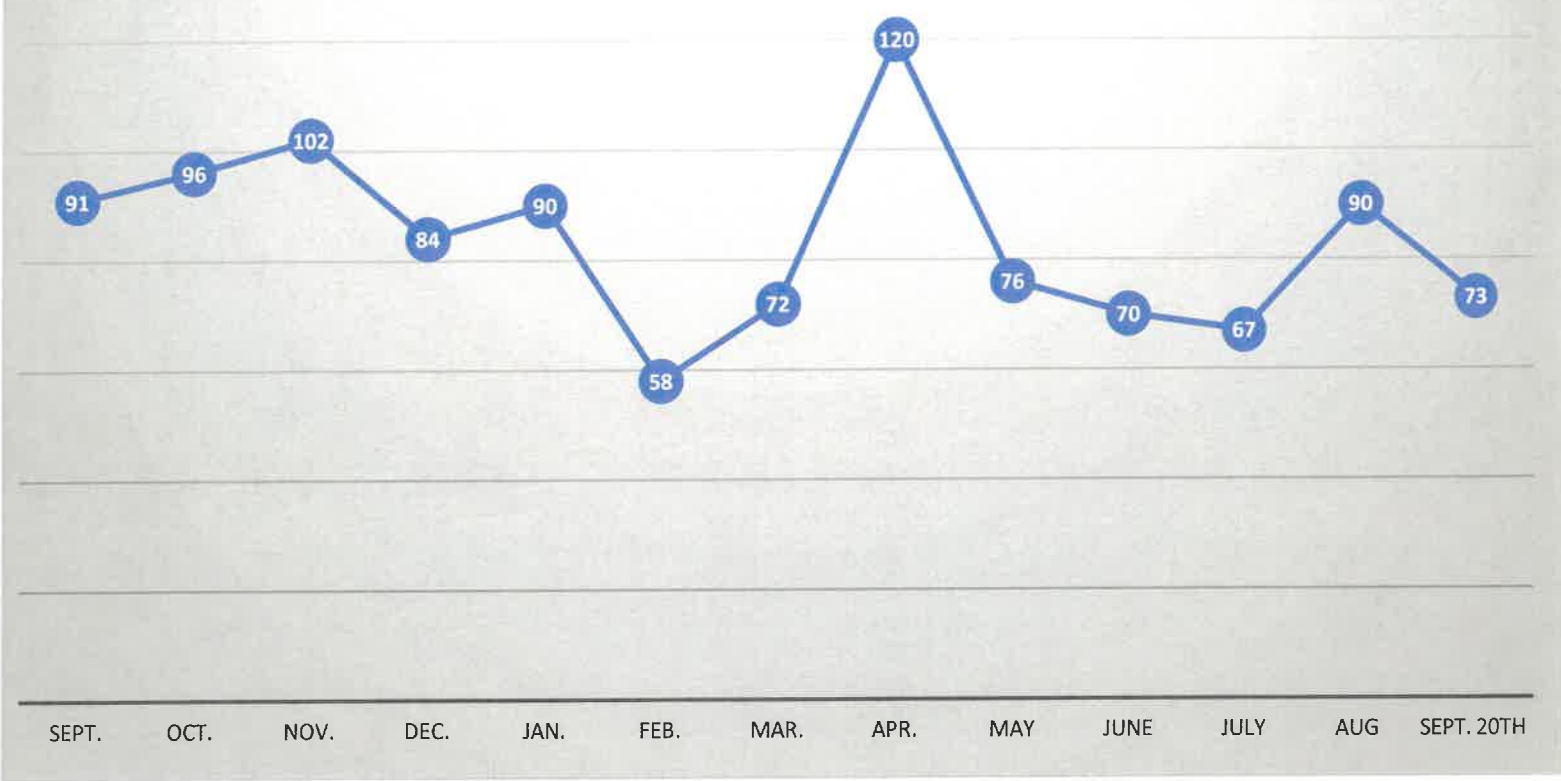
Northwest Florida Volunteer Weekend event. The Fire District answered 537 calls for assistance during the past month. Station 11, the City of Mary Esther Fire Station, answered 73 calls for service. The Ocean City – Wright Fire Control District has responded to 4,710 incidents in 2023.

Very Respectfully,

A handwritten signature in blue ink, appearing to read 'W. Mark Bundrick', with a stylized flourish at the end.

W. Mark Bundrick / Fire Chief

**Station 11 Call Volume - Monthly from September 2022 -
September 20, 2023**



Ocean City-Wright Fire Control District

STATION COUNT

OCW Station 1: 258

OCW Station 2: 94

OCW Station 3: 112

OCW Station 11: 73

TOTAL: 537

AGENDA ITEM

Agenda Item 7.6.

TO: Honorable Mayor and Members of the City Council

FROM: Kelvin Cherry, Code Compliance

DATE: October 2, 2023

SUBJECT: Code Compliance Report

BACKGROUND:

DISCUSSION:

FINANCIAL IMPACT:

RECOMMENDATION:

ATTACHMENT(S):

1. Code Compliance Report - September

COMMUNITY DEVELOPMENT DEPARTMENT
Monthly Activity Report

Reporting Period
August 29, 2023 – September 23, 2023

Code Enforcement

Activities			
Citations	1	Complaints	5
Stop Work Order	0	Inspection	7
Agency Assist	2	Consultations	3
Verbal Warning	5	Advisements On Codes to Citizens	5
Notice of violations	3	Courtesy Notice	2

Permitting

Permit Type	
Accessory structure	1
Fence	3
Special Event Permit	1
Demolition of a Commercial Building	1
Commercial Signage	2
Driveway	2
Inspections	5
Right of way permit	2

* Demolition of the Hertz building should begin this month to make way for the new Murphy Gas station at the address of 193 Mary Esther Blvd.

*The DOT permit for the Veterans Day parade is being worked on.

* Site plans for both the Christmas tree lighting and the layout of the Veterans Day activity area are being worked on and should be completed shortly.

AGENDA ITEM

Agenda Item 7.7.

TO: Honorable Mayor and Members of the City Council

FROM:

DATE: October 2, 2023

SUBJECT: Jacobs Report

BACKGROUND:

DISCUSSION:

FINANCIAL IMPACT:

RECOMMENDATION:

ATTACHMENT(S):

1. Jacobs Report



September 5, 2023

Mr. Jared Cobb
City Manager
City of Mary Esther
195 Christobal Road
Mary Esther, Florida 32569

RE: Client Report for the City of Mary Esther for the month of August 2023.

Dear Mr. Cobb;

I have compiled the ongoing activities for the Jacobs Mary Esther Florida Project for August 2023.

With the new Utility Billing Administrator onboard we are working closely with them to correct issues with the database and billing information.

GENERAL

Well 1 rehab project is ongoing and on schedule.

Springdale Park renovation is ongoing and on schedule.

Material has come in for the installation of 24 sampling ports around the city for water residual testing. Installation of these sampling ports is in progress. This is a value add being done by Jacobs for the city.

This Project currently holds the following Florida State Licenses;

- 1 Class 3 Distribution Water License
- 3 Class C Wastewater Licenses
- 2 Class C Water Licenses
- 5 Backflow Certifications

Link to completed Work Orders for August :

[MAE-Monthly Completed Work Order Summary](#)

Safety and training:

- Weekly Safety Meetings.
- Several associates are studying for certification exams.
- Associates doing online safety training courses.
- Cross training associates to work in all areas of responsibility.

*. The plant has been
accident and injury free for
862 days.*

WASTEWATER TREATMENT

All required reports were submitted on time.

All required laboratory testing was completed per our permit.

Valve exercising on the plant is complete for this fiscal year.

Wastewater plant 1 is out of service and the equipment that is operational is being maintained and exercised. Design for rehab is halted pending an engineering study on going to the county.

Preventive maintenance was performed on all operational equipment.

Clarifier 2 and one of ditch 3 aerators are scheduled for major maintenance repair.

Spray field

Equipment is in service and ready for cutting. Spray heads are being repaired or replaced as needed.

The motor for pump two has been received. Shaft for pump two has been pulled and sent for repair.

Preventive maintenance was performed on all operational equipment.

SANITARY SEWER COLLECTION AND LIFT STATIONS

All lift stations were cleaned, and residual grease removed.

The grounds were mowed, and all litter removed.

Preventive maintenance was performed on all operational equipment.

All generators were load tested.

At Hurlburt Field station there is only one pump available with the auxiliary diesel engine. The other backup diesel engine needs repair or replacement. Quotes on repair were quite high and we are now considering replacing the auxiliary engines with a generator. This is included in the master plan.



WATER TREATMENT AND DISTRIBUTION

August 2023 Water Well Production was 12,885,000 gallons

Running annual average unaccounted-for water: 8.0%.

Preventive maintenance was performed on all operational equipment.

All permit required testing was performed with satisfactory results.

All Water wells are operational and producing, except for well 1.

Flushed several water lines and fire hydrants.

All operational equipment is being maintained and exercised per manufacturer's recommendations.

METER READING

Total number of meters read: 2,111.

Total number of Rereads: 23, (1.1%). The national average is 5%

There were 3 callouts in August;

- Well 3, Panel Reset
- 17 Mary Esther Dr, Customer Issue
- 26 Kohler, Emergency Shut-Off
- Caswell Circle, Sink Hole Non-Sewer/Water Issue

If you have any questions regarding the monthly report, please feel free to contact me at your convenience.

Sincerely,

Randall Killian
Project Manager
Jacobs Eng. Group

Cc : Project file
Kyle Holder

AGENDA ITEM

Agenda Item 11.1.

TO: Honorable Mayor and Members of the City Council

FROM: Valerie Broxson, City Clerk

DATE: October 2, 2023

SUBJECT: Second reading of Ordinance 2023-02, Amending the 2024 Municipal Election Date.

BACKGROUND:

The City of Mary Esther's Charter, Sec. 3.05 states, in part,

The regular election of the city council members and mayor shall be held on the second Tuesday of March of each even numbered year in the manner provided in Article VIII of this charter. When a Presidential Preference Primary occurs prior to a scheduled city election, the city council may change by resolution the date of the city's upcoming election so as to coincide with the Presidential Preference Primary. The council shall consist of five (5) seats. Three (3) seats will be filled at one (1) election and the remaining two (2) seats will be filled at the next regularly scheduled election. The terms of office for the city council shall be for four (4) years. The term of office for the mayor shall be for two (2) years.

However, because the legislature amended Florida Statute Section 103.101, the Presidential Preference Primary election is held on the third Tuesday in March of each Presidential election year, and it directly affects municipal elections which have historically been held concurrently with the Presidential Preference Primary election. In 2024, the Presidential Preference Primary election date will be March 19, 2024.

Florida Statute 101.75 permits municipalities to change the date of a municipality's election for cause. In 2024, the Supervisor of Elections office will be conducting those national, state, and local elections on March 19, 2024. By holding the City of Mary Esther election concurrently with the Presidential Preference Primary, the cost to the City of Mary Esther will only be the cost of legal advertising. Therefore, in order to avoid conflict with our Charter and reduce the election cost for the City of Mary Esther, the 2024 Election Day must be amended to coincide with the Presidential Preference Primary election.

DISCUSSION:

This is the second reading of Ordinance 2023-02, Amending the 2024 Municipal Election Date.

FINANCIAL IMPACT:

As proposed, the only cost will be that of advertising for the second reading of the ordinance.

RECOMMENDATION:

Staff recommends approval of Ordinance 2023-02 on second reading.

ATTACHMENT(S):

1. Letter from Supervisor of Elections
2. 2023-02 Changing the Municipal Election Date

August 15, 2023

TO: City of Mary Esther
FROM: Paul Lux, Supervisor of Elections
RE: Change in Presidential Preference Primary Election Date

Under section 103.101 the Presidential Preference Primary election is held on the third Tuesday in March of each Presidential election year, and it directly affects municipal elections which have historically been held concurrently with the Presidential Preference Primary election. In 2024, the Presidential Preference Primary election will be held on March 19, 2024.

As you did four years ago, under section 101.75 of the Florida Statutes, you need to change the date of your regularly scheduled municipal election to coincide with the Presidential Preference Primary election. When held concurrently with the Presidential Preference Primary, your only cost will be the cost of legal advertising.

101.75 Municipal elections; change of dates for cause.--

(3) Notwithstanding any provision of local law or municipal charter, the governing body of a Municipality may, by ordinance, move the date of any municipal election to a date concurrent with any statewide or countywide election. The dates for qualifying for the election moved by the passage of such ordinance shall be specifically provided for in the ordinance. The term of office for any elected municipal official shall commence as provided by the relevant municipal charter or ordinance.

In short the municipal election date can be changed by ordinance; a charter referendum amendment is not needed. Qualifying remains a five-day period beginning on the 71st day prior to the election and ending on the 67th day. Based on the March 19th election date, qualifying will be noon January 8, 2024 to noon January 12, 2024. The terms of office do not have to change; actual date of swearing in is flexible, as it is currently (any time within 30 days of election).

Paul Lux, CERA
Supervisor of Elections
Okaloosa County

ORDINANCE NO. 2023-02

AN ORDINANCE OF THE CITY OF MARY ESTHER, FLORIDA, APPROVING THE DATE FOR THE 2024 REGULAR CITY ELECTION TO COINCIDE WITH THE DATE OF THE PRESIDENTIAL PREFERENCE PRIMARY IN 2024; RESTATING THE QUALIFYING PERIOD FOR THE 2024 MUNICIPAL ELECTION; PROVIDING FOR TERM OF OFFICE RESULTING FROM THE 2024 MUNICIPAL ELECTION, PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to *Florida Statutes* §101.75(3), the governing body of a municipality may, by ordinance, move the date of any municipal election to a date concurrent with any statewide or countywide election. The dates for qualifying for the election moved by the passage of such ordinance shall be specifically provided for in the ordinance. The term of office for any elected municipal official shall commence as provided by the relevant municipal charter or ordinance,

WHEREAS Florida Legislature amended Section 103.101 of the Florida Statutes making the presidential preference primary to be held on the third Tuesday in March of each presidential election year,

WHEREAS, the City of Mary Esther recognizes the time constraints in which to provide the Okaloosa County Supervisor of Elections Office with the City Council's decision to change the date to coincide with the Presidential Preference Primary; and

WHEREAS, if the City of Mary Esther, Florida were to conduct a separate General Municipal Election in March, the City would otherwise be responsible for the total election costs imposing a large financial burden on the City and its residents; and

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS:

SECTION 1.

CITY ELECTION DATE FOR 2024. The 2024 regular city election shall be held on the date of the Presidential Preference Primary, March 19, 2024.

SECTION 2.

QUALIFYING PERIOD. The qualifying period for candidates seeking election to office in the City of Mary Esther 2024 regular city election shall be consistent with 99.061 *Florida Statutes* which establishes the qualifying period to begin at Noon on January 8, 2024, and terminate at Noon on January 12, 2024.

SECTION 3.

TERM OF OFFICE. The term of office of any candidate elected to office in the 2024 regular city election shall begin on the first Monday in April 2024.

SECTION 4.

SEVERABILITY. If any word, phrase, sentence, clause or other portion of this Ordinance is determined to be invalid, void or unconstitutional, the remainder of this Ordinance shall remain in effect.

SECTION 5.

EFFECTIVE DATE. This Ordinance shall become effective immediately upon its adoption.

SO DONE this ____ day of _____ 2024.

By:

Chris Stein, Mayor

ATTEST:

Valerie Broxson
City Clerk

1st Reading: September 6, 2023
Published: September 18, 2023
2nd Reading: October 2, 2023

AGENDA ITEM

Agenda Item 11.2.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: October 2, 2023

SUBJECT: Resolution 23-05, Adopting the 2023 Community Vision Plan

BACKGROUND:

On September 6, 2021, the City Council approved a task order with Barge Design Solutions to facilitate the development of a community vision plan. The project formally kicked off in December 2021. Over the following two (2) years, Barge and city staff collected demographic and economic data, facilitated four (4) focus groups, conducted a community survey, hosted two (2) public workshops, and solicited feedback at public events.

On September 6, 2023, Kathryn Withers, Planning Manager of Barge Design Solutions, presented the draft 2023 Community Vision Plan to the City Council for review. Staff did not receive any requests for changes to the plan as presented.

DISCUSSION:

The Community Vision Plan is a long-range plan. It is intended to be used as a tool by the Mayor, City Council, and staff in guiding community priorities. After adoption, the document will serve as the foundation for the City's next strategic plan, updates to the Comprehensive Plan and land development code.

FINANCIAL IMPACT:

There is no direct financial impact; however, there may be costs associated with individual recommendations contained within the plan.

RECOMMENDATION:

Motion to approve Resolution 23-05, Adopting the 2023 Community Vision Plan.

ATTACHMENT(S):

1. Resolution 23-05, Adopting the 2023 Community Vision Plan
2. 2023 Community Vision Plan

RESOLUTION 23-05

A RESOLUTION OF THE CITY OF MARY ESTHER, FLORIDA, ADOPTING THE 2023 COMMUNITY VISION PLAN

WHEREAS, the City Council recognized the need for community-led visioning and planning to establish a long-term direction and goals for the community; and,

WHEREAS, in 2021 a task order was awarded to Barge Design Solutions to act as a consultant and facilitator to translate the results of engagement efforts into a document to guide future decision-making; and,

WHEREAS, Barge facilitated stakeholder groups, community workshops, a community survey, and presentations to and with the community; and,

WHEREAS, public engagement activities were advertised through social media, city website, emails, direct mail, newspaper and were attended by a broad and diverse group of the community, which Barge and staff feel represented a full cross-section of the community; and,

WHEREAS, following the data compilation process and thoughtful consideration of the outcomes of the engagement activities, Barge created a draft Community Vision Plan document; and,

WHEREAS, the draft Community Vision Plan was presented to the City Council on September 6, 2023, with the final draft presented on October 2, 2023; and,

WHEREAS, the Community Vision Plan is a tool to be used by staff and elected officials in guiding community priorities. The Plan is not a prescriptive document, nor does it mandate any action related to public policy or the development of public infrastructure.

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

- 1. Adoption.** The City Council hereby adopts and approves the 2023 Community Vision Plan as presented.
- 2. Intended Use.** The City Council commits to using the Plan as a guide and expression of community values in adopting policy to achieve the outcomes described in the Plan, while maintaining flexibility to respond to future needs and opportunities.
- 3. Direction to Staff.** The City Council directs staff to use and reference the Plan as a guiding document in administration and when making recommendations to the City Council.

SO DONE this 2nd day of October 2023.

By: _____

Chris Stein, Mayor

ATTEST:

Valerie Broxson
City Clerk



Vision Plan

City of Mary Esther

Prepared by Barge Design Solutions
September 15, 2023

Mary Esther Vision Plan

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2. Existing Conditions

- a. Aerial Map
- b. Zoning Map
- c. Public Facilities
- d. Demographic Profile
- e. Areas of Opportunity

3. Engagement Process

- Stakeholder Interviews
- Community Survey
- Vision Plan Public Workshop
- Draft Plan Public Workshop

4. The Vision

- a. Efficient Government
- b. Vibrant Town Center
- c. Central Gathering Space and Vibrant Neighborhood Parks
- d. Connection to the Waterfront
- f. Housing Opportunities
- g. Become a Walking and Biking City

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- Land Use
- Stormwater & Water/
Sewer

- c. Transportation & Mobility
- d. Parks & Branding

Appendix

Public Engagement Report

- a. Stakeholder Interviews
- b. Community Survey
- c. Vision Plan Public Workshop
- d. Draft Plan Public Workshop

Acknowledgments

Elected Officials

Chris Stein, Mayor
Larry Carter, Mayor Pro Tem
Bernie Oder, Councilmember
Jan Lipscomb, Councilmember
Susan Coxwell, Councilmember
April Sutton, Council member

City Staff

Jared Cobb, City Manager

Focus Group Participants

Jason McClelland
Adam J. Thompson
Ruth Sykes
John Spolski
Rich Port
Wanda Sturges
Lisa Jo Spencer
Jan Lipscomb
Nathan Sparks
Dustin Parkman
Ricky Green
DaVonna Green
Ted Corcoran
TJ Lupero
Akhil Bhakta

Chief Bundrick
Captain Grady Carpenter
Lieutenant Todd Watkins
Rob “Benny” Bennington
Lilly Ealum
Linda Cook
Jonathan Winningham
Drew Perkins
Jill Crew
Sam Parkes

A special *thank you* to all the residents who attended our meetings and participated in the Online survey.



495 Grand Boulevard Suite 206
Miramar Beach, Florida 32550
Phone (850)299-8103
BargeDesign.com

Note: Barge Design Solutions is referred to as “we,” “researchers,” “the planning team,” and “consulting team” in this document.



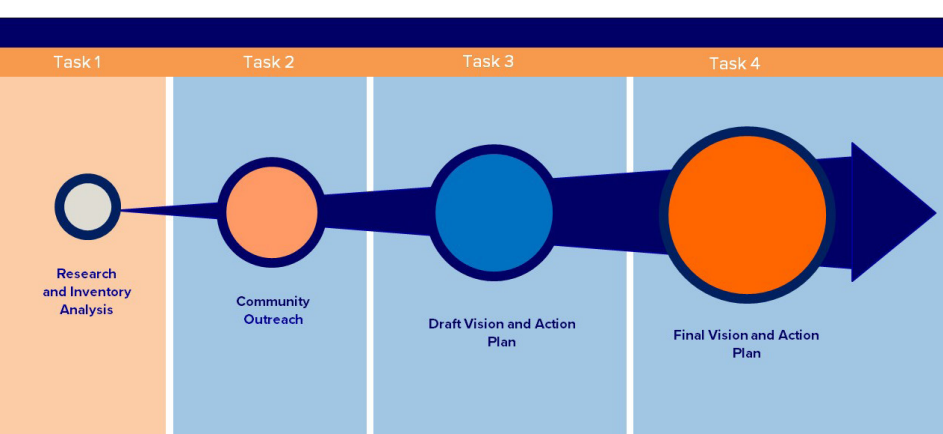
1. Introduction and Overview

Why a Vision Plan?

A Vision Plan is an inspirational view of the future and what a community wants to become. It is a combination of collective values and aspirations expressed by a diverse cross-section of the community. In order to develop a shared vision that will represent every segment of the community, a campaign to gather public inputs through a variety of formats must be designed. This approach will lay the groundwork for what the City of Mary Esther could be in 2045. The purpose of this effort is to create a unified vision through a collaborative process for Mary Esther. The intention of the Vision Plan process is to produce a goal-oriented development tool to guide what the future of Mary Esther could look like in a way that instills a sense of community, unique identity and sets direction for future city projects.

When the Vision Plan process began in 2021, the City of Mary Esther was facing some important decisions. The city owns and operates the Mary Esther Wastewater Treatment Facility, which first came on-line in 1950 and had been modified several times. The Florida Department of Environmental Protection was requiring the removal of the package plant and rehabilitation of one of the oxidization ditches. The city had commissioned a study to address replacement and rehabilitation to meet the requirements. The cost returned, in 2019, was over \$11 million. The City wanted to understand if they should invest resources into the plant replacement or consider other alternatives. Barge Design Solutions was hired, in conjunction with this Vision Plan, to evaluate an additional alternative: replace the existing Mary Esther Waste Water Treatment Facility with a master pump station and pump Mary Esther’s sewage to a neighboring facility

Vision Plan Process



for treatment and disposal. The City has decided to decommission the Waste Water Treatment Facility and connect to the treatment facilities of Okaloosa County. The process of evaluating this issue brought the need for a formal understanding of the community’s desires for the future of the city to the forefront for the City Council, and led them to the undertaking of this Vision Plan.

The steps to develop the Vision Plan began with research data collections, site visits and most importantly, a public input process to gather information on the needs and the desires of the community, and then the development of recommendations to assist the city in achieving the goals development in this planning process, shaped by dialogue with the community.

The planning team conducted outreach for the project, which consisted of three basic components following interviews with the staff: a series of focus group discussions, a community interest and opinion survey, and two public forums. Across the three components, themes such as the need for more walking and biking facilities, a community gathering space, redevelopment of the mall, more housing opportunities and efficient government were noted.

A total of approximately 25 participants joined in the focus group meetings. Individuals involved in the process represented the following groups: Public Services and Education, Economic Development, Public Safety, and People and Families. These Groups provided vital information across many issues facing Mary Esther and their input helped to inform questions that were included in the Community Survey. The input can be broadly categorized into the following subject areas: Government Services, Community Identity, Parks and Public Spaces, Quality of Life, Town Center/Mall, and Transportation.

An on-line survey with 25 questions the were developed based on input received during the stakeholder meetings was open for four weeks, and paper copies were made available through the Mary Esther Library. In addition to basic demographics, the questions in the survey varied from rating city services and amenities, to questions about how the city should spend funds to how residents would like to hear about community activities. Access to parks, open space, and services ranked the highest in satisfaction, while bicycle lanes and facilities and the condition and connectivity of the sidewalks were ranked the lowest. The responses show a clear desire for multi-modal transportation options. Addressing the city’s water and sewer infrastructure is the top priority, with addressing road congestion on Highway 98 and providing more walk and bike options were the high priorities. The highest priorities for future investment were on water and sewer projects, and parks and recreation projects.

Building on the input received in the previous engagements, the community was invited to a Vision Plan Public Workshop provide input on the following categories: Public Investment Priorities, Parks and Open Space, Mobility and Connectivity, and Mixed-use Town Center. The input received and preferences noted was developed into the Draft Vision Statement and Principles that presented at the Draft Vision Plan Public Workshop, along with supporting illustrative

Layered Participation Approach



Economic Development Stakeholder Meeting



Vision Plan Public Workshop

concepts and character images, and implementation goals, that together set the course for the city to move forward on the shared vision created in this process.

The Vision, shown on the next page, is the culmination of input throughout the process with a focus on the themes such as efficient government, a vibrant town center, a large central gathering space, welcoming neighborhood parks, a connection to the Santa Rosa Sound and a presence on the Miracle Strip, variety of housing opportunities and a connected network of sidewalks, greenways and multi-use trails to provide opportunities for walking and biking for recreation and daily travel.

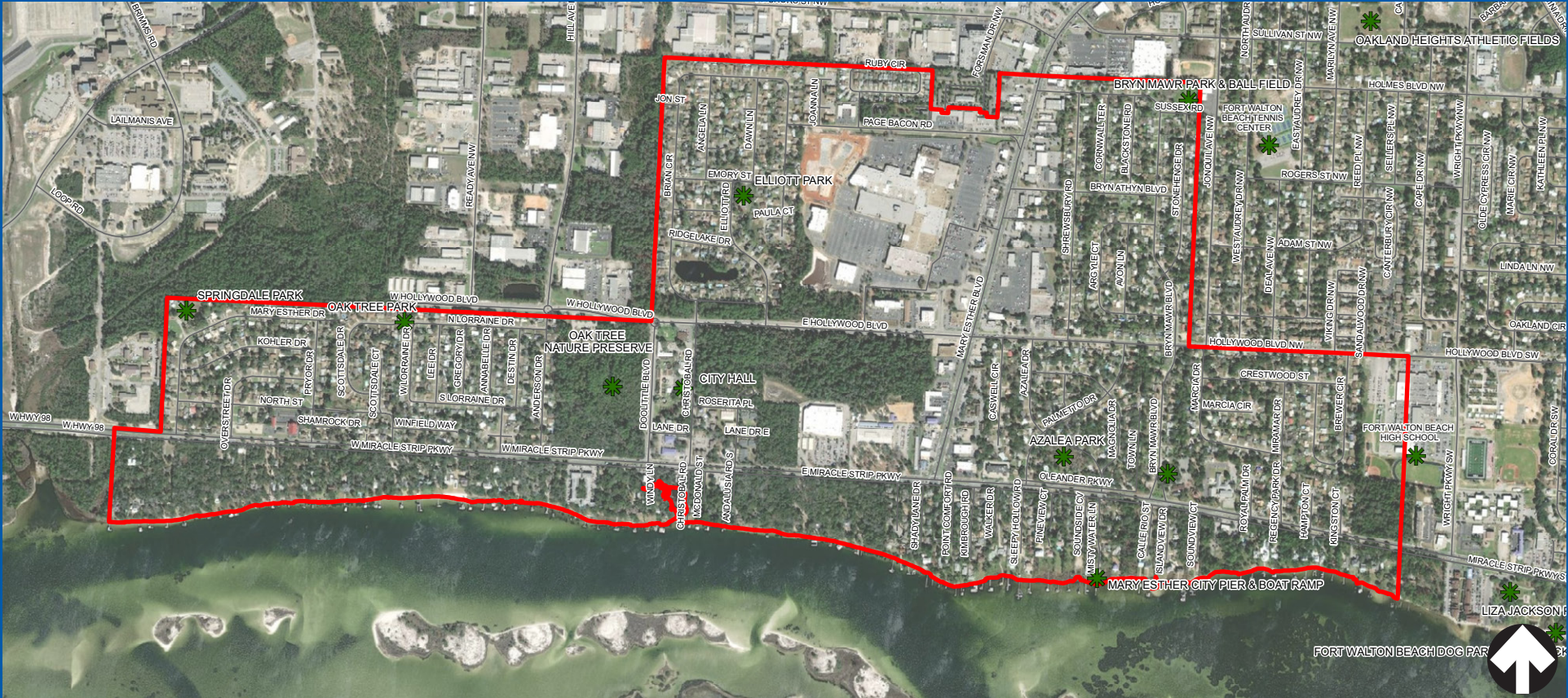
Vision Statement and Principles

In the future, Mary Esther will have an identifiable and walkable small-town character, with vibrant public spaces, diverse businesses, and a variety of housing choices.

Our vision is to.....

- have an efficient government, with a strong economic base built through intentional land use and infrastructure decisions;
- have a vibrant town center that is a recognizable regional attraction, provides services and housing choice to the residents of Mary Esther;
- have a large central gathering space as well as vibrant neighborhood parks, where all members of the community may gather for events, festivities, and recreation;
- have a connection to the Santa Rosa Sound and a presence on the Miracle Strip;
- have a variety of housing opportunities, to serve the broad needs of the community across their lifetimes and household configurations; and
- become a walking and biking city, with a connected network of sidewalks, greenways and multi-use trails.





Planning Area



2. Existing Conditions

Regional Location and History

Mary Esther, is a coastal city located off of US Route 98, that encompasses approximately 1.5 square miles in the Northwest portion of Okaloosa County of Florida, in between Fort Walton Beach and Hurlburt Field Air Force Base.

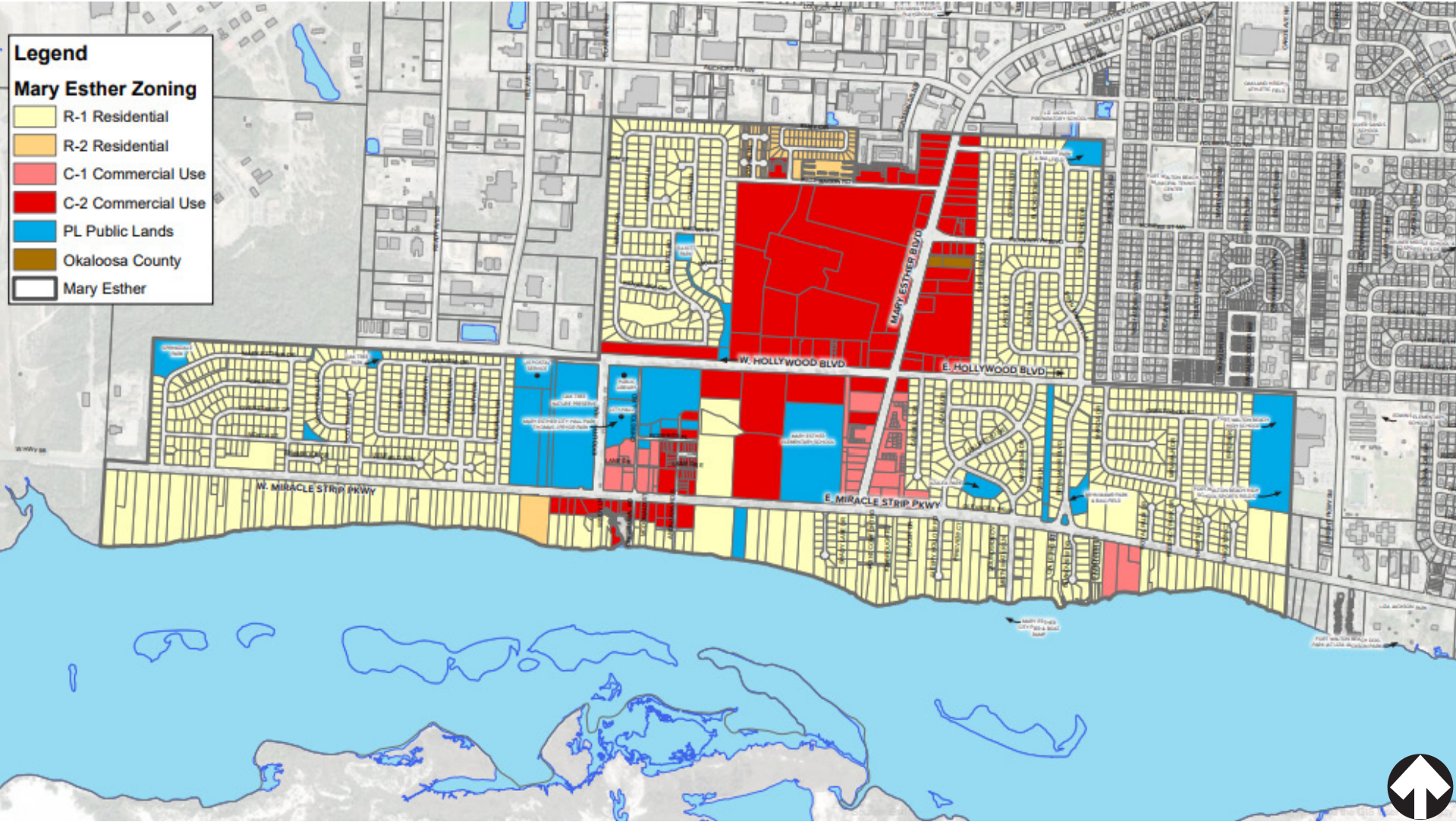
Mary Esther is noted as one of the first areas settled in Northwest Florida. The first settler of Mary Esther came in 1842 when Jesse Rogers and his family drove a large cattle herd from Louisiana to the shores of Santa Rosa Sound and settled here. During the mid-1850's John Newton, a minister and teacher, settled in the area then known as the Narrows, today as Mary Esther. Reverend Newton founded the first school, which also doubled as a church. According to the City of Mary Esther's website, there are three stories about how Mary Esther got its name. One says it was the name of Newton's wife, the second says it was a combination of his two daughter's names and the third says it was a combination of his wife's and daughter's names. No one knows the true story. The City of Mary Esther was incorporated in 1946. The opening of Santa Rosa Mall in 1976 sparked a commercial building boom along Mary Esther Boulevard within the City limits. In recent years, the Santa Rosa Mall has struggled, and has impacted the identity that the city has in the region.



Mary Esther Boulevard in front of Santa Rosa Mall



Pond view in the Mary Esther Manor Subdivision



City of Mary Esther Zoning Map

Existing Land Use

There are approximately 960 acres in Mary Esther, the predominate land use is single-family and multifamily residential housing. Commercial in the form of community serving businesses are the second largest land use. Followed by public lands, comprised of the communities public buildings, schools and parks.

Zoning

Zoning is the primary tool for controlling the use of land within Mary Esther (figure 25). There are five mapped districts citywide and are summarized below:

R1 - Single Family Residential - Low density, single-family residential development as well as community facilities, places of worship, parks and utilities.

- Density: maximum of 5.51 units per acre.
- Lot Size: minimum of 7,500 sf.
- Building Height: 3 stories, or 35 ft.

R2 - Single Family or Multi-Family Residential - Medium density, detached single-family, zero lot line, patio homes, townhomes, cluster homes, duplexes, attached and detached multiple family residential structures and accessory structures and facilities, as well as community facilities, places of worship, parks and utilities.

- Density: maximum of 10 units per acre.
- Lot size: Patio home, and cluster home sites shall provide a minimum 4,000 sf., townhouses 1,600 sf.
- Building Height: 3 stories, or 35 ft..
- Site Plan Approval is required.

C1 - Limited Commercial - Permits a wide variety of businesses that are compatible with being located adjacent to residential development, community facilities, places of worship, and residential uses.

- Density: maximum of 10 units per acre.
- Floor Area Ratio: 1.92
- Impervious Surface Ratio: 82%
- Height: varies from 75 ft to 100 ft. above mean sea level .

C2 - General Commercial - Includes all uses permitted in C1, plus drive through restaurants, wholesale/retail with outdoor displays, outdoor commercial amusement, vehicle sales and services and commercial amusement.

- All bulk standards of C1 govern the C2 district.

PL - Public Lands - Is intended for lands used for passive or active public recreational functions, Municipal functions, Utility functions and other functions planned for property owned by Local, State or Federal agencies/ governments.

There are 2 additional districts that can be used to encourage unified development plans:

PUD - Planned Unit Development District - Encourages the development of land as planned neighborhoods, encourage flexible and creative concepts of site planning. Primarily intended for residential development, though non-residential uses may account for 20 percent of the development site. Requires a master plan approval and allows more flexibility in development standards and intensities than the base zoning permits, including 15 dwelling units per acre. no building or structure shall exceed three (3) stories above a ground floor parking area or 45 feet in height above the highest natural elevation of the property to the bottom of the cornice line, whichever is less. In no cases shall the total height of the structure be more than 75 feet above mean sea level (MSL),”

PMDD - Planned Mixed Development District - Used for planned neighborhoods and business and commercial centers; encourages flexible and creative concepts of site planning. This district is intended to permit development with mixed uses in a single building or in one or more buildings within a development area. For example, a development might include a three story building(s), with commercial uses on the first floor and residential uses on the 2nd and 3rd floors. Requires a master plan approval and allows more flexibility in development standards and intensities than the base zoning permits, including 20 dwelling units per acre.

The zoning districts will need a review and update as there are some standards within them that would not allow the implementation of the development scenarios illustrated in this plan, that allow for a town center style redevelopment of the mall, or the inclusion of missing middle housing types.

Public Facilities

Public facilities and services that support the citizens of Mary Esther are listed on the chart below. The Mary Esther City Hall, Fire Department, and Library are located in close proximity to each other on Christobal Road, south of Hollywood Boulevard. The City of Mary Esther contains multiple neighborhood and community parks spread across the city and located in close proximity to residential development.

The Post Office is owned and operated by the United States Government. Mary Esther Elementary and Fort Walton Beach High School, located within the city limits, are operated by Okaloosa County School District.

City Cemetery		
Jesse Rogers Memorial Cemetery	221 E. Miracle Strip Parkway	
City Hall		
Mary Esther City Hall	195 Christobal Road	
Library		Address
Mary Esther Public Library		100 Hollywood Boulevard
Fire Station		
Mary Esther Fire Department		
195 Christobal Road		
Post Office		
United States Post Office - Mary Esther		
210 Hollywood Boulevard		
Parks		
Azalea Park	5 Azalea Drive	
Bryn Mawr Park	600 Sussex Road	
Elliot Park	254 Elliot Road	
Oak Tree Park	300 N. Lorraine Drive	
Oak Tree Nature Park	Doolittle/Hollywood Boulevard	
S. Bryn Mawr Park	108 South Bryn Mawr Boulevard	
Springdale Park	25 Mary Esther Drive	
Thomas J Pryor Park	195 Christobal Road	
Mary Esther City Pier and Boat Ramp	17 Misty Water Drive	
Schools		Address
		Grade Range
Mary Esther Elementary		320 E. Miracle Strip Parkway
		K-5
Fort Walton Beach High		400 Hollywood Boulevard NW
		9-12



City Hall

Demographics

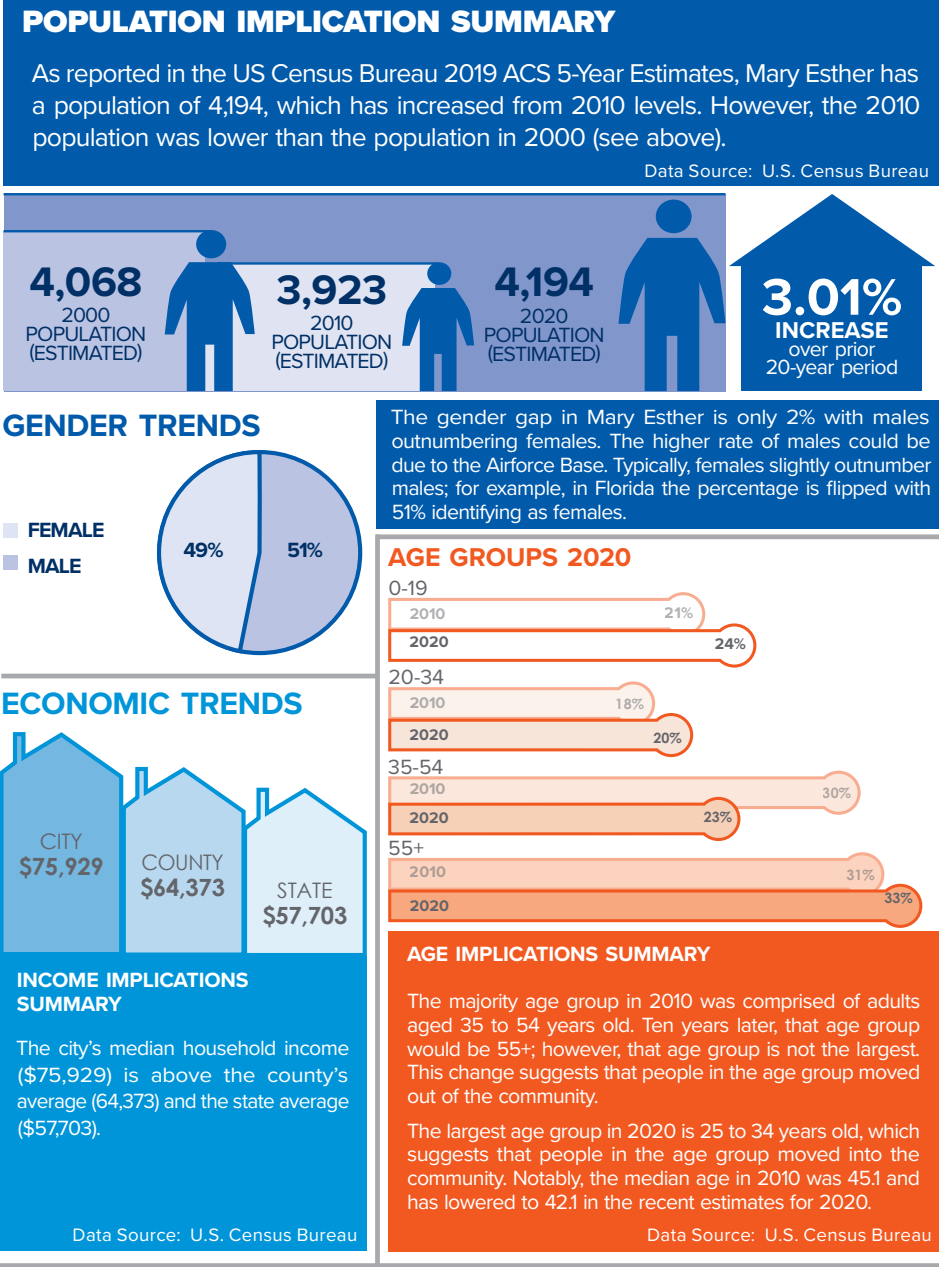
Demographics are ever-changing and understanding the characteristics of the community provides insight into their needs. The consulting team also used the data to compare it with the demographics of those who responded to the survey in order to determine if an accurate representation of the community was engaged.

The city has seen slow growth over the last 20 years. Though the recent construction of the apartments at the mall indicate that is more housing was available, that the city would see a corresponding increase in population.

The median household income of Mary Esther residents is higher than Okaloosa County residents, and median household income of the state of Florida. The median age has trended down by 3 years over the 10 year demographic snapshot. In 2010, the 45 to 54 group was the largest age group and now it is the 25 to 34 year age group.



Activities at the Mary Esther Public Library



Areas of Opportunity

The City of Mary Esther, like many communities, has some issues of concern, but these also present opportunities for new development to reshape the city in a way that contributes to quality of life for residents, promotes a stable commercial base and contributes to the overall prosperity of the city. The issues that rose to the top during the existing condition analysis were the Santa Rosa Mall and the desire for an active town center, the need for diverse and additional housing stock, and the quality of park and recreational offerings within the city.

Retail Conversion at the Santa Rosa Mall

It was 1976 when Santa Rosa Mall first opened it was often said to be the largest mall in Northwest Florida. Today, the same mall is struggling, and its demise is felt by the entire community. What once served as the heart of the community has become a dark spot and a cause of concern for residents. However, the mall site presents a tremendous opportunity for redevelopment. The redevelopment of former mall sites as housing, and mixed-use centers are an increasing trend. At a time when physical retail faces difficult competition from e-commerce, many retail center owners increasingly see residential as both a new revenue source and a way to invigorate stores by putting potential consumers nearby. For suburban malls and shopping centers that are in decline or already closed, demolishing and replacing them with apartment buildings and townhomes is a way to capitalize on what often are desirable locations or along major transportation corridors, and a way for a community to increase their housing stock. This site is uniquely positioned to provide housing for military members from Hurlburt Field.

Another trend to consider is that younger Millennials and Generation Z members are increasingly disinclined to drive. In order to make a mall relevant for the next generation, it should be embedded in a mix of activated, walkable uses that include residential. In contrast to existing malls are interior facing and surrounded by surface parking new designs increasingly densify the perimeter with entertainment, office space, and multifamily housing will bring expanded foot traffic to the retail portion.



Current image of the Santa Rosa Mall



Image of the vision for public spaces in the City of Mary Esther



Nearby Hurlburt Field



Image of the vision for mixed use development in the City of Mary Esther

Missing Middle Housing and Housing Attainability

Missing middle housing is a term that is used to describe a variety of multifamily housing types that are compatible in scale with single family neighborhoods, such as duplexes, fourplexes, cottage courts, and townhouses. The term “missing middle” is meant to describe housing types that were common in the pre-WWII United States but are now less common and, therefore, “missing”. These house-scale buildings fit into the character of existing residential neighborhoods. They support walkability and locally serving retail by providing a level of density that supports the shops, restaurants, and transit. Missing middle housing is intended to meet the demand for walkable neighborhoods, respond to changing demographics, and provide housing at different price points. Missing middle housing units are usually smaller units than single-family homes because they share a lot with other homes, which results in lower per-unit land costs and, therefore, lower housing costs. Missing middle housing types contribute to the financial health of the city through denser and more efficient use of land and infrastructure with more people paying taxes per acre for less infrastructure than large lot single-family homes.

Increasing missing middle housing options may allow families of different sizes, types, and incomes to access quality housing. Missing middle housing options may allow seniors to downsize without leaving their neighborhood. The American Association for Retired Persons (AARP) released a report showing that more and more, Americans want to “age in place” and need easy access to services and amenities available in walkable, urban, transit-oriented communities. Additionally, Millennials have been shown to drive less and seek housing choices in walkable neighborhoods close to transit. The number of automobile miles traveled increased each year between 1946 and 2004; today Americans drive less than 2004, and no more per person than in 1996. The decline in driving is most striking among young people aged 16 to 34, who drove 23% fewer miles on average in 2009 than their age group did in 2001. Furthermore, research suggests that millennials prefer amenity-rich, transit rich, and walkable neighborhoods. Providing missing middle housing types will serve the needs to Mary Esther’s population across the lifetime and family makeup.

Recreation

The City of Mary Esther has a variety of neighborhood parks equitably located across the city, however, many of them are in need of significant improvements to make them attractive to a broader range of users, both in age and ability. The city does not provide active recreational programming at these parks, and should consider providing some light programming and events to draw new users to the parks. It is important to consider local desires and national participation trends in recreational activities when thinking about new investments. People need parks to socialize, and the engagement of the citizens of Mary Esther in this process has indicated that the community desires more places where they can come together. More and more people are turning to parks and other green spaces to improve their emotional and mental well-being, as well as their physical health, and investing in these spaces will provide benefits to improve the city’s health.

Parks as Remedy for Physical Inactivity. Physical inactivity is a concern across all age groups of Americans. Those who do not participate in some sort of activity are more likely to join sports or fitness activities if a friend accompanies them. Multiple studies have found that there has been a sharp and continuing decline in youth sports participation as well as a steady decline in physical activity by youth. These statistics have alarmed youth sports organizations and child health experts alike. One way some agencies are addressing these issues is by hosting sports sampling programs. These specifically designed programs are held over a day or a weekend, during which sports trainers, players and leaders give kids an opportunity to try a variety of sports out for an hour or two and then move on to another sport. Pop-up events in neighborhood parks where events like mini-golf days, family game nights and other recreational activities for kids (and adults) who most likely have never experienced these games and sports before is a good way to spark usage of the park as well as giving users an entry into a new sport.

Parks for Niche Recreation. Pickleball has been named as the fastest growing sport in America by The Economist, pickleball is estimated to have more than 4 million people playing it annually. The best part about pickleball is its universality. Virtually anyone can play, and schools and recreation centers are expanding opportunities for all ages to play in a variety of indoor and outdoor settings.



Places for community events and concerts



Places for organized and informal sports



Facilities, like pickleball courts, attract a wide range of ages and abilities



Places for dogs and their humans to play



Places to cool off



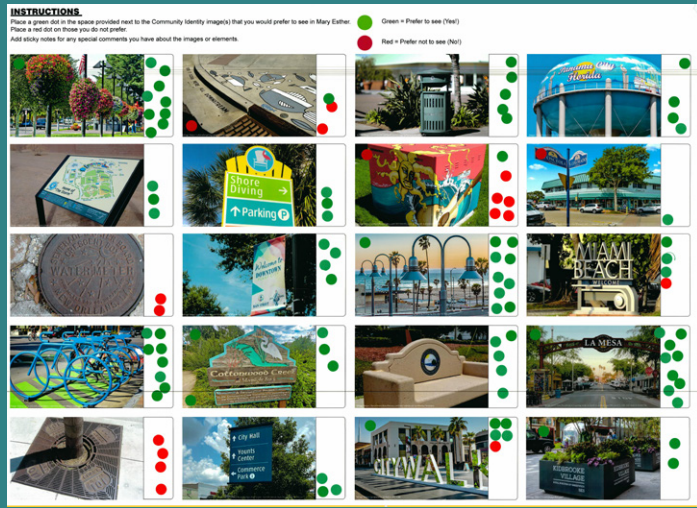
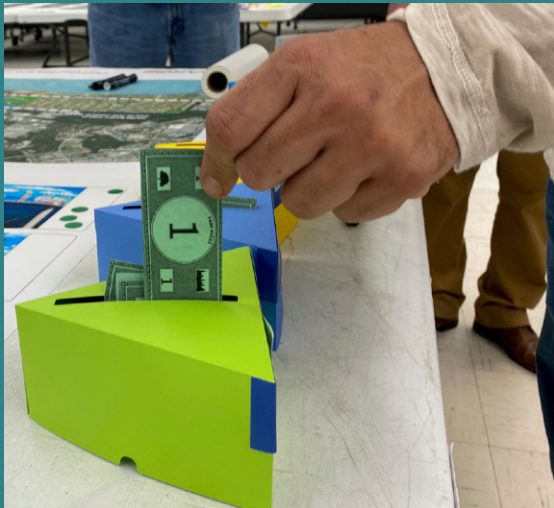
Places for nature and learning

Parks for Dogs (and their humans). Thirty-eight percent of people now travel with their dog, according to research by the National Association of Realtors. Sixty-eight percent of people say that pet-friendly policies influenced their decision to buy or move, 43 percent believe that their dog’s opinion matters on where they live, and 13 percent of people would consider moving if their dogs are not happy with where they live! It has been suggested that a way to take this trend more seriously is to imagine dogs as taxpayers and consider their preferences accordingly when planning new dog parks. No matter the lens that it is viewed through, dogs and their humans provide a high demand for parks.

Parks to Combat Extreme Heat. One of the more detrimental effects of climate change is the trapping of extreme heat in highly developed areas. Often, these highly developed areas contain little heat absorbing natural cover and have high percentages of impervious heat collecting surfaces (like pavement), which amplify extreme heat in the daytime and then radiate it out in the night hours. The concentration of waste energy, air pollution and loss of tree canopy cover all magnify negative health impacts. Lushly planted parks can help to mitigate these impacts.

Parks as Tourism. People love sharing an excellent snapshot with friends and family and sharing some of their beautiful moments in “Instagrammable” spaces. Agencies are optimizing these locations and promoting them as attractive locations. Mary Esther is home to Oak Tree Nature Preserve, which could be promoted as a regional attraction to tourists interested in experiencing native plants and animals. People will have more confidence in the location and return to the venues if they are encouraged to snap photos and post them on social media.

Mary Esther has the opportunity to reposition existing parks to serve the broader needs to the community and has an advantage over other communities who have a shortage of available park land. Parks provide a place where neighbors can meet, which improves community connections. Parks can provide environmental benefits, by reducing air and water pollution, and mitigating heat islands, and are vital infrastructure for the community.



Mary Esther Community Vision Plan

Community Survey

Do you want to guide the future of Mary Esther?

We hope you do, and ask that you take this short survey to help local leaders understand what is important to you.



The survey can be found at
www.surveymonkey.com/r/Mary-Esther
or the QR code at the right

Paper copies available at City Hall and
the Mary Esther Public Library



Thank you for your time and input!

For more information on the Community Vision Plan,
see <https://www.cityofmaryesther.com/338/Community-Vision-Plan>

Consulting Team



3. Engagement Process

The public outreach for the project included three basic components: group stakeholder interviews or discussions, a community interest and opinion survey, and two public workshops. In each exercise, the planning team asked a series of questions and used visual preference activities to understand the desires of the citizens of Mary Esther. Detailed information about the input can be found in the appendix.

Stakeholder Interviews

With the help of the City of Mary Esther staff, the planning team conducted four stakeholder focus group sessions on December 13 & 14, 2021. A total of approximately 25 participants joined in the focus group meetings. The focus group participants were identified and invited by city staff (please see the acknowledgment page for a list of individuals). Individuals involved in the process represented the following groups: Public Services and Education, Economic Development, Public Safety people and Families. These Groups provided vital information across many issues facing Mary Esther and their input helped to inform questions that were included in the Community Survey. The input can be broadly categorized into the following subject areas: Government Services, Community Identity, Parks and Public Spaces, Quality of Life, Town Center/Mall, and Transportation. A summary of the input is included on the following pages.

If there is just **one thing** this Vision Plan covers, what would that be?

- Develop a **brand** for the city
- Identify the **identity** of Mary Esther
- Spend money **intentionally**
- Create a **place** to intersect - a square or town center
- Update the **visual impact** of the community
- Improve **quality of life** for businesses and citizens
- Create a **workforce housing** solution set
- Become a **pedestrian friendly** community
- Fix the **traffic** at the school

Stakeholder priorities

18 Vision Plan

City of Mary Esther

City of Mary Esther

Vision Plan 19
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Stakeholder Input Summary

GOVERNMENT SERVICES 	- Implement the city’s wastewater plan and ensuring capacity for future growth - Become a partner in future expansions of Hurlburt Field and Eglin Air Force Base - Solve the code enforcement issues, address the issue of abandoned homes and provide more lighting throughout the city
COMMUNITY IDENTITY 	- Mary Esther should be more than a pass-through and to have a strong identity separate from Ft. Walton - The trees located within the medians of Miracle Strip Parkway/ Highway 98 are viewed as a character defining element to retain - There is a strong sense of community spirit, with neighbors helping neighbors and participating in public beautification projects
PARKS AND PUBLIC SPACES 	- The library is well loved, and it’s supporters would like to see a new library with more space and resources - Improvements to the existing parks are needed to make them more usable - A community center is desired - More outdoor walking paths and bike trails - The public boat ramp needs improvements
QUALITY OF LIFE 	- Improvements to community appearance are desired (lighting, signage, infrastructure, landscaping) - Homeless housing - More community events
TOWN CENTER/ MALL 	- Need for a Town Center - Need a central gathering space for community events - The Santa Rosa Mall should be redeveloped into a “live work play” community with a variety of appealing businesses and entertainment options
TRANSPORTATION 	- In the future, Mary Esther will have sidewalks, bike paths, lighting, and consistent and attractive signage - Highway 98 is also improved, with the access for Mary Esther Elementary relocated to Hollywood Boulevard - Alternative routes and mass transit should be developed to help alleviate traffic flow concerns

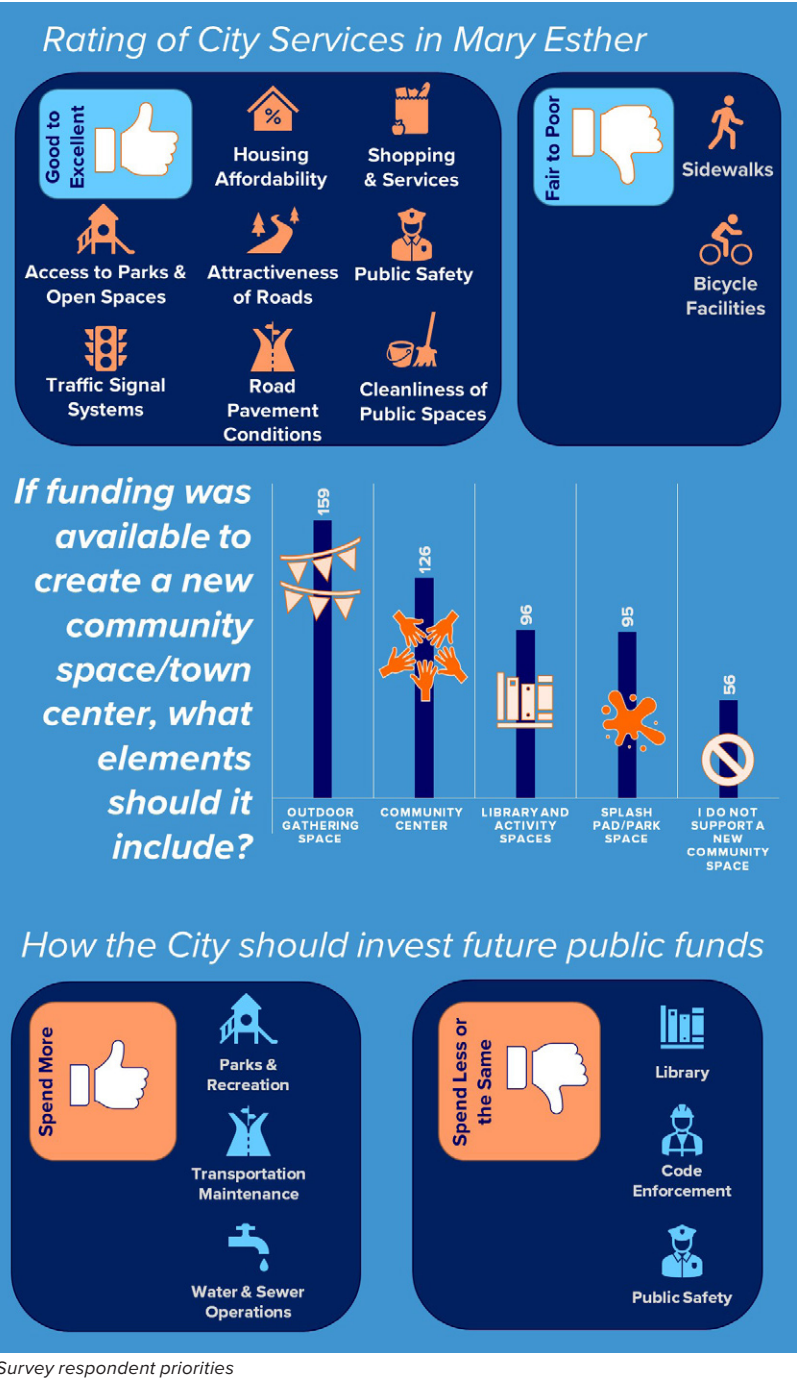
Community Survey

As a part of community engagement efforts, an on-line survey with 25 questions was launched on February 11, 2022 and closed on March 14, 2022. The questions for the survey were developed based on input received during the stakeholder meetings held on December 13 and 14, 2021; the consultant team worked with City staff during a back-and-forth review process to refine questions. The survey was made available on the City website and in print at the City Hall and the Mary Esther Public Library, as well as promoted through direct emails and on social media outlets. The survey received 277 responses, which is roughly 6 percent of the city’s population.

In addition to basic demographics, the questions in the survey varied from rating city services and amenities, to questions about how the city should spend funds to how residents would like to hear about community activities. Access to parks, open space, and services ranked the highest in satisfaction, while bicycle lanes and facilities and the condition and connectivity of the sidewalks were ranked the lowest. The responses show a clear desire for multi-modal transportation options. Addressing the city’s water and sewer infrastructure is the top priority, with addressing road congestion on Highway 98 and providing more walk and bike options were the high priorities. The highest priorities for future investment were on water and sewer projects, and parks and recreation projects, while spending less on planning and code enforcement was ranked as the area to spend less funding.



78% of survey participants would be willing to **walk or bike** to parks, school, or work if it was **safe and convenient**.



Survey respondent priorities

What would you *change* about Mary Esther? (ranked in order of priority)

Address **infrastructure needs** associated with water and sewer systems

Address **congestion** on Highway 98 at Mary Esther Elementary School

Provide more **walk and bike** options

Focus on **public safety**

Address **maintenance and sanitation**

Develop a centrally located **community center**

Organize more **community events**

Survey respondent priorities

Vision Plan Public Workshop

As a companion to the stakeholder interviews and online survey, a public workshop was held at Mary Esther Elementary School on Tuesday, February 21st, with over 40 community members in attendance. Building on the input received in the previous engagement, the community was invited to provide input on the following categories: Public Investment Priorities, Parks and Open Space, Mobility and Connectivity, and Mixed-use Town Center.

Public Investment

Participants were given five one-dollar bills and asked to spend them between the following competing priorities that had been identified in previous engagement activities: Redevelopment Opportunities, Mobility + Connections, Tourism/Public Attractions, Parks + Open Spaces, and Workforce Housing. The Parks + Open Spaces category was the clear winner, garnering \$71 of the total of \$131 “spent”. Redevelopment Opportunities was the second highest category.

Brand and Identity

In previous engagement activities, the consultant team heard participants say that Mary Esther needs to develop a recognizable brand for community identity. Participants were asked to indicate which images that illustrated ways to brand the community through landscaping, decorative street light poles, various signage examples, and artistic bike racks. The highest rated images that participants indicated they would prefer to see were high impact decorative street lights that included hanging plants, gateway signage, and decorative bike racks. The images that participants indicated they would not prefer were branding of utility infrastructure like tree grates, stormwater inlets, traffic signal controller boxes.

Parks and Open Space

Mary Esther is blessed with many parks equitably distributed across the community, however, many of them are in need of comprehensive improvements as is reflected in the comments made about each of the existing parks. When asked to provide feedback on what elements they would like to see in parks, images that showed updated playground or recreational facilities, natural areas with lush landscaping and providing opportunities for walking, biking or small boat access scored favorably, as did places within commercial or town centers that provided places for people to gather together for community events or dining out.

Mobility and Connectivity

Participants were asked to review existing condition cross sections of three city streets: Mary Esther Boulevard, West Hollywood Boulevard and West Miracle Strip Parkways and match them with character images that they would prefer these streets look like in the future. They indicated that the tree lined center median character of Miracle Strip Parkway should remain, and that Hollywood Boulevard and Mary Esther Boulevard should transition to a more pedestrian and bike friendly character both in terms of building placement and facilities for walking and biking, as well as vehicular traffic. Again, the redesigning the driveway for Mary Esther Elementary to be primarily from Hollywood Boulevard was indicated as a near term priority.

Public Investment Priorities



Identity + Branding



Vision Plan Public Workshop input results

Mixed Use Town Center

Participants were asked to provide general comments about their thoughts concerning the mall and the center commercial core of the city, as well as indicate preferences for the character of new building and urban design character, and specifically where opportunities for new housing types would be best suited. In the mixed use category, there was a clear preference for images incorporating robust public spaces and active street life, illustrating a small town character. In the housing centered activity, participants were asked to indicate where new single family, town house, manor house or larger multi-family structures would be best placed. Participants indicated possibilities for redevelopment along Mary Esther Boulevard and the mall for larger multi-family/apartment developments, and a preference for less intensive building forms adjacent to existing single family neighborhoods.

Draft Vision Plan Public Workshop

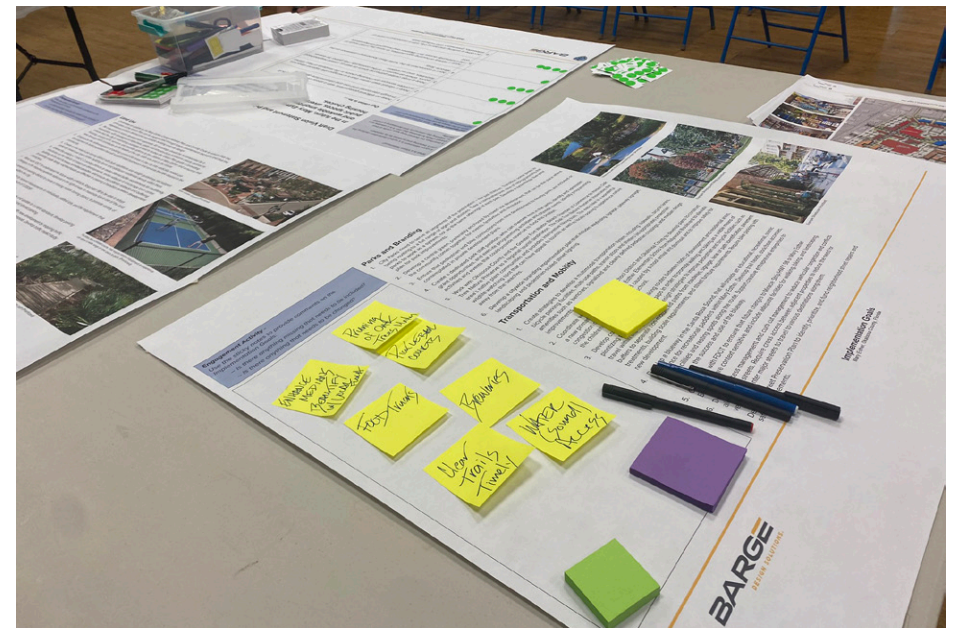
The Draft Vision Plan Presentation and Workshop was held on Monday, May 22nd with the Mary Esther City Council and members of the public at the Santa Rosa Mall.

A draft of the Vision Statement and Principals was presented, with supporting illustrative concepts and character images, and Implementation Goals, to set the course for the city to move forward on the shared vision created in this process. The draft vision is the culmination of input throughout the process with a focus on the themes of efficient government, a vibrant town center, a large central gathering space welcoming neighborhood parks, a connection to the Santa Rosa Sound and a presence on the Miracle Strip, variety of housing opportunities and a connected network of sidewalks, greenways and multi-use trails to provide opportunities for walking and biking for recreation and daily travel.

The conversations focused on next steps of how to implement the vision, but also continued input of previous themes of needs in the city, including maintenance of existing parks, or the need for different facilities within the parks, the need for central gathering spaces for events and access to the waterfront.



Draft Vision Plan Public Workshop comments



Draft Vision Plan Public Workshop comments



4. The Vision

Vision Statement and Guiding Principles

In the future, Mary Esther will have an identifiable and walkable small-town character, with vibrant public spaces, diverse businesses, and a variety of housing choices.

Our vision is to...

- have an efficient government, with a strong economic base built through intentional land use and infrastructure decisions;
- have a vibrant town center that is a recognizable regional attraction, provides services and housing choice to the residents of Mary Esther;
- have a large central gathering space as well as welcoming neighborhood parks, where all members of the community may gather for events, festivities, and recreation;
- have a connection to the Santa Rosa Sound and a presence on the Miracle Strip;
- have a variety of housing opportunities, to serve the broad needs of the community across their lifetimes and household configurations; and
- become a walking and biking city, with a connected network of sidewalks, greenways and multi-use trails.

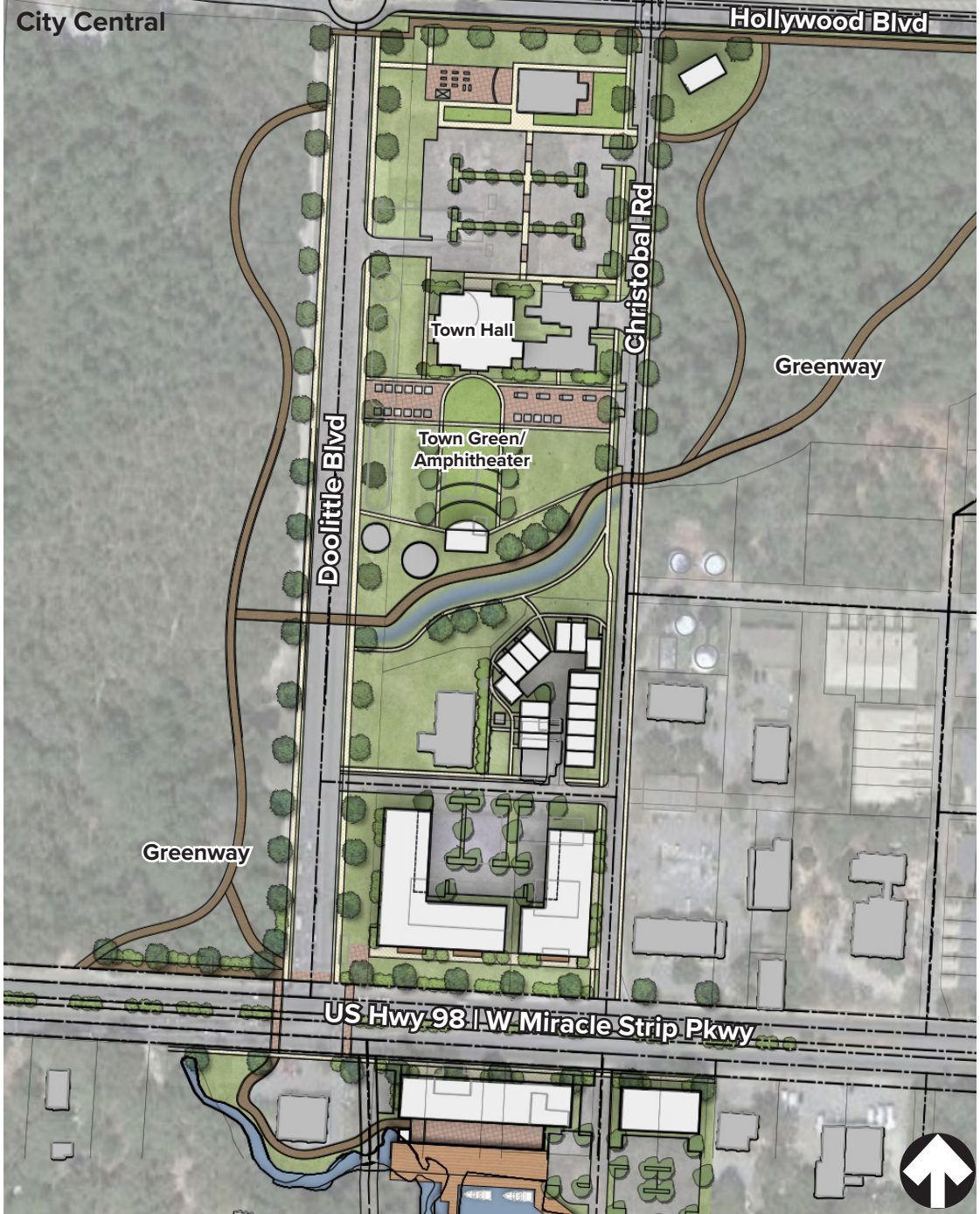
Throughout the vision plan process, residents, city leaders and stakeholders have shared their ideas for the future of Mary Esther. The initial stakeholder meetings, the community survey, and the public workshops all helped to shape what the shared vision for the future of Mary Esther is. Throughout the community engagement process, themes such as efficient government, a desire for a town center, with a public space that is the heart of the community, more connection to the waterfront, a variety of housing choices and walking and biking connections, were shared.

A Vision Statement is a written declaration clarifying the plan's meaning and purpose for community members. It describes the desired long-term results of their shared efforts to develop the plan. The Vision Statement and the six Guiding Principles, shown to the left, have been developed from the inputs received in the community engagement efforts to further support the vision, and help guide future programs, policies and investments that the city will need to implement the vision.

These six principles are further described and illustrated on the following pages of this chapter.

Efficient Government

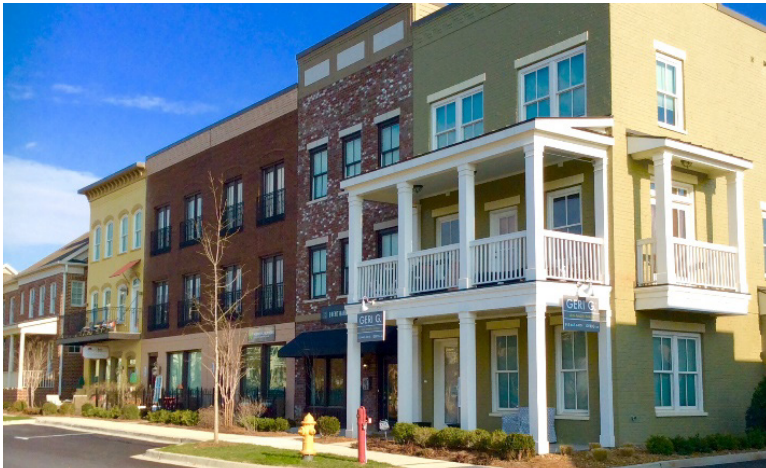
Our vision is to have an efficient government, with a strong economic base built through intentional land use and infrastructure decisions.



Green



Amphitheater



Townhouses and Mixed Use Buildings

Vibrant Town Center

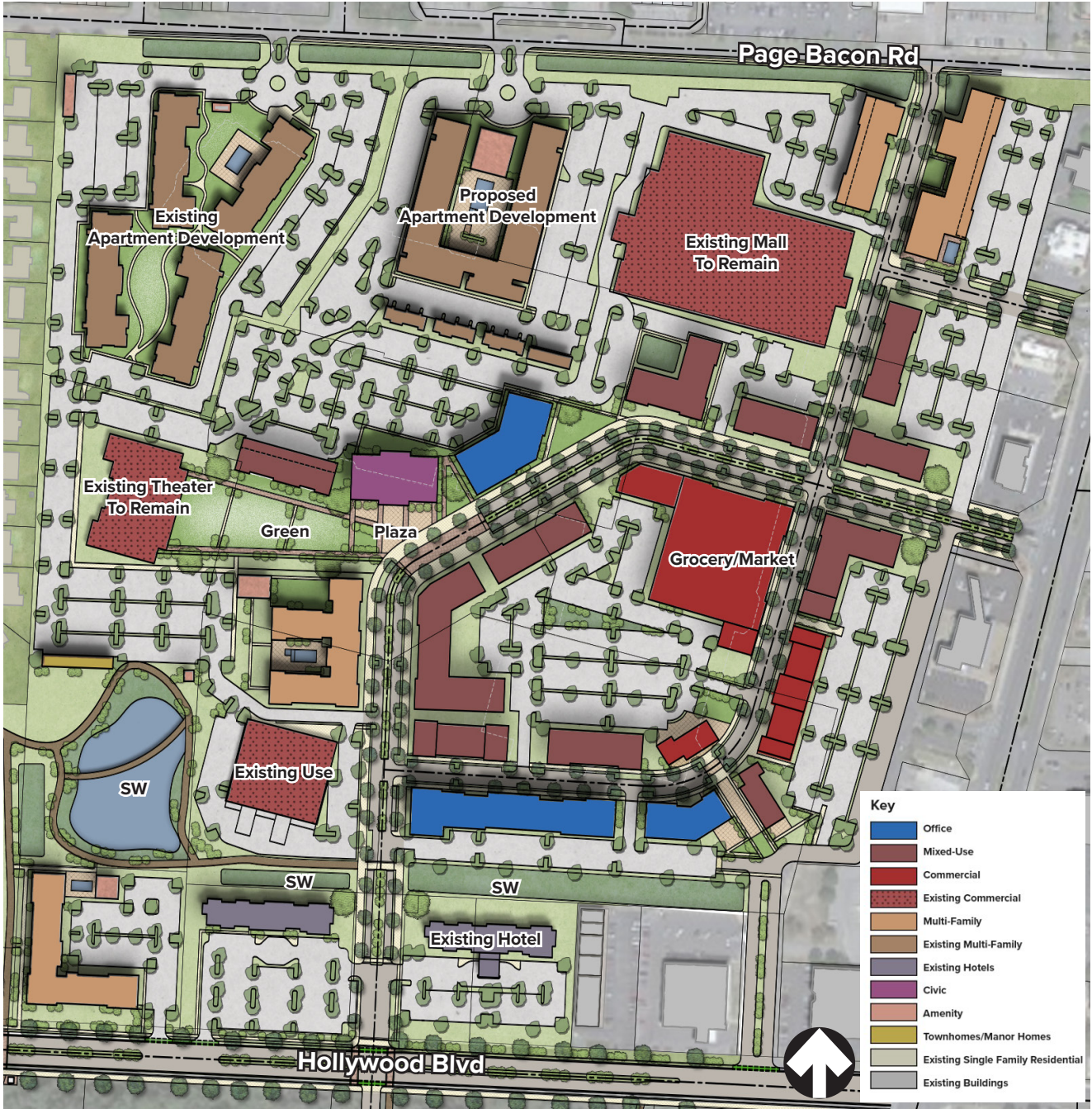
Our vision is to have an vibrant town center that is a recognizable regional attraction, provides services and housing choice to the residents of Mary Esther.



Mixed Use Town Center with Public Spaces

The Right Mix of Uses and Forms

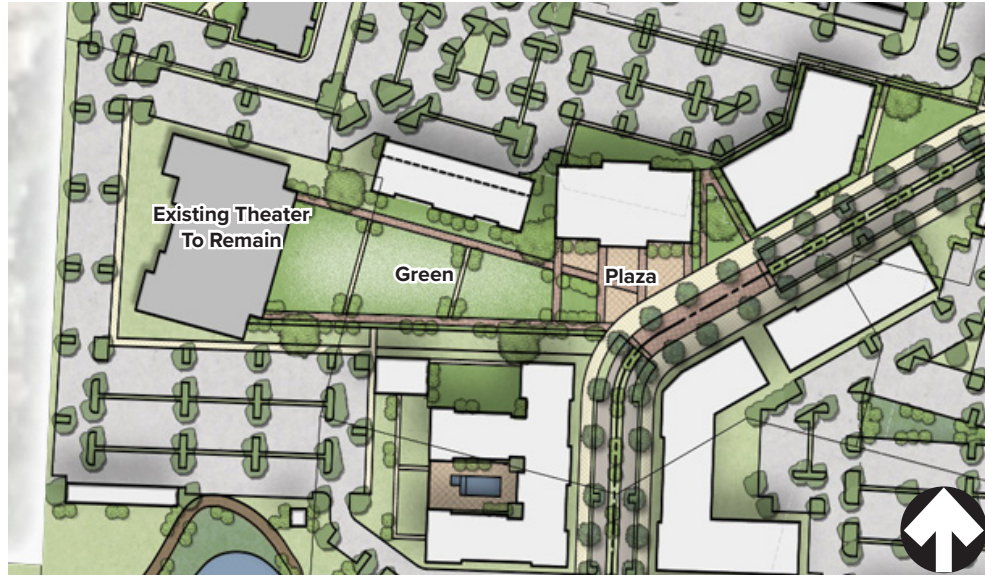
are key to creating vibrant and active centers. Mixed use buildings contains different components and uses, rather than a single use building that one serves on purpose. They can contain a combination of components such as commercial, retail, office, housing, medical or recreational components. They are designed and places to maximize pedestrian activity and interest.



Mixed Use Town Center with Public Spaces

Central Gathering Space and Vibrant Neighborhood Parks

Our vision is to have have a large central gathering space as well as vibrant neighborhood parks, where all members of the community may gather for events, festivities, and recreation.



Option A - Town Center with Green as Focal Point



Option B - City Central with Green and Amphitheater



Vibrant Neighborhood Parks to serve the entire community, all ages and abilities, provided places to exercise, play, socialize, participate in group activities, explore and relax in nature.

EXERCISE & PLAY	SOCIALIZE & PARTICIPATE	EXPLORE & RELAX IN NATURE

Establish a Connection

Our vision is to have a connection to the Santa Rosa Sound and a presence on the Miracle Strip.



Recreational paddlers



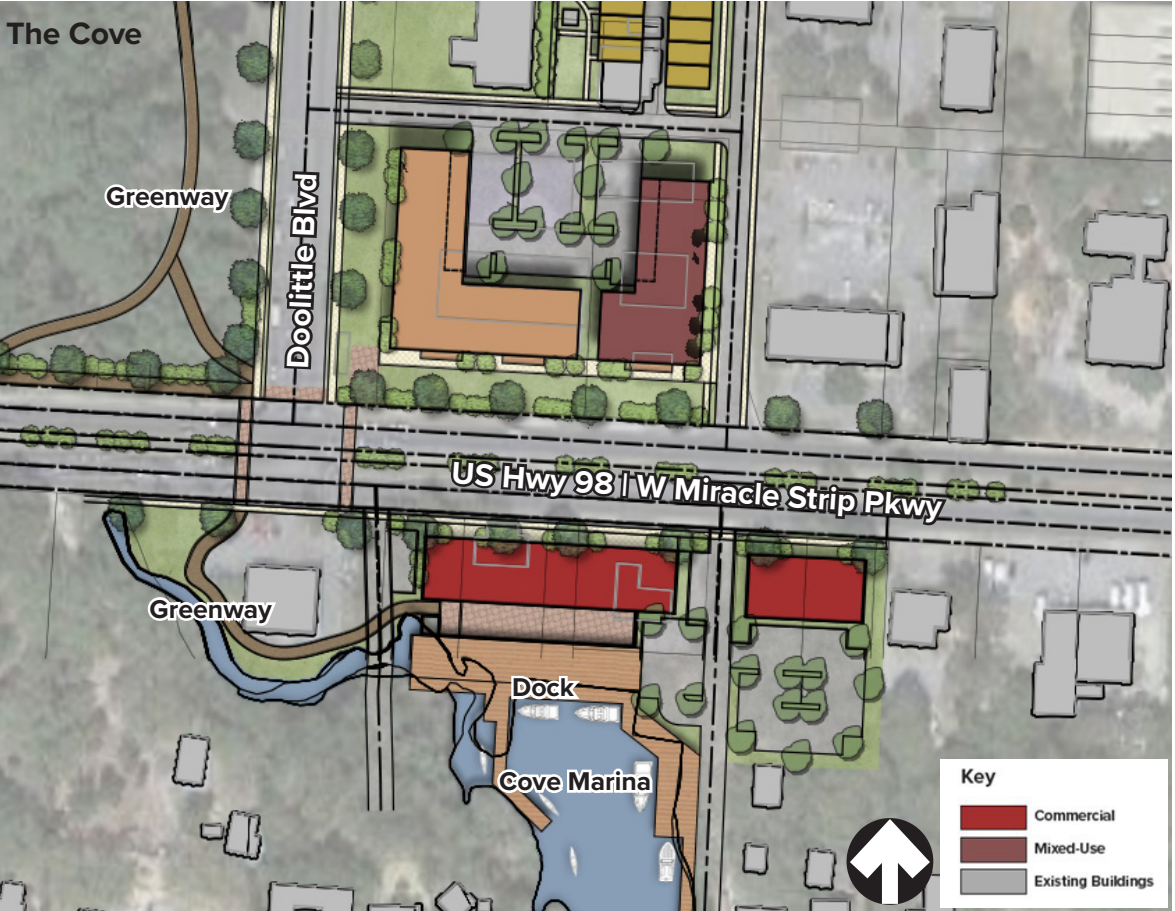
Existing conditions at The Cove



A blueway route in the Santa Rosa Sound would provide an educational, recreational, and scenic experience for recreational paddlers within Mary Esther. Trail heads, dock/boat accesses, public facilities and resting spots should be developed along the route. Development at The Cove should provide a place for creative entrepreneurial enterprises to encourage the success and use of the blueway.

The Cove as a Development Opportunity

The Cove, and the area surrounding it, has opportunity for redevelopment and economy improvement; the intent of this vision principle is to develop this area and establish biking and walking connections with the construction of a greenway system and enhanced pedestrian infrastructure on the adjacent streets, as well as develop an active connection to the waterfront. In addition to opportunities for commercial enterprise along the water front, there is also opportunity for housing on the upper levels of structures on the north side of the Miracle Strip to take advantage of waterfront views.



Mixed use buildings



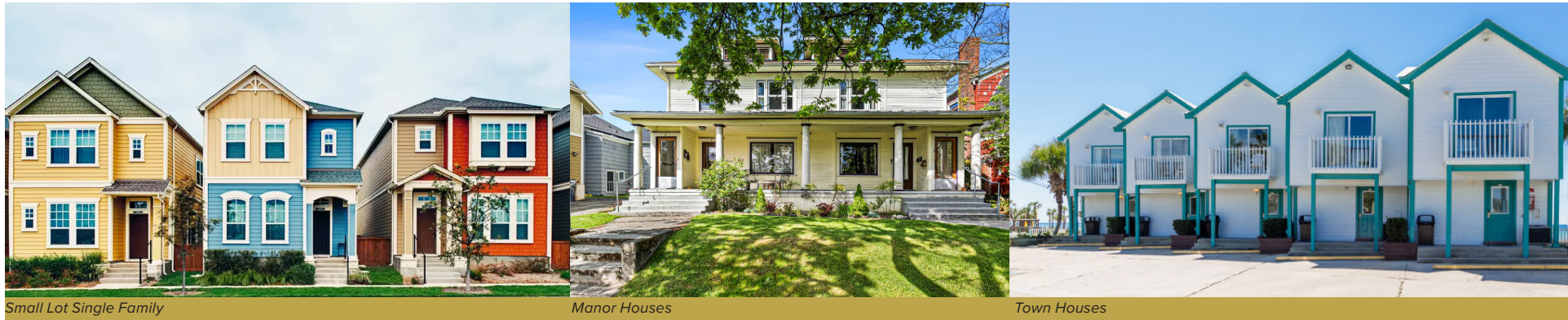
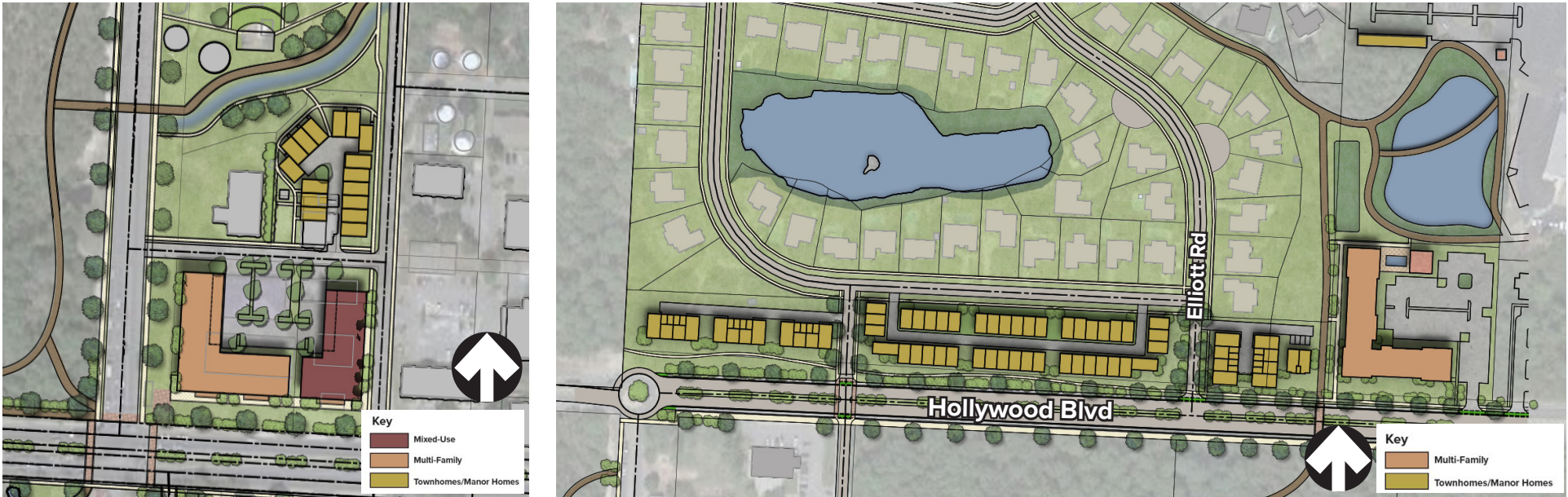
Water oriented dining



Water oriented dining

Housing Opportunities

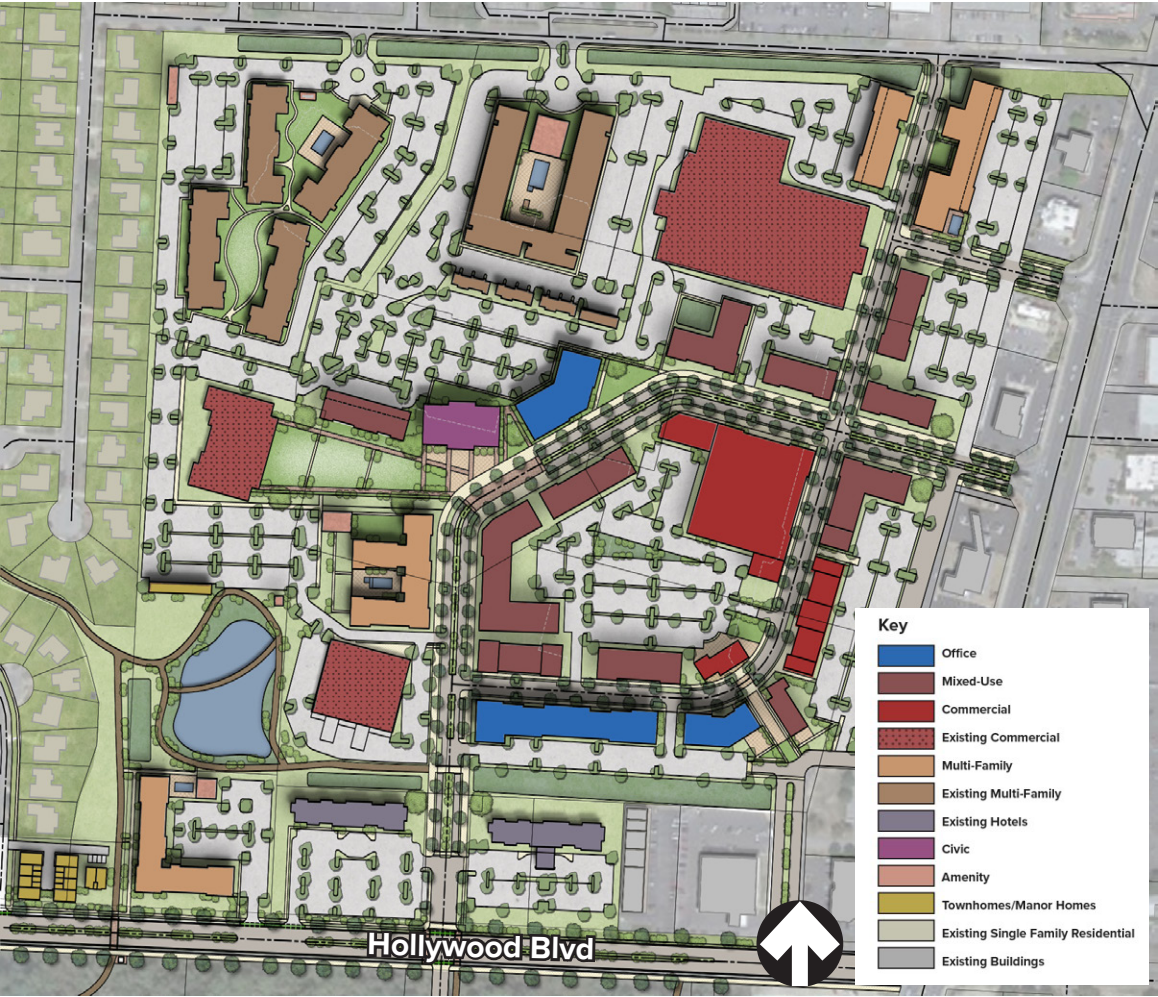
Our vision is to have a variety of housing opportunities, to serve the broad needs of the community across their lifetimes and household configurations.



Increasing Housing Supply in the City

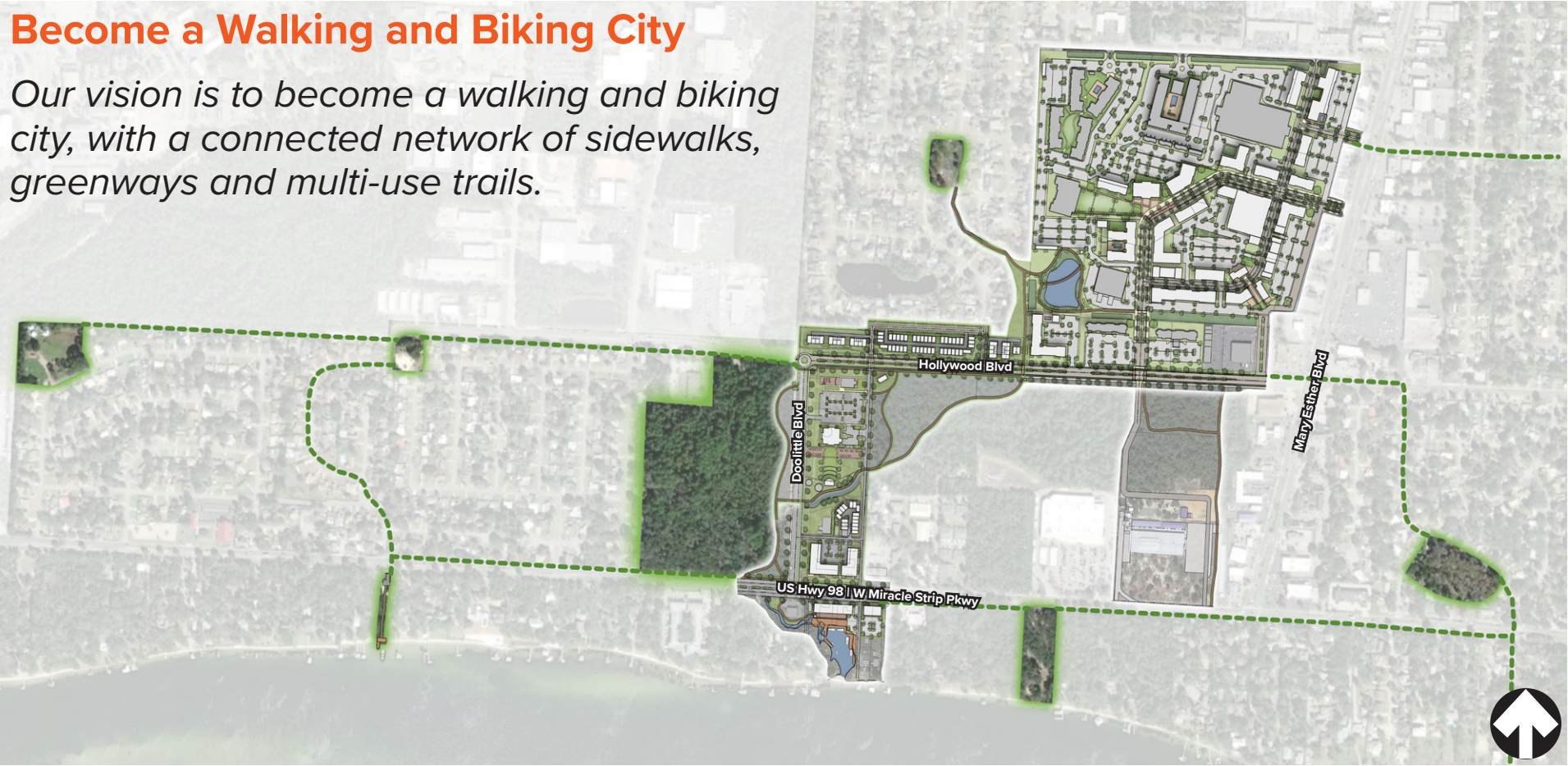
Mary Esther is unable to expand it’s borders, being surrounded by the City of Fort Walton on the north and east, Hurlburt Airforce Base on the west, and the Santa Rosa Sound on the east, so annexing land to provide additional housing opportunities is not a possibility, but redeveloping land in the center of the city with the intent of providing additional housing is an opportunity as there is land that is prime for redevelopment, such as the mall, but also along Mary Esther Boulevard, Hollywood Boulevard and the Miracle Strip.

Additional housing opportunities can be provided in the form of small lot single family, manor houses, townhouses, stacked flat apartment buildings and within mixed use buildings.



Become a Walking and Biking City

Our vision is to become a walking and biking city, with a connected network of sidewalks, greenways and multi-use trails.



Alleviate Congestion on the Miracle Strip caused by Mary Esther Elementary

The citizens of Mary Esther agree that relocating the driveway for Mary Esther Elementary from the Miracle Strip to Hollywood Boulevard with a generous carpool queuing lane would alleviate congestion at pick up and drop off times, and would improve safety for the children accessing the school.





5. Implementation Strategies & Goals

The goal of this vision plan is to identify issues facing the city and the community’s desires and to establish a common vision for future investments or changes in the city. In order to implement the vision, the city will need create partnerships with partner agencies and take action steps to make the necessary changes to implement the vision.

Comprehensive Plan Changes

The State of Florida mandates that local governments maintain a comprehensive plan, that contains elements addressing future land use, housing, transportation, infrastructure, coastal management, conservation, recreation, and open space, intergovernmental coordination, and capital improvements. The changes identified in this plan would need to be addressed within the city’s comprehensive plan

Zoning and Land Development Regulations Updates

In partnership with updated to the comprehensive plan, changes to the zoning and land development ordinances and processes would need to be updated to ensure that new development implements the vision of this plan. While the comprehensive plan is a set of high level goals, zoning and land development ordinances are the local laws or regulations that govern how property can and cannot be used. It is the most important tool that a community has to ensure that new development is of a quality that is compatible and enhances the city.

Additional Studies

This plan represents a high level vision of what the community imagines for the future, but more in depth study will be required to implement change, such as feasibility studies to determine whether a project is viable and if it is then design and construction services will be required.

New City Programs

This plan makes recommendations that could require new city programs or staff positions to implement them. In some cases, recommendation may be implemented by existing city staff, or through strategic partnerships with other government entities, but in some cases the programs may require the creation of additional staff positions.

Capital Improvement Projects

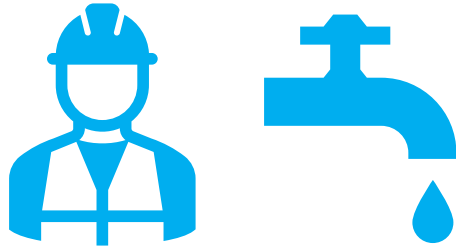
Many of the recommendations at the core of this vision - a public lawn, and the implementation of a connected pedestrian network across the city - are capital improvement projects, major improvements to the city that are facility or infrastructure projects.

Public-Private Partnerships

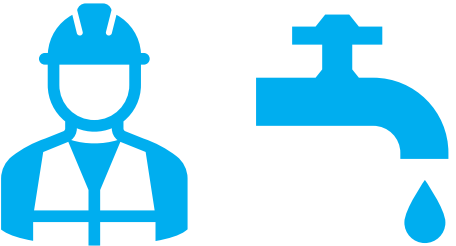
Public-private partnerships involve collaboration between a government agency and a private-sector company that can be used to finance, build, and operate projects, such as public transportation networks or parks.

LAND USE	ACTIONS	
 	1.	Undertake an update to the Mary Esther Comprehensive Plan and Zoning Code to ensure that the principles of the Vision Plan can be implemented through future development decisions and that the regulations produce desired and marketable building and site design.
	2.	Be intentional in future development approvals. All rezonings should be accompanied by a masterplan, with development objectives, yields and infrastructure provisions clearly defined to ensure that the city is maximizing available to land to further the Vision Plan goals of providing housing, employment, services, and mobility options to the citizens of Mary Esther and ensuring that new development contributes to the health of the city, both now and in the future.
	3.	Ensure that adequate off-site improvements are required with new development by requiring traffic impact studies and other utility studies with major development proposals. Develop traffic impact study procedures and requirements.
	4.	Review the zoning code parking requirements and update them to meet current best practice industry standards, develop parking reductions for mixed use or walkable development and shared parking.

ACTIONS		LAND USE
5.	Emphasize the redevelopment of existing commercial areas in the city into vertically mixed-use development to build population that will support retail businesses and services that are desired in the community. • Create a new mixed-use zoning district with bulk regulations and design guidelines that support vertically mixed-use town center building forms and additional residential density within them. • Amend the existing C-1 and C-2 zoning districts to revise internal buffer requirements for multifamily structures on the interior of mixed use developments, revise setbacks to encourage town center building forms and increase permitted densities, and ensure that exterior setbacks and buffering to existing single family neighborhoods are effective in creating a transition between development characters. • Work with FDOT to understand the future width of Miracle Strip/ HWY 98 to be able to adopt changes to the required setbacks adjacent to the right-of-way to maximize future use of the land.	 
6.	Create or amend an existing district to create a missing middle zoning district, to promote variety of housing types within the city. • Adapt the R2 district to remove requirements for individually platted lots, and the requirement that each unit shall be a minimum of 1,000SF. • Permit up to 20 dwelling units per acre.	

STORMWATER & WATER/SEWER	ACTIONS	
 	1.	Develop Stormwater Management Programs that will result in the reduction of water pollution caused by stormwater runoff helping to increase the quality of the water leaving a site.
	2.	Implement a public awareness and educational program to inform citizens of the importance of stormwater management programs.
	3.	Incorporate resiliency aspects into new projects, such as low impact design, that increase stormwater permeability. Promote resilient and quality building and infrastructure design. Consider incentives for the inclusion of green infrastructure.



ACTIONS		STORMWATER & WATER/SEWER
4.	Require street trees with new development. Encourage the planting of trees throughout the city to create new or increase existing shade canopy.	 
5.	Continue to implement the adopted Water and Sewer Masterplans to upgrade infrastructure in the city.	
6.	Partner with the Florida Department of Environmental Protection and Okaloosa County to decommission the existing Wastewater Treatment Plant and connect to the treatment facilities of Okaloosa County.	
7.	Incorporate living shoreline policies into Coastal Management Plans, prioritizing the use of natural materials like rock, sand and plant materials that will promote the growth of plants and animals over the use of concrete seawalls or other hard structures.	



TRANSPORTATION & MOBILITY	ACTIONS	
	1.	Create strategies to develop a multimodal transportation system, including sidewalks, bicycle lanes, bicycle parking facilities, multi-use paths, transit stops and shelters (as appropriate) pedestrian amenities such as benches, signalized and clearly defined pedestrian crossings, and median design improvements.
	2.	Coordinate with Okaloosa County School District and Okaloosa County to develop plans to construct a new primary access drive for Mary Esther Elementary School from Hollywood Boulevard to alleviate congestion on Miracle Strip/HWY 98 caused by school arrival and dismissal and to improve safety for the children traveling to and from school.
	3.	Coordinate with FDOT to ensure that future changes to Miracle Strip/HWY 98 or Mary Esther Boulevard are context sensitive and include adequate facilities for walking, biking, and landscaping.



44 Vision Plan



City of Mary Esther



ACTIONS		TRANSPORTATION & MOBILITY
	4.	Develop a blueway in the Santa Rosa Sound, that will provide an educational, recreational, scenic experience for recreational paddlers within Mary Esther. Develop trail heads, dock/boat accesses, public facilities and resting spots along the route. Support creative entrepreneurial enterprises to encourage the success and use of the blueway.
	5.	Develop access management and curb cut management to reduce vehicular congestion and conflicts along major streets. Require cross access between adjacent properties to reduce the need for vehicles to enter major streets to travel to various destinations along them.
	6.	Develop a Street Preservation Plan to identify, prioritize, and fund neighborhood street repairs and safety improvements.



City of Mary Esther



PARKS & BRANDING



ACTIONS

- 1. City Parks need to serve all segments of the population – not just children. Transition some parks to being inviting to a full range of ages and abilities. Undertake a Comprehensive Citywide Parks and Recreation Master Plan to establish the vision for the parks to function as a system, not as the same offerings at each park.
- 2. Develop a central green, preferably anchored by mixed use development, that can be the place where the community comes together for events, festivities and recreation.
- 3. Ensure that pedestrian and bike connections from new development to nearby parks are included or contemplated in private development plans.



ACTIONS

- 4. Create a dedicated park staff position, who can oversee work in the parks, identify and administer grant opportunities, and execute programming activities and citywide events. Identify programming activities and events that could provide revenue to fund this position.
- 5. Work with Okaloosa County and the Greater Fort Walton Beach Chamber of Commerce to market Oak Tree Nature Preserve as a regional tourist destination. The Oak Tree Nature Preserve showcases the area’s native plant communities and provides interpretive hiking trails. The easy hike is a wonderful wildlife watching spot that can have appeal to tourists as well as locals looking to experience nature away from the beaches.
- 6. Develop a citywide branding implementation plan that includes wayfinding signage, gateway signage, landscaping and pedestrian-scaled street lighting.

PARKS & BRANDING



Appendix

Public Engagement Report

- Stakeholder Interviews
- Community Survey
- Vision Plan Public Workshop
- Draft Vision Plan Public Workshop

Public Engagement Report

The consultant team utilizes a layered approach to community participation in the plan the consists of three basic components: a series of stakeholder focus groups, a community interest and opinion survey and two public forums. Across the three components, themes such as the need for more walking and biking facilities, a community gathering space, redevelopment of the mall, more housing opportunities and efficient government were noted. The following pages are a detailed summary of the components and the input received.

Stakeholder Focus Groups

With the help of the City of Mary Esther staff, the planning team conducted four stakeholder focus group sessions on December 13 & 14, 2021. A total of approximately 25 participants joined in the focus group meetings. The focus group participants were identified and invited by city staff (please see the acknowledgment page for a list of individuals). Individuals involved in the process represented the following groups: Public Services and Education, Economic Development, Public Safety people and Families. These Groups provided vital information across many issues facing Mary Esther.

An overview of the process was given to each group. Then, each group was asked a series of questions on the strengths and challenges related to the City of Mary Esther. The following pages are a summary of the responses.

Layered Participation Approach



Community Participation Approach

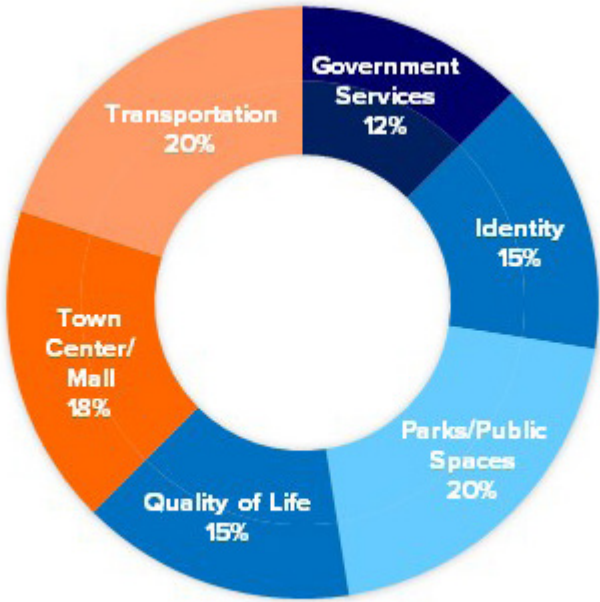


Public Services and Education Stakeholder Meeting



Economic Development Stakeholder Meeting

What is your Vision of Mary Esther in 20 years?



The focus group discussions began by asking the participants to imagine that they left Mary Esther and returned 20 years later. What would they want to see changed or stay the same? Responses varied, but fall within six larger topical areas: Government Services, Community Identity, Parks/Public Spaces, Quality of Life, Town Center/Mall and Transportation.



People and Families Stakeholder Meeting



Government Services

- Implement the city’s wastewater plan and ensuring capacity for future growth
- Become a partner in future expansions of Hurlburt Field and Eglin Air Force Base
- Solve the code enforcement issues, address the issue of abandoned homes and provide more lighting throughout the city



Community Identity

- Mary Esther should be more than a pass-through and to have a strong identity separate from Ft. Walton
- The trees located within the medians of Miracle Strip Parkway/ Highway 98 are viewed as a character defining element to retain.
- There is a strong sense of community spirit, with neighbors helping neighbors and participating in public beautification projects.



Parks/Public Spaces

- The library is well loved, and it’s supporters would like to see a new library with more space and resources
- Improvements to the existing parks are needed to make them more usable
- A community center is desired
- More outdoor walking paths and bike trails.
- The public boat ramp needs improvements.



Quality of Life

- A variety of affordable housing options are needed
- Updated and high quality schools
- Improvements to community appearance are desired (lighting, signage, infrastructure, landscaping)
- Homeless housing



Town Center/Mall

- Need for a Town Center
- Need a central gathering space for community events
- The Santa Rosa Mall should be redeveloped into a “live work play” community with a variety of appealing businesses and entertainment options.

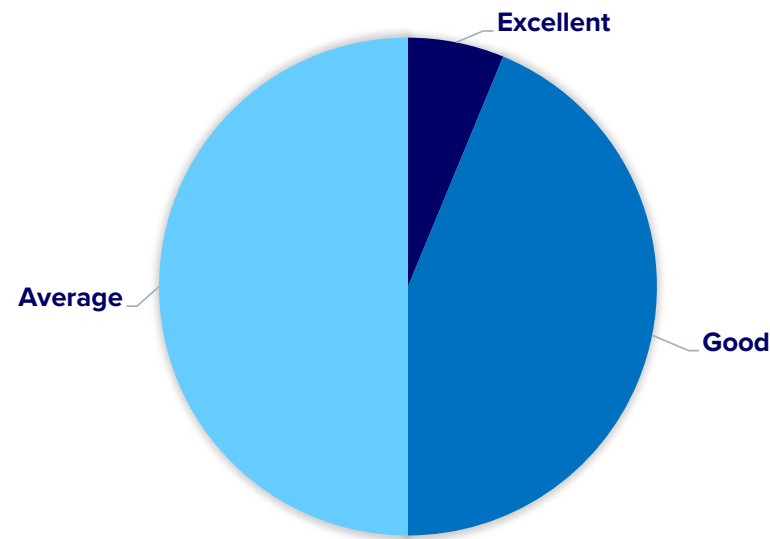


Transportation

- In the future, Mary Esther will have sidewalks, bike paths, lighting, and consistent and attractive signage
- Highway 98 is also improved, with the access for Mary Esther Elementary relocated to Hollywood Boulevard
- Alternative routes and mass transit should be developed to help alleviate traffic flow concerns

Q: How would you rate the quality of life in Mary Esther?

Most of the stakeholder focus group participants consider the quality of life in Mary Esther to be good, though many qualified it as being in the middle of a category (average), though one considered it to be almost excellent.



Quality of Life in Mary Esther

“I would like to spend my money in-house, and know that it’s money being reinvested in Mary Esther.”

-Focus Group Participant lamenting having to travel outside Mary Esther for entertainment and dining options



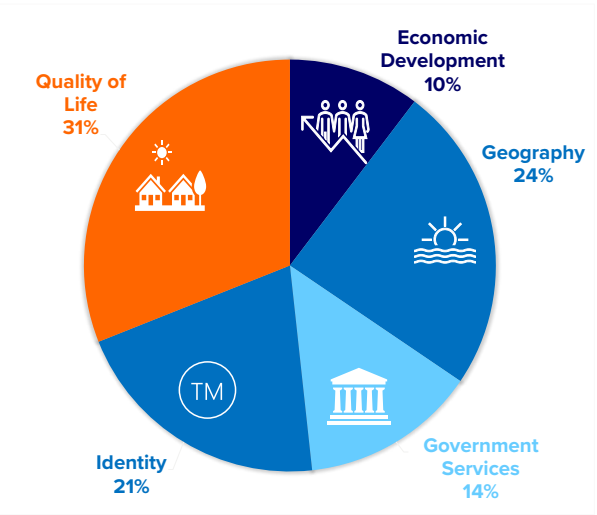
Sunset Mary Esther | www.zillow.com



Aerial View of Mary Esther | www.landsearch.com

Q: What are the STRENGTHS of Mary Esther?

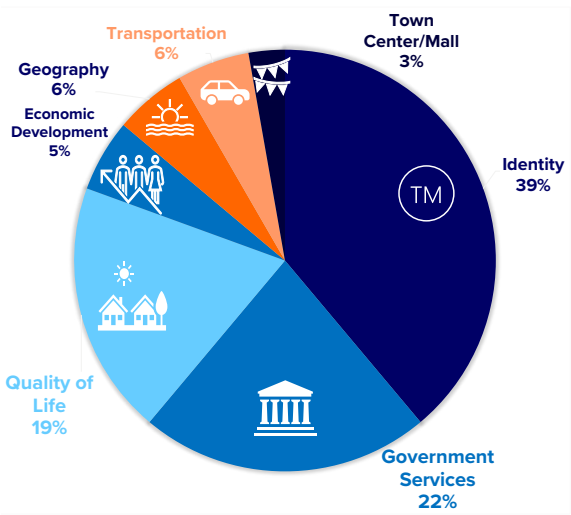
Focus group participants cited the quality of life as the number one strength of Mary Esther. The sense of community as well as the geography and physical characteristics of the City were also cited as the top strengths.



Veterans Day Parade | www.hurlburt.af.mil

Q: What are the CHALLENGES of Mary Esther?

An overall lack of identity and direction was cited as the biggest challenge for the City. An aging or lack of infrastructure, as well as, the need for more City Staff were also top challenges identified by the participants.



Q: Thinking of other places you have visited, what is a community that has characteristics that you would want to bring back to Mary Esther to enhance the quality of life?

What are those characteristics?

Characteristics
Sustainable
Walkable
A destination
Up to date technologically
Safe, child friendly
Need a focal point for the City - Town Center
98/Miracle Strip needs to capture folks who are at beach
We serve the base - attract military to live here



Boat Launch



Plant Street, Winter Garden, FL. | www.Weichert.com

Places
Andalusia has a city square with attractions
Defuniak Springs, FL. - Places where people can go
Branson, MO. - Landing
Ocean Springs, MS - it's small, you can walk everywhere
Korea - all the small towns have Wi-Fi access to services but able to keep small town feel
Midwestern small towns - Town centers & community spirit
Naples, FL.
Ferry Park at Ft. Walton Beach
Destin Commons
Charleston, SC.
Savannah, GA.
Jacksonville, FL. - Town Center
Austin, TX. - Aesthetics - identity
Winter Garden, FL. - City center - place for seasonal events, heart of the community
Bedford, VA. - Small but vibrant community, concerts, parades, 5Ks
Niceville, FL .



Destin Commons, Destin, FL.www.GettheCoast.com



Farmers Market, Rosemary Beach, FL.www.ebbandflow.com

Q: With unlimited funds what are the five things you would change about Mary Esther? (Dream big)

Change
Town Center
Redevelop mall, create a small downtown
Create wetland & Nature Park
Create a place for the community to meet, movies in the park
Build a town center at the mall
Create a waterfront gathering place
Create a large, central community park
Transportation
Transportation and roads
Biking everywhere
Walk-ability
Fix Mary Esther Elementary access and put it on Hollywood Boulevard
Develop a walking city



Fort Walton Food Trucks

Change
Economic Development
Industrial Park adjacent to Mary Esther - keep it full and diversified
City Services
Add a volunteer coordinator position on City staff
Need new water/sewer systems
Add a Mary Esther Police Department
Social services - need mental health and veterans services
More public trash cans
Park/Public Space
New library as part of a nature park
Develop the property beside the library into an outdoor classroom and walking trails
Add a Splash pad
Add an Amphitheater



Bike Path | www.TrailLink.com



Park Bench | www.archiexpo.com



Winter Garden, FL. | www.VisitFlorida.com

If there is just one thing that you want would like to make sure that the Vision Plan covers, what would that be?

One Thing
Decide the brand for the community
Make sure we are spending money intentionally
Create a place to intersect, a square, “Mary Esther Landing”
Improve quality of life for businesses and citizens in Mary Esther
Workforce housing - solution set
Identify the identity of Mary Esther
Livability
Pedestrian friendly community
Update the visual impact of the community
Traffic at school

Is there anything else that you’d like to share that we haven’t asked you?

Anything else?
City Staff should meet productivity goals and assessments
Get rid of treatment plant
Need pickle ball
There is interest in the community to dissolve the city. Quantify the perks of being in the city.
Why are there so many personal service salons - hair cuts, nails, etc? It seems a lot for a small community.
Need a car supercharger station
Consolidation of the cities should be considered
Stop being reactive - be proactive
Quality of local political members
Lack of public trash cans in the community - should be at major intersections
Engage the large companies at Ft. Walton Industrial Park in clean ups

Who else would you recommend that we engage in the process (groups or individual)?

Who to Engage
Churches
Hurlburt - Good Neighbor Club, Spouses Club
Pareek - owns the gas station and Fazolis
Target
Pedro's Restaurant
Piggly Wiggly
The Surge Trampoline Park
Regal Theater
Lenny’s
Brandon Lewis, local State Farm agent
Schools
VFW



City Hall

Community Survey, Summary and Analysis

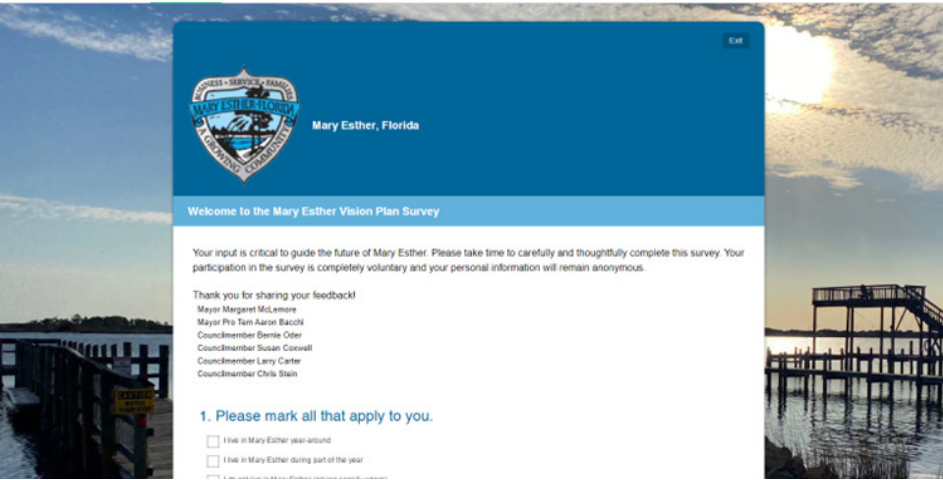
Introduction

As a part of community engagement efforts to develop a Vision Plan to guide the future of growth and development in Mary Esther, an online survey with 25 questions was launched on February 11, 2022 and closed on March 14, 2022. The questions for the survey were developed based on input received during the stakeholder meetings held on December 13 and 14, 2021; the consultant team worked with City staff during a back-and-forth review process to refine questions. The survey was made available on the City website and in print at the City Hall and the Mary Esther Public Library, as well as promoted through direct emails and on social media outlets. The survey received 277 responses, which is roughly 6 percent of the city’s population of 4,309.

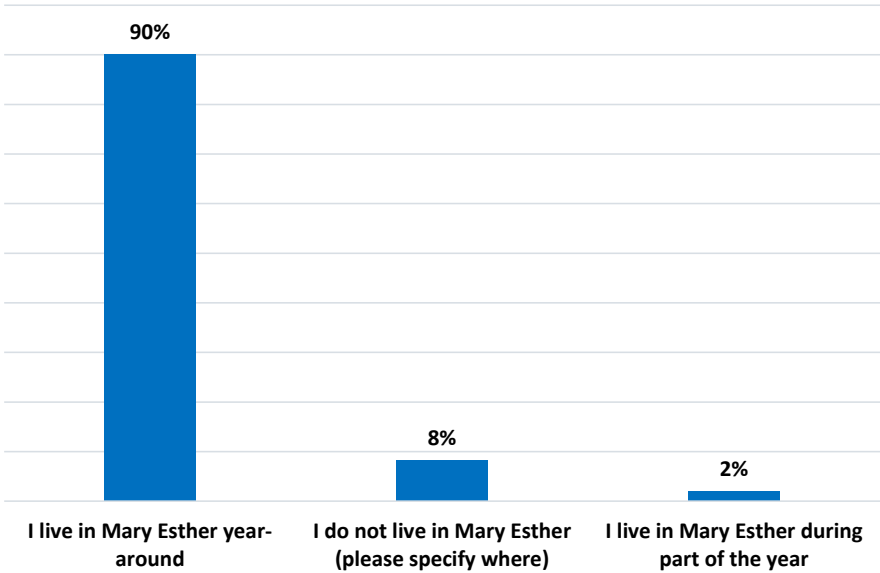
Demographics

Participants were asked to identify if they live in Mary Esther year-around, part of the year, or outside of the city. This question was used to better understand the population and where our survey participants live. The majority (90%) of participants live in Mary Esther year-around, with around 2% living in the city part of the year and another 8% living outside of Mary Esther.

Those participants who did not live in Mary Esther where most often from Fort Walton Beach, other locations included Military and Deployed, Navarre, Shalimar, Crestview, Niceville, Destin and Arizona.



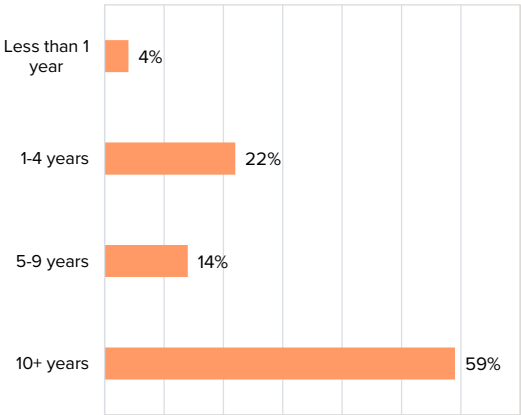
Online Community Survey Screen Shot



Responses to, "Do you live in Mary Esther year-around, part of the year or outside of the city? "

How long have you lived in your current residence?

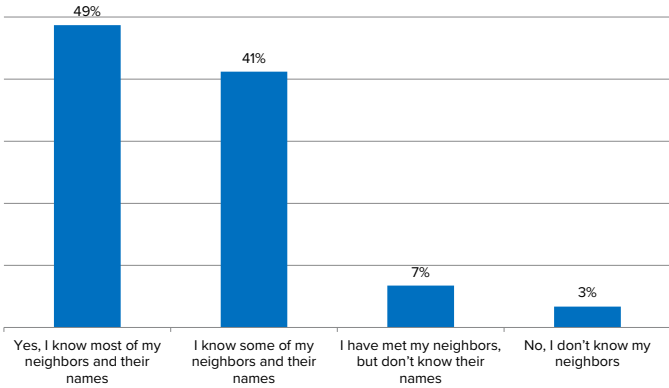
A large portion (59%) of the respondents have lived in their current residence for ten years or more, with a second portion (22%) living in their home for one to four years



Responses to, "How long have you lived in your current residence? "

Please tell us if you know your neighbors

Studies suggest there are community benefits when residents know their neighbors. Most (97%) respondents have either met or know their neighbors, while only 3% do not know their neighbors. These high response numbers emphasize the feeling that Mary Esther has a small town feel and a strong sense of community.

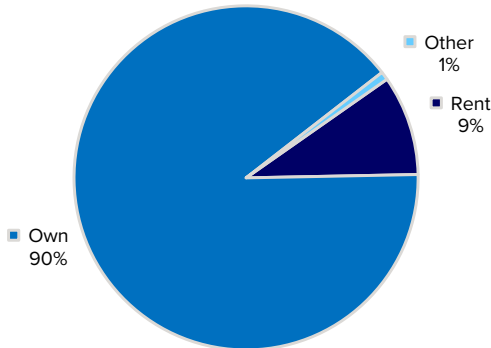


Responses to, "Please tell us if you know your neighbors? "

What is your current housing?

Participants were asked if they own, rent, or have alternate housing. A high percentage (90%) of respondents own a home, while 9% rent.

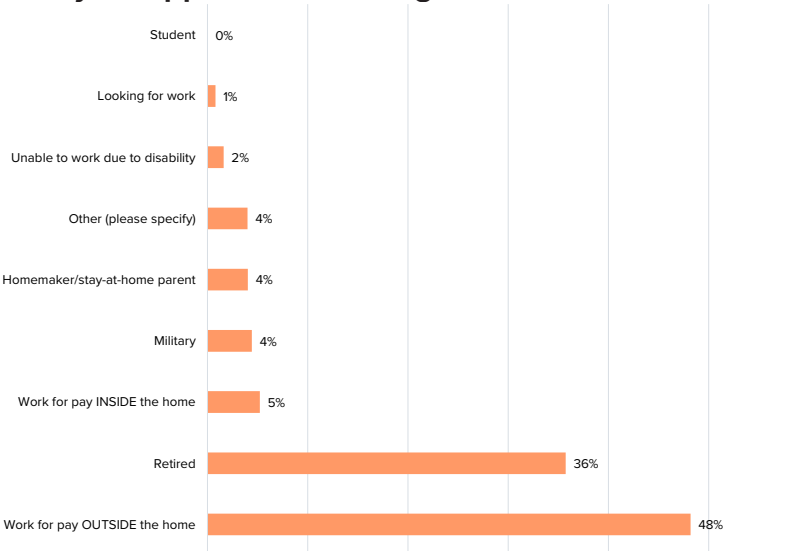
Which of the following describes your employment status?



Responses to, "What is your current housing? "

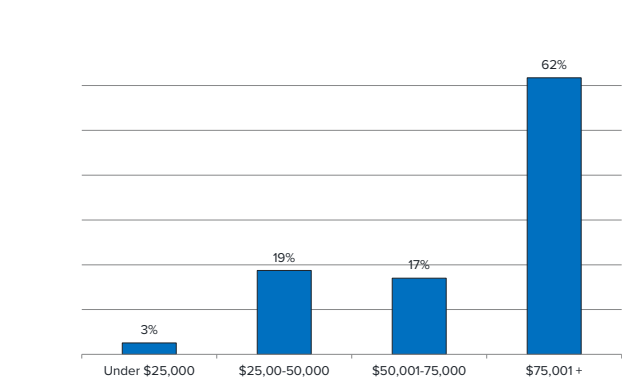
Over half (57%) of respondents work either at home or outside of the home, while 36% are retired and 7% are not employed.

What is your approximate average household income?



Responses to, "What is your employment status?" "

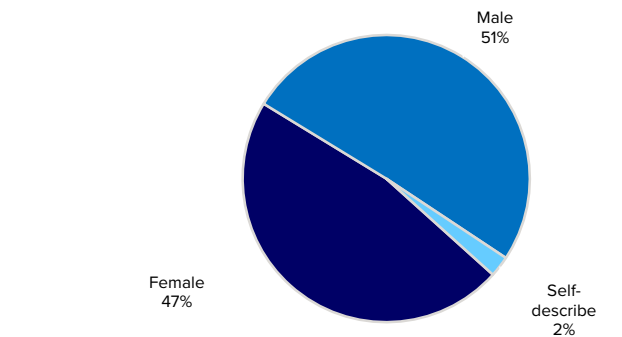
A majority (62%) of respondents indicated that their household income is \$75,000 or above. According to U.S. Census data, this number is higher than the greater Crestview–Fort Walton Beach–Destin, Florida, Metropolitan Statistical Area average of approximately \$64,000 annually and 20% higher than the state average.



Responses to, “What is your approximate household income?”

Gender of Respondents

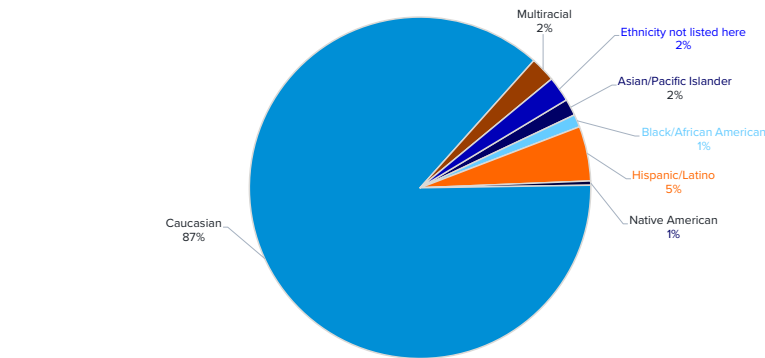
Based on U.S. Census figures, the population in Mary Esther, Florida, is approximately 47% female and 51% male. The percentage of females and males who responded to the survey is closely representative of the U.S. Census numbers, with the number of male respondents being slightly lower than Census data.



Responses to, “What is your gender?”

Race and Ethnicity of Respondents

The survey respondents were predominantly Caucasian (87%), with Hispanic/Latino as the second largest group at 5%; the remaining racial groups represented respectively were Asian/Pacific Islander (2%), Multi-Racial (2%), African American (1%), and Native American (<1%) while roughly 2% identified as an ethnicity not listed.



Responses to, “What race/ethnicity best describes you?”

Age of Respondents

Along with questions about gender and race, we asked respondents to provide their age. The largest age group was 65 to 74 (23%), with the 55 to 64 age group as the second largest (22%) and 35 to 44 (17%) as the third largest group. The median age of the respondents is 47.5 years old. Because different age ranges were used in our survey, the numbers are not exact matches to the U.S. Census data but do closely match. According to U.S. Census data, the median age is 42 years old, with the largest age groups being the 50-59 (16%) and 20-29 (15%).

Children in Households

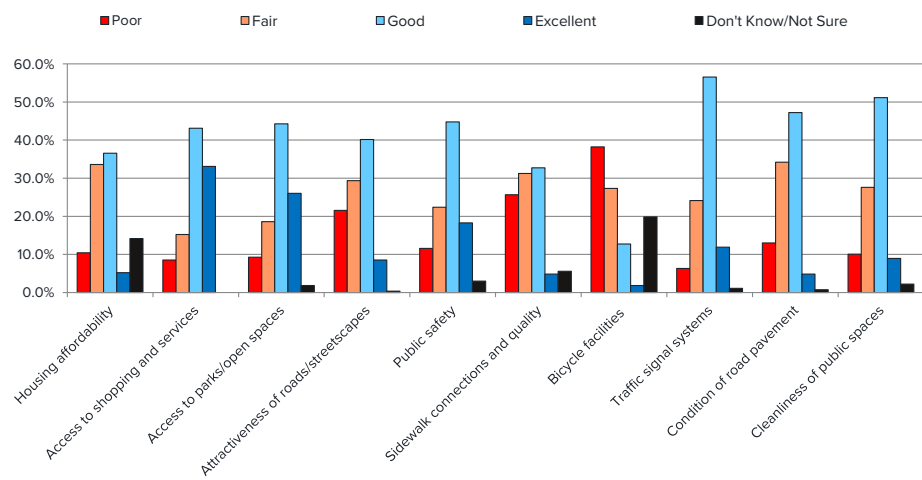
Respondents were asked to provide the number of children by age living in the home. They were provided four age range options (5 years of age and under; 6 to 12 years of age; 13 to 17 year of age, and 18 and older). Respondents could also select “not applicable” or skip the question.

Of the responses indicating that children live in the home, there was a somewhat equal distribution between the ages of <5 and the 13 - 17-year-old range. Approximately 91% of respondents answered zero or skipped the question.

While the exact number of children of the respondents is not critical, it is important for the consulting team to see a variety of household types taking the survey. Overall, the consulting team was pleased to see a mix of households ranging in age, with some having young children, some mid-range, and some with older children, as well as households without children or with grown children.

How would you rate the following within the City of Mary Esther?

Survey participants were asked to rate city services and amenities. Access to parks, open space, and services ranked the highest, while bicycle lanes and facilities and the condition and connectivity of the sidewalks ranked the lowest. These responses show a clear desire for multi-modal transportation options.



Responses to, “How would you rate the following within the City of Mary Esther?”

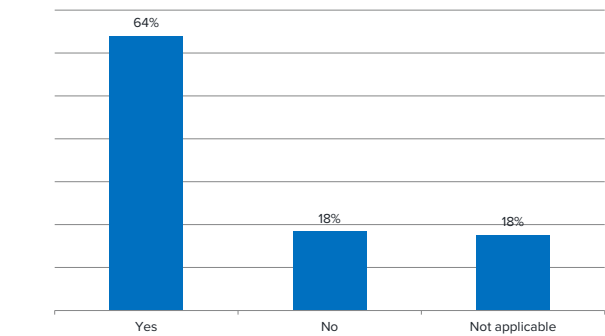
Of the items listed below, what would you change about Mary Esther? Rank in order with 1 being the highest priority.

Addressing the city’s water and sewer infrastructure is the top priority, with addressing road congestion on Highway 98 and providing more walk and bike options were the second highest priorities. Below are the results of how respondents ranked the items, with 1 being the highest priority:

1. Address infrastructure needs associated with water and sewer systems
2. Address congestion on Highway 98 at Mary Esther Elementary School
3. Provide more walk and bike options
4. Focus on public safety
5. Address maintenance and sanitation
6. Develop a centrally located community center
7. Organize more community events

Would you be willing to attend a meeting to give input on potential improvements and programming on a park space near your home in Mary Esther?

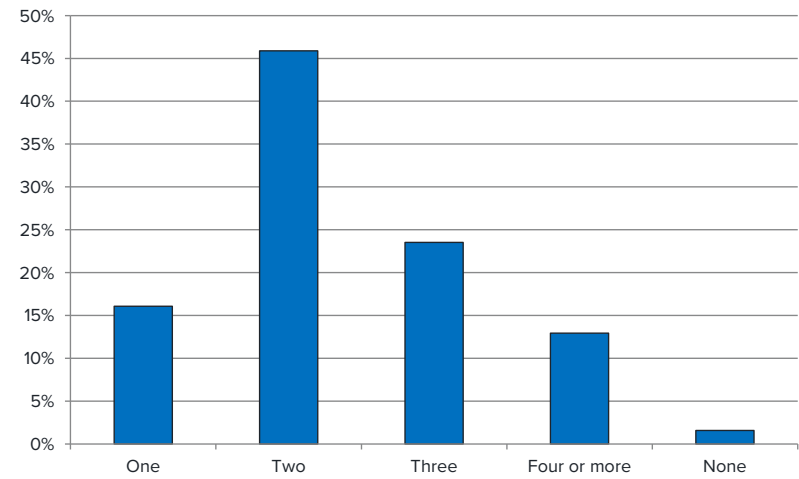
To understand the participants level of interest in park improvements, we asked if they would attend a meeting that focused on potential improvements and design. Most survey respondents, 64%, indicated that they would be interested in attending meetings to provide input for potential park improvements.



Responses to, “Would you be willing to attend a meeting to give input on potential improvements and programming on a park space near your home in Mary Esther?”

How many registered motor vehicles are in your household?

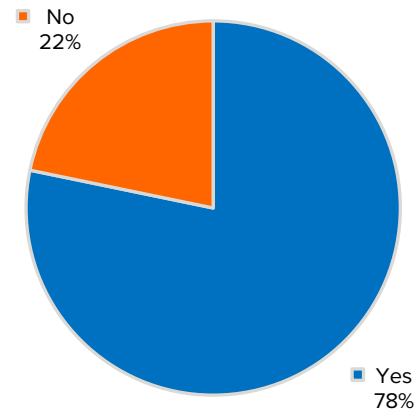
Almost all (98%) residents own at least one vehicle, while only 2% do not have a vehicle.



Responses to, "How many registered vehicles are in your household?"

Would you be willing to walk or bike to parks, school, or work if it was safe and convenient?

A significant percentage (78%) of respondents indicated that they would bike or walk more often if safe and convenient options were available.



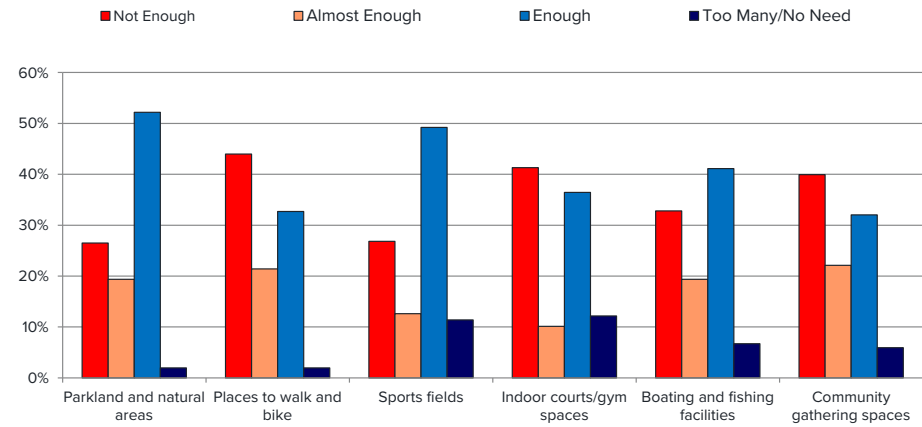
Responses to, "Would you be willing to walk or bike to parks, school, or work if it was safe and convenient?"

If you are not willing to walk or bike in Mary Esther, even if it was safe and convenient, please tell us why.

Of the 88 respondents, 33% said that even if there were safe and convenient options for biking and walking that they would not because of physical constraints. An additional 33% said that they lack the time to walk or bike, and another 20% said that the weather makes it uncomfortable.

Please tell us to what extent the following are meeting your needs in Mary Esther. Please check all that apply.

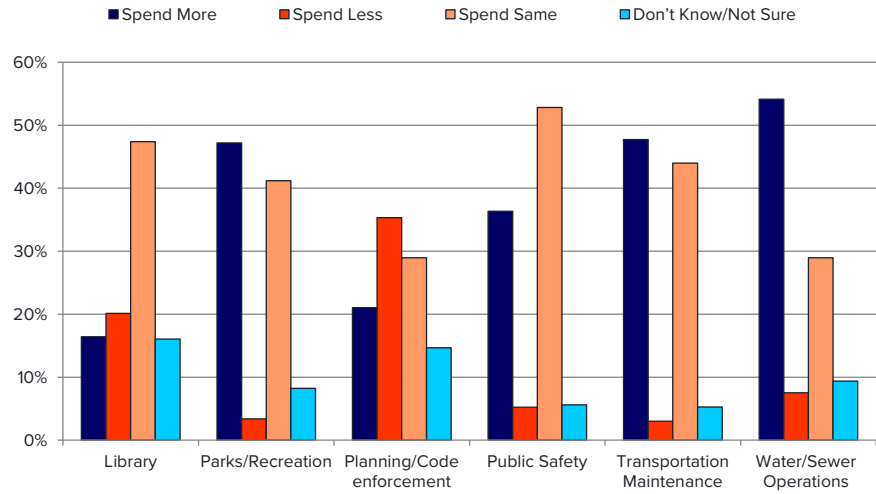
Responses indicate that there is a strong need for places to walk or bike (44%), indoor sports facilities (41%), and community gathering spaces (40%).



Responses to, "Please tell us to what extent the following are meeting your needs in Mary Esther."

To help guide the City of Mary Esther, please tell us how the City should invest future public funds.

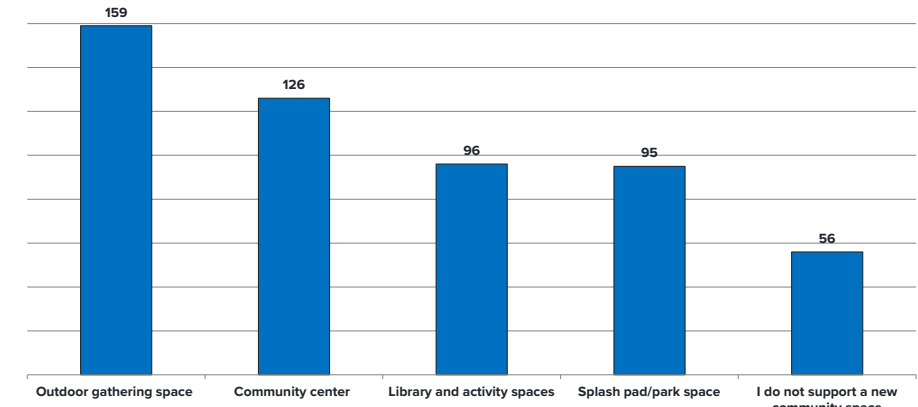
Often there is a correlation between the demand for improvements and the condition of current infrastructure. To understand this, we asked participants where they would like to invest future funds and to prioritize Infrastructure projects. The highest priorities for future investment were on water and sewer projects, and parks and recreation projects, while spending less on planning and code enforcement was ranked at the area to spend less funding.



Responses to, "How should the City invest future public funds?"

If funding was available to create a new community space/town center, what elements should it include? Please check all that apply.

To understand the needs and priorities of the residents, they were asked what improvements, facilities. Outdoor gathering spaces and a community center received the most support, while the option of not supporting a new community space received the least votes.



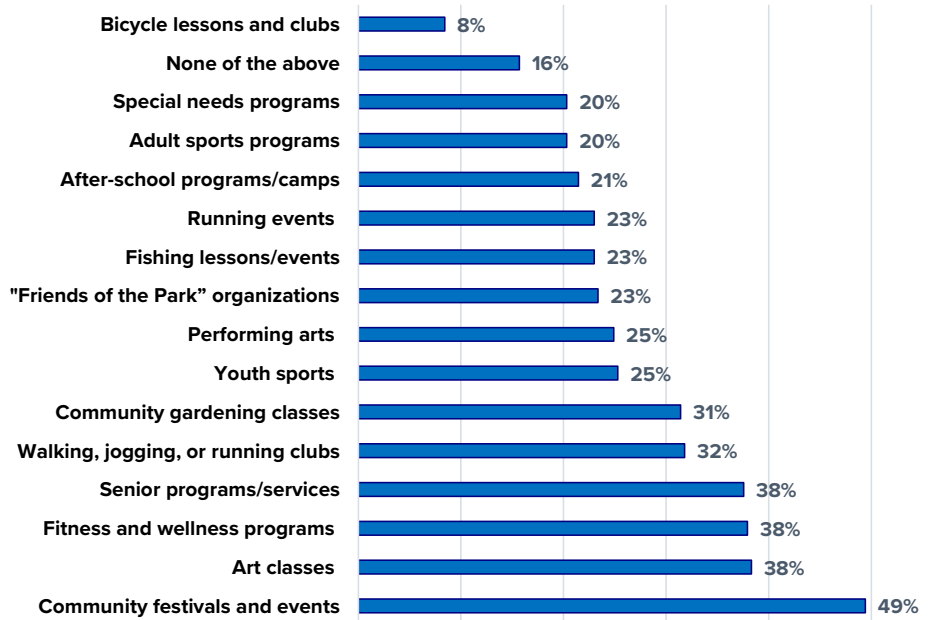
Responses to, "If funding was available to create a new community space/town center, what elements should it include??"

The responses for the "other" item the question above are included below. The most frequently occurring response was that efforts toward on community spaces should not be taken until infrastructure needs are met. Other responses for specific elements are listed below:

- Community Space not needed
- Disc golf
- Indoor facilities: sports courts, recreation, concerts
- New Water/Sewer Infrastructure
- Restaurants
- Dog park
- Farmers Market
- Fix or maintain roads
- Community center
- Upkeep of existing facilities
- Bring in entertainment and allow for ticket sales, food & beverages, etc.
- Public pool
- Ice facilities
- Golf Cart community
- Boat Ramp

Please indicate if you and/or members of your household would be interested in the following activities. Check all that apply.

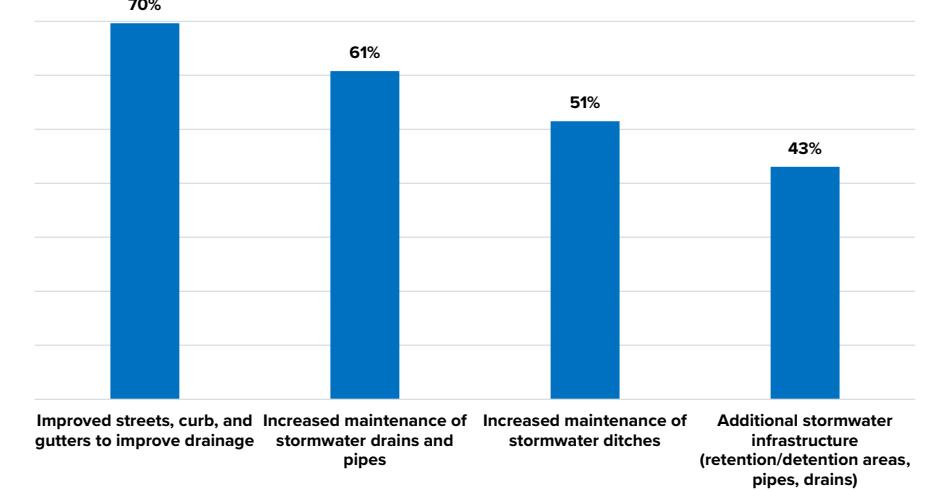
Respondents indicated that they would like to see Community festivals and events, art classes, fitness, and wellness programs as well as senior programs and services at the community center.



Responses to, "Please indicate if you and/or members of your household would be interested in the following activities."

What stormwater improvements would you like to see? Select all that apply.

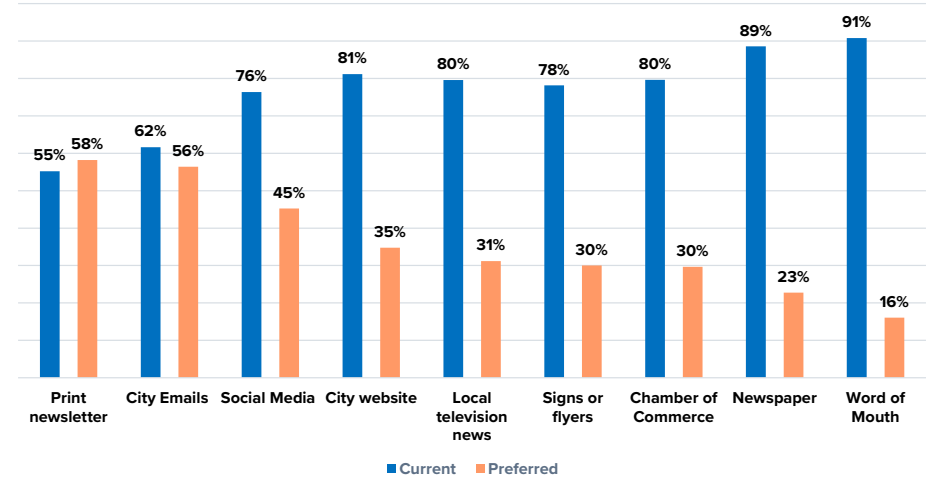
Improved streets, curbs, and gutters and increased maintenance of stormwater drains, and pipes ranked as the top two priorities of the respondents respectively



Responses to, "Which stormwater improvements would you like to see?"

Which of the following ways do you currently learn about community activities in Mary Esther, and how would you like to learn about activities?

The City uses a variety of methods to reach the community. To determine which method(s) are the most effective, we provided the stakeholders with a multiple-choice list and asked them to provide what they currently use and what their preferred method would be. From the responses received, we find that most (91%) are learning about community news through word of mouth or friends and neighbors. However, most participants would prefer to receive their communication through direct mail or email (58% and 56% respectively).



Responses to, "Which of the following ways do you currently learn about community activities in Mary Esther, and how would you like to learn about activities?"

Please tell us what you love about Mary Esther.

Participants were able to write in what they love the most about Mary Esther. The most common words used were that there is a small town feel and a sense of community. A full list of responses is provided in the list below.

Note: While reviewing these comments, the consultant team edited some of the comments for minor grammar corrections.

- Location to beach
- Good people, easy to get around. Many stores and ethnic restaurants.
- Small town
- Living in a small community with small City Hall with friendly staff who know me by name.
- Small friendly library
- Live Oak trees on Highway 98
- Not a lot, but that’s the Gulf Coast in general for me. Too much tourism, poor infrastructure
- The library is wonderful!
- Location near the water. Proximity to Hurlburt.
- Small town with minimal government interference. Close to other towns w the tourist stuff
- People are friendly, convenient location
- It’s a nice small town with a good amount of convenience around it. And living on the water is just amazing.
- beautiful, quiet, safe, friendly, residential waterfront community
- Close to Water
- It’s a small town with a lot of potential.
- That it does have some walkability. You have a nice library & I like the oaks in the median on 98.
- It is home
- The community and small city feeling.

- Small close to everything
- Love that it is relatively small and close to stores. Coming from a bigger city we lack shopping options or eateries. I love the outdoors and hate we can’t walk or bike anywhere without feeling like I’d get hit by traffic. Live south of Hwy 98.
- Access to Santa Rosa Sound.
- It’s a residential city and has limits on short term rentals, density restrictions, etc. Do not want to give up our city status.
- We do have a small community feel
- I like that the city is small but big enough to improve. There is so much potential in this little city
- Beautiful trees and water (Santa Rosa Sound).
- Small town feeling.
- The City is clean, and I have great neighbors in Mary Esther Manor. On the other side of my back fence, we have woods and animal visitors. Mary Esther is a great place to live.
- It is peaceful, less traffic than Destin. Love the fire station so close, the library, the post office. I want to see Mary Esther stay as a city.
- I moved to Mary Esther in 1978. The millage rate was lower. I feel very safe in my neighborhood and can walk it safely. I feel lucky to have moved here.
- I love small town feel. I know most my neighbors and I can get almost everywhere by walking or bike.
- The fact is a small town
- The small-town atmosphere
- The small-town feel
- Location.
- Quiet and friendly small community. Oak trees. Having a local school and library
- Location, affordability
- Small town feel
- It’s not part of Ft. Walton but is close. Usually quiet and safe.

- Library & Fire Department
- Living here for 34 yrs.
- Peacefulness and quiet community. Great for families.
- Small town feel
- Growing city that is conveniently located to quite a lot of great places. I enjoy the growing diversity of the city and how much the citizens care about their city. People are friendly and neighborly.
- It’s small and I like that. We need to find ways to keep housing/ rental prices down, including banning Airbnb. Every rental they rent out is one less for a local family, which increases prices
- I love the bedroom community and my neighbors
- It’s clean
- The serenity and close location to shopping
- I enjoy the misty lane boat ramp, sidewalks, tennis courts for runs with the dog and boating. I’d like to see Mary Esther be more pet friendly! I like to take my dog everywhere with me
- Small town atmosphere but not the same after 30 years. Increase in traffic, speeding, apartment tenants spilling over into quiet neighborhoods. No enforcement of rules in parks. i.e., Elliott park has become a dog run. People in the park after sunset when park is closed. Why doesn’t sheriff patrol parks during nighttime and run violators off. Mary Esther as a small town is great but when you add more parks and activities people from out-side city will come and so our peace and quiet is affected.
- Small town
- The fact that we are a smaller community.
- It’s hard to say I have lived in Mary Esther on and off for more than 40 years. All of that in Okaloosa county.
- The city council members are what is wrong with the city and I hope they know that
- I love the little community and that everyone loves it and is willing to do anything to take care of Mary Esther

- The oak tree canopy as a welcome from the west, the friendliness, the care the city leadership demonstrated during the beginning of the pandemic (we made a concentrated effort to shop and purchase take out from businesses inside the city limits because of the mask ordinance Mary Esther adopted to keep people safe), and the responsiveness of recent leadership that I have heard about from friends that live in the city.
- The city feels safe and neighbors are friendly. I love the access to parks and the Spring-dale community garden and water tower. I am not informed on the stormwater issues as they do not directly impact my household, but if there are infrastructure problems they should be addressed. I know we probably have no control over this, but if Hurlburt could follow a noise ordinance on their gunfire after certain hours that would be great too.
- The small town feel my husband and I have lived in the City of Mary Esther 33 out of the 46 years we’ve been married and love our little town also being able to go into the city office and actually talk with a friendly face.
- Small and mostly calm community
- Crime is low - close to all shopping and theaters
- Small- but infrastructure needs updating
- Code enforcement needs teeth - some houses run down parking all over grass need to find homeowners on the spot - Mary Esther is getting to look like the slums
- The small town feel. It should be expanded upon. I’ve lived here my entire life; the city seems to have forgotten that it is a small town. I would attend more local events and sup-port them if there were in fact, more.
- I’ve lived here since March of 1994. When I bought my home, Mary Esther was the most beautiful city in south Okaloosa outside Niceville. I have a 1978 home that I love, and I’ve remodeled twice since 1994, my neighbors didn’t take care of their yards (where’s code enforcement?) which attracted undesirable tenants to move in. My street is bouncing back with retired and military neighbors. Azalea park looks like a perfect place to film a horror movie! However, your library is beautiful, and I’ll argue all day that libraries are almost a thing of the

past with the digital medias out there. No grass like we had in 1994, you've raised my property taxes and assessments to our water bill with no signs of improvements!! I love this city as it's so close to everything we love to do. I want Mary Esther of early mid 90s back! We had a thriving city with an abundance of shops and restaurants! Drive north on Mary Esther and look at all the closed businesses and old looking store fronts and the creepy mall. But when you get to Anchors Street which is where you leave Mary Esther and enter City of FWB everything is thriving, new businesses, restaurants nice looking building, etc. so there ya go, Mary Esther looks like a dump. I love Mary Esther, but I think it's past recovering unless you do something asap! Niceville, Destin, FWB all have Fantastic benefits, you have squat unless you want to go to the library. I have nowhere to take my grandchildren to play in a park or watch them play organized sports! I seriously think you should consider consolidating with the city of FWB unless you can get it together and get it together soon!

- Small and friendly still quaint and quiet. Not much crime yet
- Safety
- Everything except new running candidates clearly someone didn't run background check
- That it is a city!
- Mary Esther isn't broken. It doesn't need fixing.
- This used to be a very nice quiet area, safe for everyone. I do not love this area anymore. Now we have speeders driving all over from the "New" apartment by the mall. numerous mid-teens/adults who do not live here are wandering all over day and night increasing tensions here. Vandalism has drastically risen with all the above mentioned. We no longer have a police dept here. County sheriffs come by weekly...or are just parked by the new apartments all day....no patrolling here. These are just a few of the things that have ruined this once fair town. On top of terrible management, and not informing residents numerous things/changes including your pay raises...
- Small town feel and safe quiet place to live, work and raise a family. Convenient location to base, parks, and shopping/

dining facilities.

- It's home.
- We are a small community with actions that need immediate attention. If you care, show us our voices matter
- This is just the greatest place in the world to live and I have lived in many different place
- Safe and quiet
- A "non-tourist" community that is generally quiet and safe. Centrally located and able to easily access any number of beaches, golf courses, restaurants, military facilities all along the Gulf Coast
- Quiet/ very safe. Convenient to needed locations
- I really like the well-maintained trees and grass located in the island on Mary Esther Cut-off. It's too bad the grass wasn't cut most of the summer on HWY 98, the city is full of excuses whose responsibility it is without taking into consideration that it's in the city limits of Mary Esther; the elected officials should be contacting FDOT not the tax paying citizens. It's clear to this small town that the city is falling apart from years of neglect.
- Small quaint low crime, we know all of our neighbors and it's not as busy as other areas but close enough to go anywhere.
- Nice, quiet, established area with good access.
- I love living in Mary Esther, it is a nice small city.
- It's home
- Nice small community. Small town feel but anything you need or want to do is within 15 minutes
- It's quiet, not very crowded, a nice place to raise a family
- My Community, my City. It's small, and we love and respect our neighbors and community. Need a city government that supports us vs harasses and intimidates us with code enforcement.
- Central location to many things outside of Mary Esther
- General cleanliness. Accessibility to other local areas. Base

access. X10 quality of the medians. Responsiveness to all city departments and council members. Forward thinking with community vision. The forward movement with city modernization. Current city manager and council quality and expertise in securing funds from feds/state/ etc. to aid in projects. Current city manager and council quality and expertise in securing alternatives to the previously proposed infrastructure rehab for water/sewer/etc.

- Sorry, currently have no love for this dysfunctional city.
- It used to be a nice place to live. The employees cared about the residents and their well-being. Employees were respectful and wanted to help and find ways to make something work. Now, most employees that have customer contact are arrogant and unwilling to help and only they cater to those that scream the most and the loudest. Employees have an attitude that residents are the enemy and they are not employed to serve only harass.
- It's a great city. Access to our local government. Growing in the right direction.
- Still has a "small town feel" despite being surrounded by FWB
- I love that it's feels like a small, close community but is close to shopping and recreational activities. However, it would be great if Mary Esther could enhance those amenities in Mary Esther rather than leaning on nearby towns
- Great place
- City employees work hard for Mary Esther citizens.
- Nice town if I wanted to move to Fort Walton I would have. But Mary Esther is home small town
- The nature preserves behind our townhouse, the quiet streets to walk on, the friendliness of the people that we've met, the peacefulness that we feel all around us.
- Small town friends
- I love the cleanness of the city, the low crime rate, restaurant choices, location along the panhandle
- I love the location and the access to the boat ramp and dock

on my street, which the city needs to fix since Hurricane Sally in 2020 damaged it.

- Easy access to everything
- Mary Esther Garden since July 2013. Great support from city. Sometimes a short waiting list, which is a good thing.
- Nice community. Great location! Have watched it grow over the last 58 years!!
- The small town feeling.
- Most everything I need is within 2 miles of the house
- Liza Jackson Park
- Location, Location, Location!
- Small friendly community. Neighbors take care of each other. Great Library!!
- The small community feel. The city needs so much improvement as of now. We had no Christmas decorations this year. The sidewalks are a mess and hazardous on Hollywood Blvd. The city is dirty, and it seems the council members do not care
- Convenience to work, other than this it is just another taxing authority that outsources public services
- It is a small town that should have a large gathering park that would provide all activities for all age groups.
- Small town feel. Close to major shopping centers.
- I have lived in Mary Esther for 51 years and love the small-town feeling. The location of the middle and high school is perfect, and they exceed my expectations.
- Nice neighbors and I feel comfortable and safe.
- Everything except: Mayor Macklemore, Jared Cobb, or the even less competent code enforcement
- Not the mayor, not Larry carter, and not the uniformed and incompetent code enforcers
- Just fix the infrastructure and reduce my water bill. No new expenditures. Too many code enforcement positions. Get rid of "old boy" system in city hall.

- *There is a lot... been here 35 years*
- *I love the “small city” feeling. I would love to see more emphasis on CLEAN, manicured neighborhoods.*
- *I hate this one-sided style survey because three individuals are willing to shake up the status quo and government for the sake of government. There needs to be an overhaul of city government starting with code enforcement. Disclaimer, I have never been cited by code enforcement.*
- *The cemetery, the low crime, the trees*
- *I always feel like it’s home and have loved it for 30years*
- *Great proximity to grocery stores and drug stores*
- *Nicer than FWB!*
- *The weather is nice.*
- *After moving here in 1956, I’ve seen this city grow, but, not always in a good way. The boat ramp at the end of Palmetto Drive on the sound was supposed to be so Rosewood homes residents had access to the sound and have water recreation. That was removed by council members who had the bright idea that the city could sell this property and make money, they didn’t ask those of us who live in the Rosewood Homes area what we thought of this, or they’d have gotten an earful because that was grandfathered into our property rights. When the city was changing the name of the Cutoff to boulevard my mother made the suggestion that they take the cutoff signs and put them onto Palmetto Dr because that was exactly what it had become. People were flying down this 20MPH street at better than 50MPH to avoid the traffic light on ME Boulevard because it was an extra light for them to negotiate. The city set up cars and counters watching what kinds of vehicles were taking advantage of the road 15 buses was enough to have 2-4-way stop signs installed. People weren’t paying attention to them until they started getting tickets. But they continue to this day of doing rolling stops, meaning that they aren’t stopping with the exception of Hollywood Blvd or Hwy-98. There are 4 Okaloosa County Sheriff Officers living in the neighborhood that have helped with the break-ins.*
- *As for Facebook, I do not trust them to be honest. They have*

been caught allowing their premium partners to go through our most private things.

- *As for your thinking, everyone has a smartphone, you are wrong. The 5G phone is a health hazard to senior adults, cancer patients, children with ADHD, and pregnant women. I’m a cancer patient and that “”Smartphone”” won’t become part of my possessions. Also, it is only as “”SMART”” as the person inputting to it. Putting in personal information is a way of giving those who would steal it your identity, bank account, passwords, child’s names, DOB, credit/debit card numbers, your health info. And you think it’s secure, hahaha. Only in your head unless you have purchased a security product built for that device.”*
- *Quiet neighborhood where I can live my life without being bothered. No wife, no kids. Not really into community activities.*
- *Small community*
- *There are no special feeling of warmth or community from. Our leaders. Been here 32 years and only have gotten threatening notices of a fence gate loose, fence on 98 to be replaced by us and if not to be fined, asked for a streetlight to be fixed. Now charged for a private personal light of which I never asked for and has been there 32 years I’ve been here. Pay 8 dollars monthly. Without the light I cannot see my car parked 7 feet from my porch at night, can’t see to walk, can’t see sidewalks. Took a picture from my door to my car and it is a block of black no positive ever in this city. I’m selling my home because of such a cold city to live in*
- *Convenience to basic services - small town - green spaces*
- *Nice place to work. Lots of great restaurants around m, but not much else to do.*
- *Tourists pass through without issues. The blank questions above are meant to be answered as 0 or no for the answers.*
- *The library.*
- *Our place to call home, our Community, our City, with easy*

access to city Council, Mayor, city Manager and staff.

- *Trees. Families that love it so much that they stay for many generations! People at library and post office and all over town are generally very pleasant, friendly, and helpful*
- *It used to be a very active community. Once the mall began going downhill the surrounding community did the same.*
- *It is a small community.*
- *Small town atmosphere!!!!!!!!!!!!*
- *Small town Opportunity, Slower Location between busy life in Fort Walton, Navarre, and Destin.*
- *I love that we are a small city where I feel safe for my children to play outside like I did as a child.*
- *Beautiful Oak trees, ambiance*
- *The city is friendly and welcoming. It has a hometown feel to it*
- *Being Santa Rosa sound property owners, we love the views and solitude.*
- *Great place to live, great neighborhoods, low crime, beautiful trees, family oriented.*
- *I love the ‘small town’ atmosphere. I am 74 and live on the sound so I don’t really know much about the streets and issues of the real neighborhoods, but I do know that my water pressure is abominable. I also am in septic, so I don’t really know about sewer. I love my neighbors and I love the new median plantings.*
- *I love the safety and small-town feel. I don’t want the town to go away!*
- *Cute town. Friendly people*
- *Everything! I love living here so much I moved my business here!*
- *Central location of our house, we are close to everything. The tunnel of trees I go through when I drive east on Highway 98.*
- *Location, Library access, City Hall convenience, Median canopy of trees (thanks to Mr. Scott), shopping availability, the*

Community feel.

- *Love the small community and people*
- *I love being part of this community. I know we have challenges ahead but let’s meet those and not bail on our City just to pass the buck*
- *The fact that it IS a city whose citizens have input and elect representatives to look out for Mary Esther.*
- *The fact that it’s not Fort Walton Beach is appealing. Bring back seashore village, who decided Florosa was more appealing?*
- *I love the ‘small town’ atmosphere. I am 74 and live on the sound so I don’t really know much about the streets and issues of the real neighborhoods, but I do know that my water pressure is abominable. I also am on septic, so I don’t really know about sewer. I love my neighbors and I love the new median plantings.*
- *Quiet, sleepy little town on the water.*
- *Small town feel. Location. Not a Destin. Starting to draw attention to good retail and restaurants.*
- *It’s home.*
- *I love this little town, but we need to keep up with the times and not let us get “grown over” Love love love the community center gardening and park ideas. We need more of that. Love my hometown*
- *Small community*
- *Convenient location to shopping, travel*
- *Nice small-town feel*
- *Oak Trees in medians on Hwy 98*
- *Our public library and its friendly, helpful staff*
- *Oak Tree Nature Park*
- *Misty Water Lane boat launch (dock needs to be repaired!)*
- *Small town feel*
- *Small time life close to the beach*
- *The small community with the close city conveniences.*

- *Great neighborhoods*
- *It was a nice quaint beautiful little city. Now, I believe it is just a city and not quaint at all!!! Nothing special anymore. Out mall is gone, our fire dept is gone, (no one takes their kids to the parks around here!!) I can name more reasons to dislike than to Like. The city is too busy fining people and harrowing businesses. No one way to work here. The city doesn't listen to citizens. We talk and they vote how they want and be damned to what the citizens want!!*
- *I have lived here 20 years and love it*
- *It's central to many things*
- *Things I don't like-code enforcement and raising our taxes.*
- *I love the small town feel of our neighborhood.*
- *Small town feel yet connected to a bigger community. Big enough to support popular services yet not a number.*
- *The Library, The community.*

Do you have any other comments, questions, or concerns?

In addition to the survey questions, we provided an opportunity for participants to share comments, questions, and concerns. A full list of the responses can be found in the following list.

Note: While reviewing these comments, the consultant team edited some of the comments for minor grammar corrections.

- *I would love to see the streets have better landscaping, irrigation for greener grass and seasonal flowers. Would also love to see Christmas decorations on 98 to show off how wonderful Mary Esther is to live in. Off season, would be great to display the American Flag at the Mary Ester entrances on 98. Would love to see the main road of 98 between Hurlburt and the Okaloosa Bridge venture onto Hollywood Blvd and make the current section of 98 "old 98". I would also love to see the mall torn down and better stores in an open-air shopping center like uptown station, only classier like Destin Commons, but much smaller. Fountains, ice cream shop, a few nice*

restaurants on second floor balcony looking at the courtyard of shops below. I would like one stop shopping for permits and codes. Get some funds from DeSantis, fix the water issue, and spruce up the city. And keep Mary Esther!

- *Please do not dissolve the City of Mary Esther*
- *Need more vociferous LGBTQIA+ rep in our city. I understand we have some representatives that are in our community, and that it is not your purview to change the state's mind, but the attitude of local government also determines how we are treated and seen. Now is the time to be loud and proud before more rights are stripped away & your more diverse citizens move away.*
- *Really support the idea of a community center and more parks/trails. Mary Ester in its current form has no identity and is mainly greater FWB*
- *Fixing the current water and sewer infrastructure must be Mary Esther's primary objective. A community center is just a place to go and talk about how well or poorly the Mayor is doing — and it won't go well if the city continues to provide rusty water to its people.*
- *Trash, leaves and debris always along and overtaking the sidewalks next to highway 98*
- *Keep Mary Esther as a nice quaint town*
- *If it ain't broke, don't fix it*
- *Code Enforcement should be transferred to Okaloosa County.*
- *Give the code enforcement more teeth to clean up properties with cars that don't run and people parking in their yards and junk outside that makes our property values drop Luke on Bryn Mar and Hollywood plus on Marcia drive and Marcia circle nothing has been done in years. Up the fines and don't wait 3 months to let them slide. It makes us sick to see this.*
- *The sidewalks, medians and roads are a mess. The traffic light at Doolittle is awful, way too many accidents, people running red lights and speeding daily. No sheriff patrols. Left and right turn markings on the road are faded and you cannot see them, therefore people turn left off Doolittle onto 98 in the right turn*

only lane. Very hazardous. Please clean up the sidewalks and trim back trees and bushes.

- *Save our city!*
- *I do not want the city to be dissolved. We would lose our identity as a small city that governs itself.*
- *For #10, we need more high-end stores & restaurants that we don't have to drive to Destin.*
- *I do not approve of Mary Esther being annexed into County and dissolving City. There is a need to bring in some bigger retail businesses to the mall and surrounding areas. I use most of my disposable income, which isn't much, to support local small businesses when I can."*
- *Entry to neighborhood is in need of updating, cleaning, and painting. Homes with illegal structures, junk and overgrown/unattended lawns need to be addressed.*
- *Decline of my neighborhood, overgrown vegetation, unlicensed vehicles, and parking in yards with side yards full of who knows what*
- *I am concerned about the ever-increasing traffic that passes through residential neighborhoods to bypass arterial roadways such as Mary Esther Cutoff and Doolittle Boulevard to get to Highway 98. It creates an unsafe environment for children and property when people are traveling in excess of the speed limit and ignoring traffic control devices. In one neighborhood there are even speed bumps however they do nothing to alleviate the problem. It is a regular occurrence to see cut through traffic go as far to the right as possible to minimize the impact of the speed bumps or even just go over them in their entirety without slowing down. If anything, the speed bumps have just become one massive inconvenience for residents and have a negative impact on response times from emergency services. The culminating event that illustrates the severity of the issue occurred within the last three years when there was a motor vehicle accident at one of the intersections where a vehicle had run the traffic control device and hit the other vehicle head on. This uptick in cut through traffic is not only a safety concern; it has become a nuisance. What will the City of Mary Esther do to address safety and traffic concerns in residential*

neighborhoods?

- *Save the city, reduce costs*
- *Mary Esther is not bringing any new businesses here, as a business owner that is so vital*
- *Since this survey was about budget appropriation, I am curious to who funded the new median landscaping on 98 by Hurlburt. I absolutely love the oak lined stretch of 98 but the new palm trees seem excessive. It feels like that could have been dressed up for a lot cheaper and more cohesive to the already beautiful medians we enjoy. Thank you for reaching out to the community to address city needs.*
- *All we would want is to stay small town and that the people we vote in to run our beautiful little city really love our city and not just the prestige they think their office holds.*
- *Make homeowners clean up the houses that look like homeless live there! Parking vehicles all over the yards. Complaints aren't addressed*
- *Tax rates are quite high for the city, especially for the services provided. Additionally, the code enforcement section should be abolished.*
- *I live in Mary Esther Manor. The small apartments were a sore subject for many of us. I have neighbors that moved because of them. A lot was promised to our neighborhood after they were built that either never happened or was never followed through. It is unfortunate. The city also needs to do a better job at communicating. A lot of us would love to contribute and voice our concerns at meetings but it's hard to follow when and what the meetings are about.*
- *Why is infrastructure going to cost so much and is it affordable?*
- *Poor question about spending more or less - depends on what you spend it on!*
- *I would like to see a trash cleanup effort for many of our public roads such as Hollywood Blvd, Doolittle, Mary Esther Blvd, and Hwy 98. The amount of beer cans, water bottles, food wrappings, masks and accumulated trash is a depressing*

- eyesore for those of us who regularly walk for exercise and fresh air.*
- Just want to be in the loop with any changes. So, if email updates can be sent out that would be awesome. Then I don't have to hunt for information.*
- Crime is bad in our area. We need more license plate readers and police on patrol.*
- Can we please get brighter lighting, safety issue?*
- Focus on enforcing noise ordinance.*
- Who enforces code enforcement?*
- Hurlburt traffic is still a problem.*
- When will the dock/pier at Misty Water be repaired and opened?*
- Need speed bumps on Bryn Mawr Blvd and could use shopping so you don't have to go to Destin.*
- We need to address speeding and noise violations along. We have parks and community infrastructure that is so poorly maintained they are unusable. Code enforcement needs to have an anonymous option to keep peace among neighbors*
- Dissolution for personalized agenda.*
- Not enough space, too numerous to mention.*
- City employees and contract employees need training in customer contact service. Top city officials should be required to live in the city!*
- The City of Mary Esther is not very user friendly, don't know why there are 2 Code Enforcement people for such a little entity. Why is the Misty Water Dock still not repaired when code enforcement is harassing other residents about their docks? The condition of private docks should not be the City's concern!*
- Is there any way to increase the water pressure to houses in ME? Our house isn't that far from the refinement plant but has the worst water pressure of any house I've lived in*
- I would like to receive emails concerning meet to greet*

- activities, social events, news, etc. from the city of Mary Esther, Chamber of Commerce. I can also participate in fundraisers (preferably outside events (weather permitting)).*
- Would like to see the city allow us to Airbnb or VRBO our homes. I think it's a great way for the city to make extra revenue as well by charging a registration fee, business license fee, bed tax fee, & annual exterior maintenance inspection fee.*
- Safety on Page Bacon. First, A weather and safety safe school bus stop at Ruby Circle. Second, Solar lighted signs at each Page Bacon Rd. crosswalk. Third, egress stop sign where there are none, i.e., Renaissance. I have brought these concerns to Councilman Oder some time ago.*
- Would like to see the City stop trying to generate revenue by fining citizens for things on private property that have been damaged due to storm activity especially when they don't hold themselves to the same standard.*
- Not counting the new landscaping on Hwy 98-why? The streets and medians are a total disgrace with overgrown weeds and trash-Never has it looks like the slums before-I am ashamed to say I live in May Esther just by the nasty appearance...*
- Current Code Enforcement department is silly.*
- Our water bill is way too high! That needs to be fixed!*
- Why should it matter what my income is?*
- The Public Pier on my street has not been repaired for years now. That is not acceptable!*
- I do not want Mary Esther to be managed by the County or any other agency. Like it to stay as it is as I have been very happy living here the past 51 years*
- Due to the continuous lack of diversity of city officials and council members and having been the specific target of racial discrimination and harassment by the above-mentioned groups I would love to see the city dissolved and annexed as a municipality of Okaloosa county.*
- Fix the dock on Misty Water Lane.*
- Get the council out of my wallet*

- I want to live in a clean, well-groomed, and safe city. I want a welcoming city to businesses coming in. I want our mall back!!!!*
- This survey is conveniently sent out just prior to an election where three individuals are willing to make a change. It absolutely appears current city government is running scared and using our taxpayer dollars to try and influence the vote come election.*
- I think the city government lives in a bubble. Everyone acts like the area outside of Mary Esther is a dump and the city is some shiny utopia. There are plenty of rundown houses in the city and plenty of nice places outside the city. It goes both ways. I think the City is more concerned with majority instead of the entire constituency. Most of the city is older in age and many qualify for discounts etc. so some cost-of-living increases do not affect them. These are a big hit to younger folks trying to start their families and set themselves up for a good future. The city should enable people to be all they can be and not hinder people's success. It is interesting with this upcoming election that much of the support for the candidates that want to dissolve the city comes from younger neighborhoods while the support to keep the city comes from older neighborhoods (older/younger in terms of age of residents). The city needs to do a better job of thinking about the consequences of their actions on all residents. Leaders should branch outside of the bubble they live in.*
- Your listing of children does not have none in that drop down listing at all. I'm a single male / never married / no children*
- Serious lack of traffic control especially on 98 at the city limit. more like a drag strip going through a residential area*
- No more zoning for townhouses and apartment complexes.*
- Very disappointed that I do not walk in my neighborhood of Mary Esther Manor anymore because no one will address the seriousness of the bear situation.*
- Maintenance of Green Spaces. These are essential for control of wind damage, flooding and erosion issues. They also add an ambiance of the richness of nature and homes for the wildlife*

- that assist with our Eco balance. Cars - cars parked on street in yards - trailers and utility items packed all around houses. Residential pride - home/yard beatification. Do something with/ for the mall.*
- Lighting on residential streets so low dangerous. Even security cameras show only black at night. Can't see my car from 7 feet from my door. Can't see sidewalk or if anyone is in area. Without it, it is total blackness and dangerous. Where are my rights to a streetlight? I did not order a private light. Enough, 32 years here, outstanding resident and property owner.*
- In reference to the parks and recreational facilities, it would be better to maintain what we currently have than to make more. We also should eliminate code enforcement and rely on the county for inspections and necessary permits or complaints. Code enforcement has caused our community much grief and will become more aggressive if left unchecked. I have witnessed and disapprove of their conduct. Upgraded painting on the roundabouts may help. The speed limit needs to drop on 98 from City limits on as it flies in from west. Maybe we could have a blinking light or such there.*
- I've lived in Mary Esther (Manor) for over 29 years. City has definitely gone downhill. Water/sewage is ridiculously expensive. There is really no benefit anymore to be a separate city, ME should be dissolved and absorbed into the county.*
- Code enforcement is a major issue in Mary Esther and should be addressed.*
- Benefits of a Small Town have don't just happen...you have to make Community Participation an intentional effort each and every day. Keep the overhead as low as able and put the money back into making the community better.*
- The City is too heavy handed on code enforcement, docks specifically, several contractors won't work in ME due to the difficulty of dealing with the bureaucracy.*
- Our Code enforcement is horrible. It would be nice to turn this over to the County.*

- I’m concerned about rumors of the city being unincorporated. This action would be so sad.
- County needs to control speeding on US 98
- Living here 43 years, raised my family and will retire in oak tree park. The infrastructure of our neighborhoods must be a priority. The sewer and streets must be maintained. Our streets Crack and have water pouring out for weeks after rain puddling in the gutters. It is disgusting and unsafe for kids, breeding grounds for mosquitoes. We must fix these sewage and road problems. The amount of trash on the sides of the roads and unmaintained grass and weeds around the sidewalks are concerning. Driving through Mary Esther is beautiful with our oak trees in the median and the grass is maintained, till you look at the trash gathered on the sides of the roads. Could be a lot better.
- We need more financially strong businesses to come to our town. Look at Costco n Trader Joe’s. Mary Esther mall space is perfect. Mary Esther Cutoff is an ugly road. Needs beautification.
- Thank you for chance to have input.
- We didn’t get here overnight. It might be worthwhile to demonstrate how we could have been addressing these issues all along instead of having to drop the big hammer now
- Water pressure Where is the skunk Mark and cribbage
- Giving up being an incorporated city should not be taken lightly. Our city and representatives were an important voice in preventing turning W. Miracle Strip into a 6-lane highway. Please help keep this a city one we can control and protect from unwanted changes.
- We need to maintain Mary Esther as a city. I was happy to see a steering committee. I was not able to volunteer this year due to a commitment than ends in a year. Can do next time.
- The speeding on Hwy 98 is my major concern. People who mostly live in Santa Rosa County work in Okaloosa County and their driving habits reflect an attitude of indifference to public safety and zero respect for the citizens of ME. The speed limit needs to drop to 35 mph because they’re currently driving

- at 50 mph. I advocate making hwy 98 a revenue generator by adding speed trap cameras at lights and especially at the western side of ME Heights to catch eastbound drivers.
- Thank you for this opportunity for input! It’s so nice to be heard. Our opinions do count, and you have made that a priority with this survey So thank you
 - Storm drainage, lift stations, notice more vagrant/homeless in area
 - I have heard multiple complaints about code enforcement. I am not in favor of dissolving the city and suspect that code enforcement issues are at least part of what has made some residents unhappy with the city. I know we need codes, and they need to be enforced but it might be time to reform or revisit the process. We need more and better communication. I signed up for city alerts via email. Is there a city newsletter available via email? I don’t use Facebook.
 - Let’s try to see what the county wants to offer!!
 - Speeding inside of Mary Esther Manor needs to be addressed. Also, waiting until a re-election to get the opinion of the community is poor timing. We have been wanting things addressed, speeding in neighborhoods, the poor state of Elliot Park all addressed for 3 years now with little to no response or action. It feels like this is just a “let’s make them feel like our voices are heard” but do nothing about it attempt.
 - Great idea this survey

Mary Esther Vision Plan Survey Questions

The City of Mary Esther, Florida



The City of Mary Esther, Florida



Mary Esther Vision Plan Survey Questions

1. Please mark all that apply to you.

- I live in Mary Esther year-around
- I live in Mary Esther during part of the year
- I do not live in Mary Esther (please specify where)

2. How long have you lived in your current residence?

- Less than 1 year
- 1-4 years
- 5-9 years
- 10+ years

3. How would you rate the following within the City of Mary Esther? Please check only one on each line.

	Poor	Fair	Good	Excellent	Don't Know/ Not Sure
Housing affordability					
Access to shopping and other services					
Access to parks or open spaces					
Attractiveness of roads/streetscapes					
Public safety					
Sidewalk connections and quality					
Bicycle facilities (bike paths and lanes)					
Traffic signal systems					
Condition of road pavement					
Cleanliness of public spaces					

4. To help guide the City of Mary Esther, please tell us how the City should invest future public funds.

	Spend More	Spend Less	Spend Same	Don't Know/ Not Sure
Library				
Parks and Recreation				
Planning and Code enforcement				
Public Safety				
Transportation/Road Maintenance				
Water/Sewer Operations and Maintenance				

5. Of the items listed below, what would you change about Mary Esther? Rank in order with 1 being the highest priority.

- Provide more places to walk and bike (sidewalks, bike lanes, trails)
- Address infrastructure needs associated with water and sewer systems
- Organize more community festivals and events
- Provide new access to Mary Esther Elementary School from Hollywood Boulevard to address congestion on Highway 98
- Develop a centrally located community space/town center (Uptown Station or the Fort Walton Beach Landing Park)
- Address maintenance and cleanliness (make repairs, community clean-ups, more trash cans)
- Focus on public safety (more lighting, law enforcement, neighborhood watch programs)

6. Would you be willing to walk or bike to parks, school, or work if it was safe and convenient?

- Yes
- No

7. If you are not willing to walk or bike in Mary Esther, even if it was safe and convenient, please tell us why.

- I have mobility constraints that keep me from walking or biking
- I am unsure of routes to use
- The weather makes it uncomfortable
- I do not have the time
- Other, please specify_____

8. Studies suggest there are community benefits when residents know their neighbors. Please tell us if you know your neighbors.

- Yes, I know most of my neighbors and their names
- I know some of my neighbors and their names
- I have met my neighbors, but don't know their names
- No, I don't know my neighbors

9. Would you be willing to attend a meeting to give input on potential improvements and programming on a park space near your home in Mary Esther?

- Yes
- No
- Not applicable



10. Please tell us to what extent the following are meeting your needs in Mary Esther. Please check all that apply.

	Not Enough	Almost Enough	Enough	Too Many/ No Need
Parkland and natural areas				
Places to walk and bike				
Sports fields				
Indoor courts/gym spaces				
Boating and fishing facilities				
Community gathering spaces				

11. If funding was available to create a new community space/town center, what elements should it include? Please check all that apply.

- ☐ Library and activity spaces
- ☐ Community center (meeting rooms, indoor event space)
- ☐ Outdoor community gathering space for public festivals and events
- ☐ Splash pad and park space
- ☐ I do not support a new community space
- ☐ Other (please specify) _____

12. Please indicate if you and/or members of your household would be interested in the following activities. Check all that apply.

	Please Add
Adult basketball, volleyball, and other intramural programs	
After-school programs/out-of-school camps	
Art classes (pottery, painting, drawing)	
Bicycle lessons and clubs	
Fishing lessons and events	
Community gardening classes	
Community festivals and events	
Fitness and wellness programs (yoga, Tai Chi)	
"Friends of the Park" organizations	
Performing arts programs	
Programs for people with special needs	
Running events (5K, 10K, marathons)	
Senior programs and services	
Walking, jogging, or running clubs	
Youth sports (soccer, baseball, softball, etc.)	



13. Which of the following ways do you currently learn about community activities in Mary Esther, and how would you like to learn about activities? Please check all that apply.

	Current	Preferred
City of Mary Esther website		
Chamber of Commerce		
Local television news		
Newspaper(s)		
Friends and neighbors (word of mouth)		
Temporary signs or flyers		
Emails from City		
Print newsletter		
Social Media Platforms (Nextdoor, Facebook, Twitter)		

14. What stormwater improvements would you like to see? Select all that apply.

- ☐ Improved streets, curb, and gutters to improve drainage
- ☐ Additional stormwater infrastructure (retention/detention areas, pipes, drains)
- ☐ Increased maintenance of stormwater ditches
- ☐ Increased maintenance of stormwater drains and pipes

15. Please tell us what you love about Mary Esther.

Optional Demographic Questions

In order to determine if we have captured input from a representative cross section of the community, we ask that you please tell us about yourself by answering these demographic questions below.

16. What is your current housing?

- ☐ Rent
- ☐ Own
- ☐ Other

17. How many registered motor vehicles are in your household? Check only one.

- ☐ One
- ☐ Two
- ☐ Three
- ☐ Four or more
- ☐ None



18. What is your gender?

- ☐ Female
- ☐ Male
- ☐ Prefer to self-describe

19. Which of the following describes your employment status? Check only one.

- ☐ Work for pay OUTSIDE the home
- ☐ Work for pay INSIDE the home
- ☐ Looking for work
- ☐ Unable to work due to disability
- ☐ Homemaker/stay-at-home parent
- ☐ Military
- ☐ Student
- ☐ Retired
- ☐ Other (please specify)

20. Which race/ethnicity best describes you? Note: this information helps us determine if we are reaching a representative cross-section of the community.

- ☐ Asian or Pacific Islander
- ☐ Black or African American
- ☐ Hispanic or Latino
- ☐ Native American or Alaskan Native
- ☐ White or Caucasian
- ☐ Multiracial or Biracial
- ☐ A race/ethnicity not listed here

21. What is your approximate household income?

- ☐ Under \$25,000
- ☐ \$25,00-50,000
- ☐ \$50,001-75,000
- ☐ \$75,001 and up



22. What is your age?

- ☐ Under age 14
- ☐ 15 to 19
- ☐ 20 to 24
- ☐ 25 to 34
- ☐ 35 to 44
- ☐ 45 to 54
- ☐ 55 to 64
- ☐ 65 to 74
- ☐ 75 or older

23. How many children currently live in your household? Please list the total number of children in each age group below. Please skip this question if none or not applicable.

	Number of Children
5 years of age and under	
6 to 12 years of age	
13 to 17 year of age	
18 and older	

24. Do you have any other comments, questions, or concerns?

25. Please provide your email address if you would like to be contacted about upcoming public meetings.

Vision Plan Public Workshop Input

INSTRUCTIONS

Use the upper map to reference the current zoning.

Place a colored dot on the lower map with the corresponding color of the housing type you would like to see in this location.

Mary Esther Zoning

- R-1 Residential
- R-2 Residential
- C-1 Commercial Use
- C-2 Commercial Use
- PL Public Land
- Okaloosa County
- Mary Esther

New Housing Opportunities

- Single Family
- Townhomes
- Manor House
- Multi-family

Single Family

Townhomes

Manor House

Multi-Family/Apartments

Mary Esther, FL
February 21, 2023

Community Character: Neighborhood Design + Housing Options

BARGE
DESIGN SOLUTIONS

INSTRUCTIONS

The streets shown below have a designated color with matching dots. Place the corresponding dots to the street elements you would like to see incorporated into future street improvement projects.

Add sticky notes for any special comments you have about the images or elements.

EXISTING CROSS SECTION WITH DIMENSIONS

Mary Esther Boulevard Existing

West Hollywood Boulevard Existing

W. Miracle Strip Parkway Existing

EXISTING STREET CHARACTER

Future Main Street at Town Center

EXISTING CHARACTER AT SANTA ROSA MALL

CONCEPTUAL STREET FOR A FUTURE TOWN CENTER

Future Main Street at Town Center

Mary Esther Blvd

Hollywood Blvd

Miracle Strip Pkwy

Conceptual Future Street

Speed camera

Community Character: Streetscape

BARGE
DESIGN SOLUTIONS

86 Vision Plan

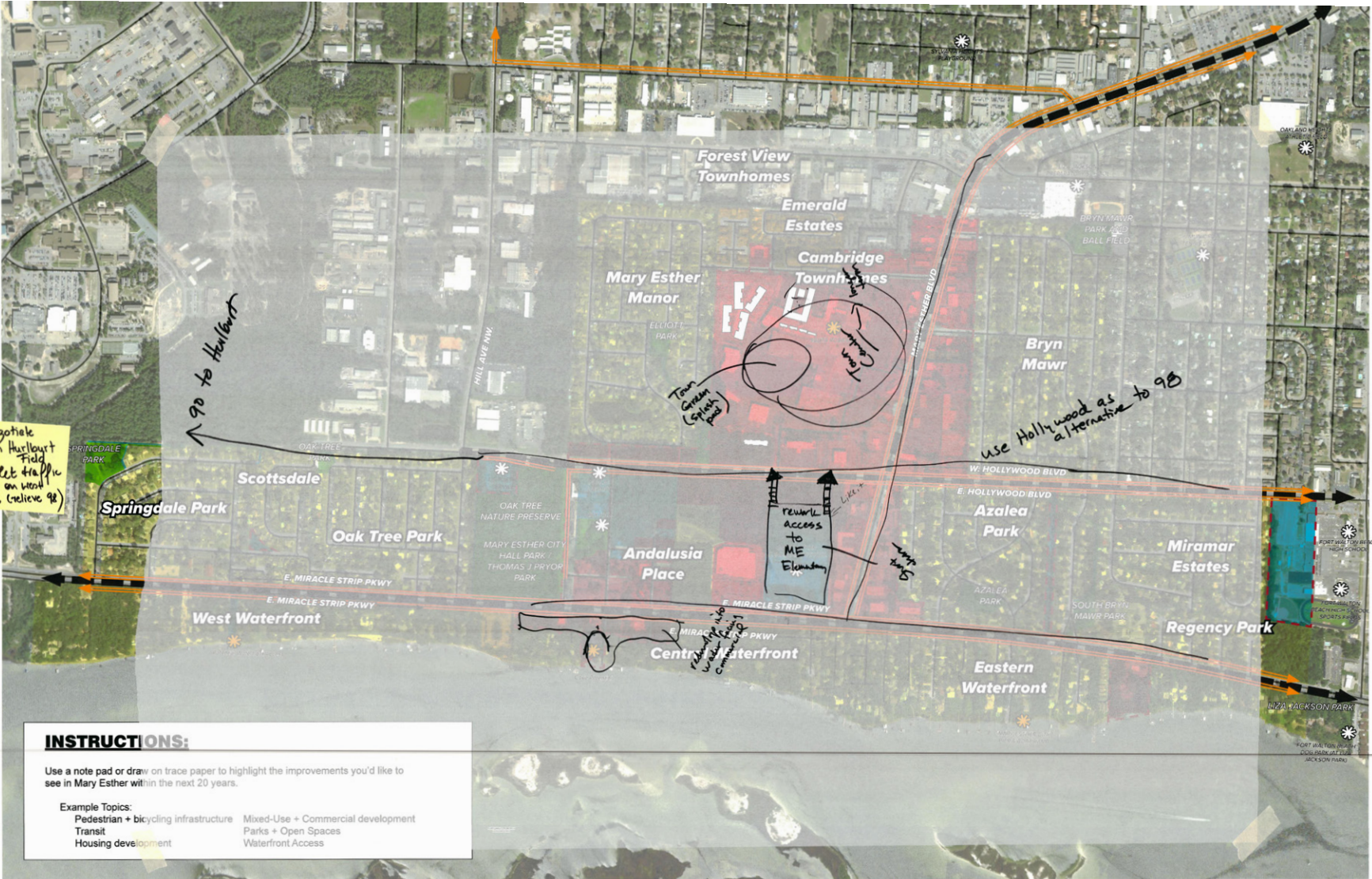
City of Mary Esther

City of Mary Esther

Vision Plan Public Workshop Input

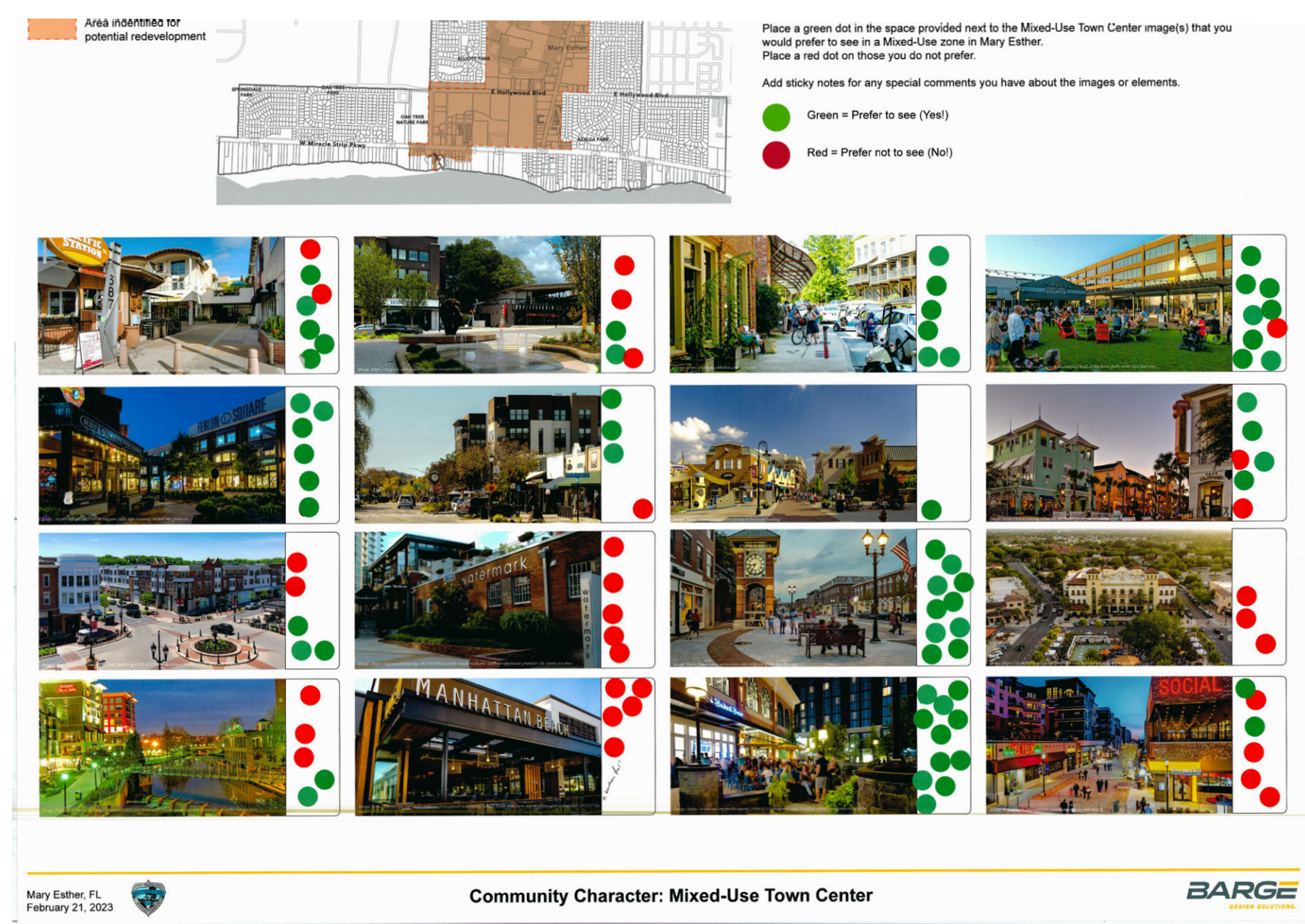
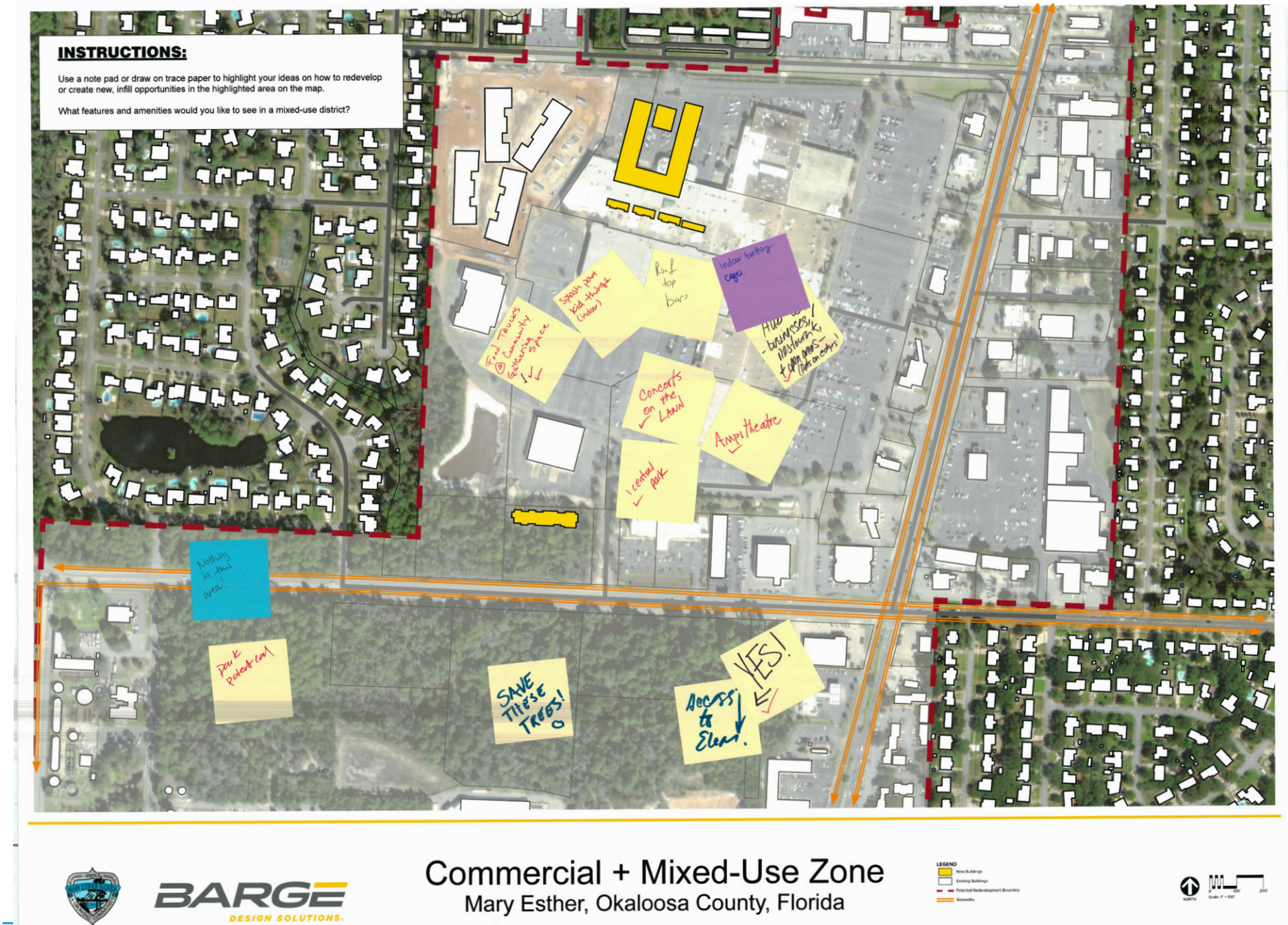


Short-term goals (Within 5 years)
Mary Esther, Okaloosa County, Florida



Long-term goals (Within 20 years)
Mary Esther, Okaloosa County, Florida

Vision Plan Public Workshop Input



Vision Plan Public Workshop Input

INSTRUCTIONS

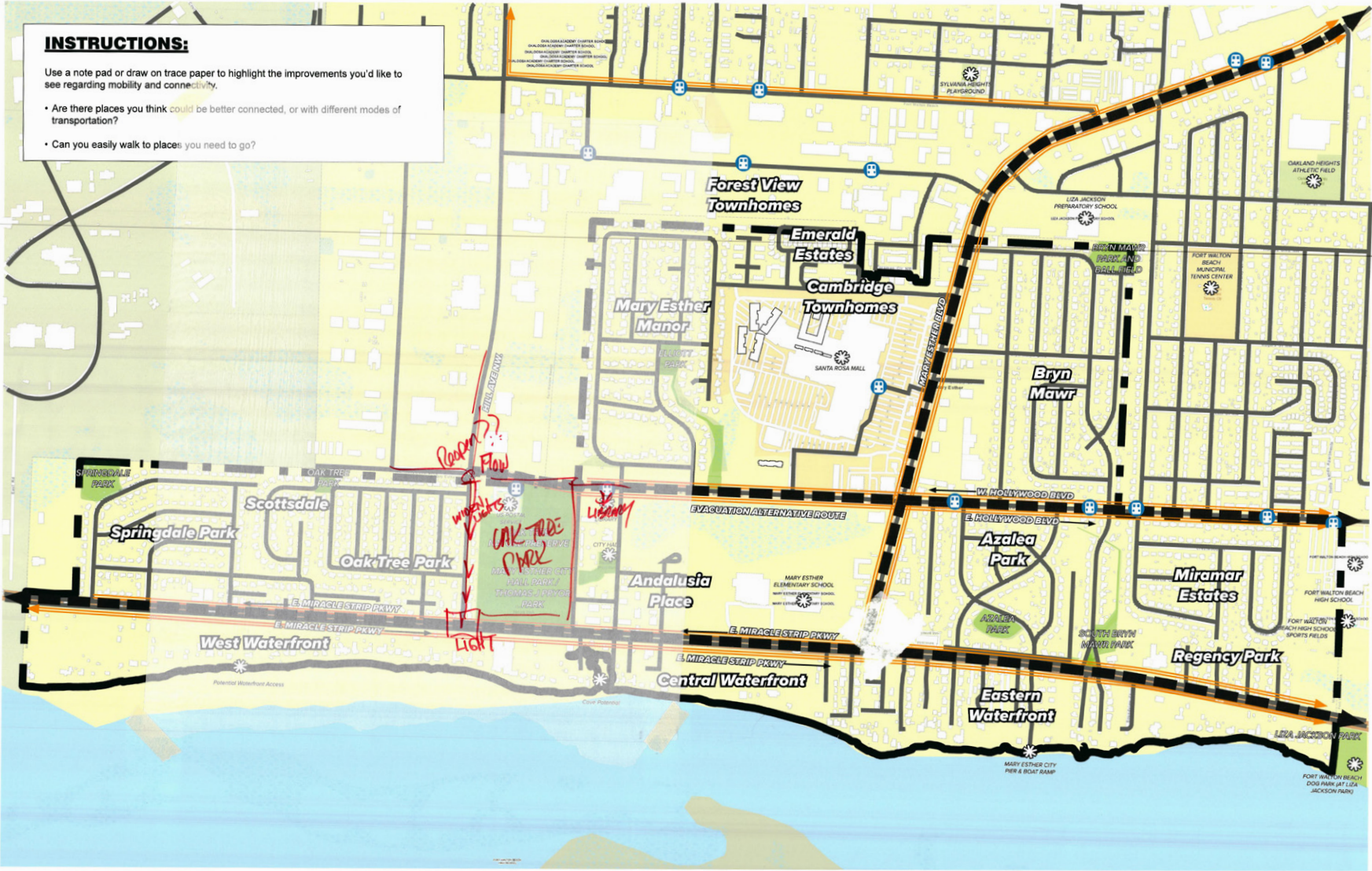
Place a green dot in the space provided next to the Community Identity image(s) that you would prefer to see in Mary Esther. Place a red dot on those you do not prefer. Add sticky notes for any special comments you have about the images or elements.

- Green = Prefer to see (Yes!)
- Red = Prefer not to see (No!)

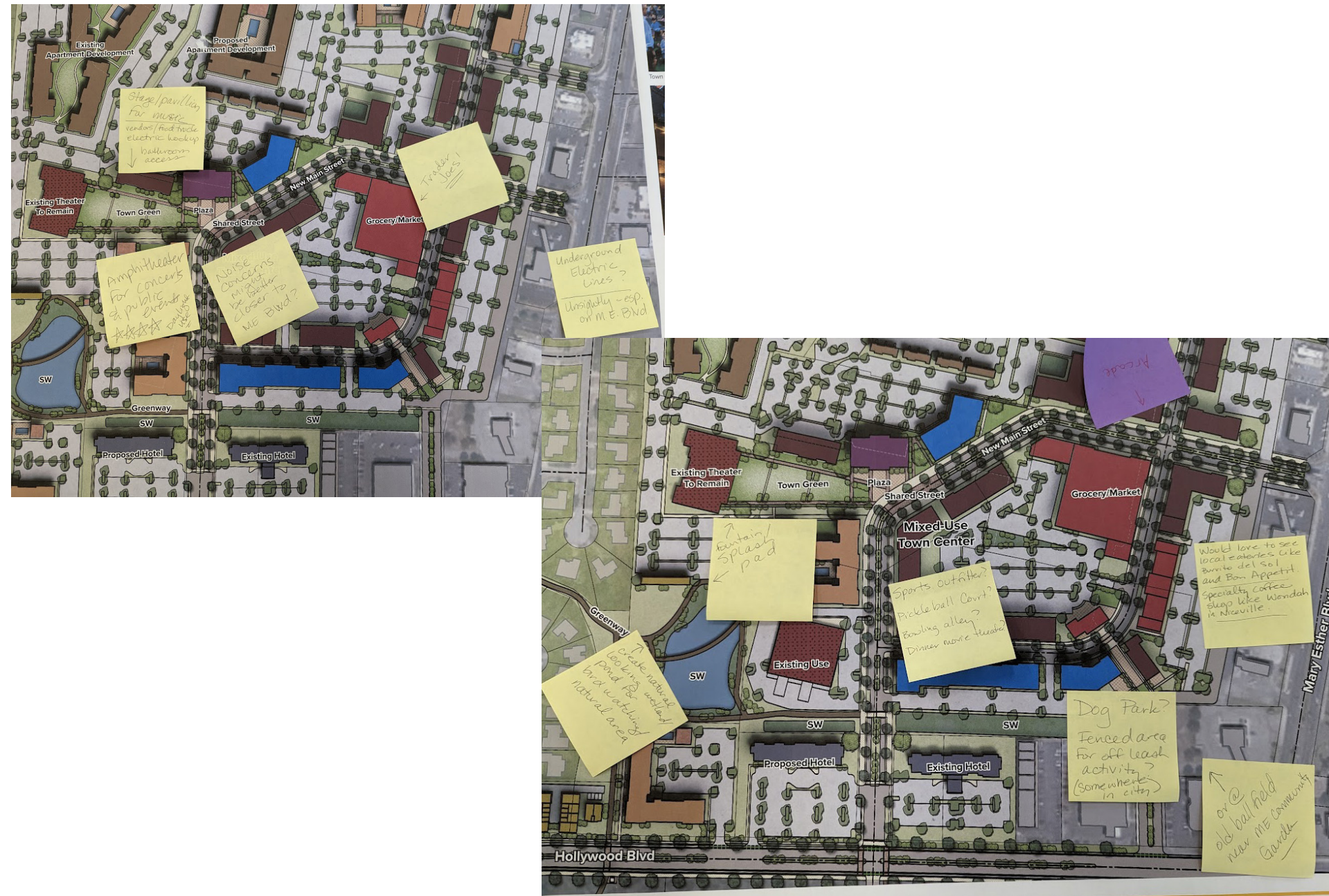
INSTRUCTIONS:

Use a note pad or draw on trace paper to highlight the improvements you'd like to see regarding mobility and connectivity.

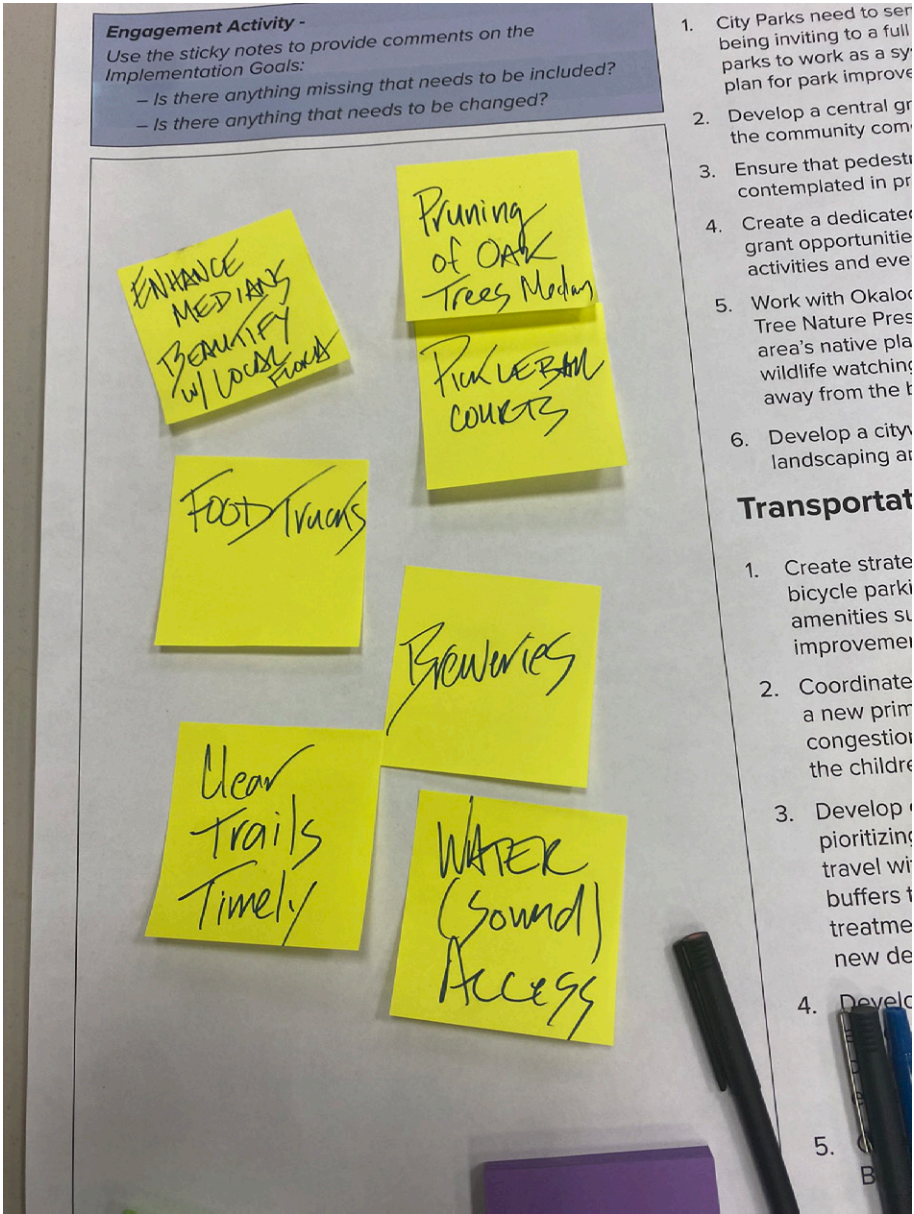
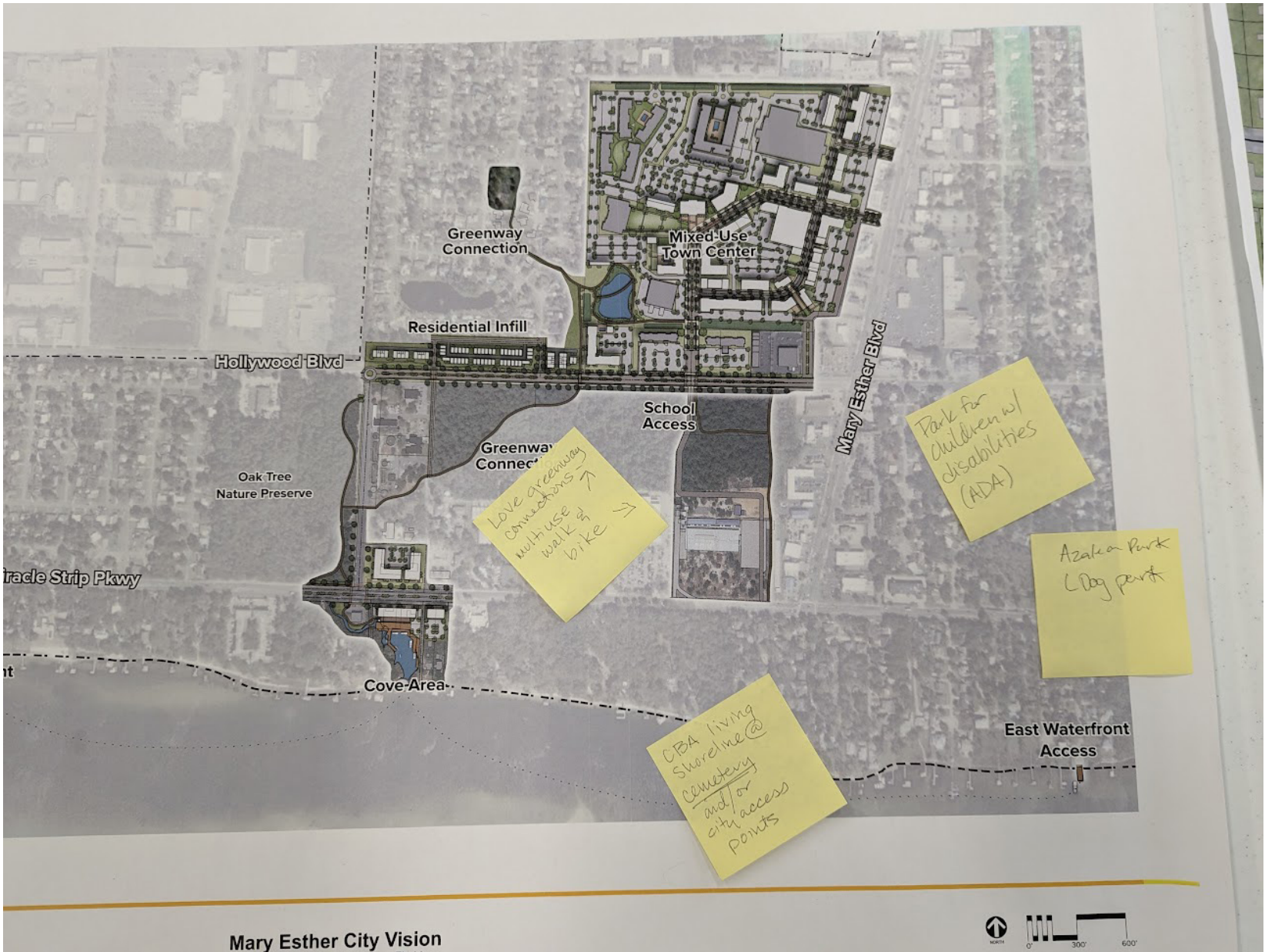
- Are there places you think could be better connected, or with different modes of transportation?
- Can you easily walk to places you need to go?



Draft Plan Public Workshop Input



Draft Plan Public Workshop Input



AGENDA ITEM

Agenda Item 11.3.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: October 2, 2023

SUBJECT: FY 2024 Law Enforcement Service Agreement

BACKGROUND:

The City of Mary Esther maintains an annual contract with the Okaloosa County Sheriff's Office (OCSO) for enhanced services. Historically, contract renewal is considered at the first meeting in October.

DISCUSSION:

The proposed OCSO Law Enforcement Service Agreement for FY 2024 is attached. The level of service remains unchanged with two (2) full-time patrol officers and one (1) school crossing guard.

FINANCIAL IMPACT:

The agreement includes compensation of \$22,836.67 per month, or \$274,040.04 annually. This represents an increase of \$22,015, or 8.7% over FY 2023. This contract amount was included in the recently adopted FY 2024 Budget.

RECOMMENDATION:

Motion to approve the FY 2024 Law Enforcement Service Agreement with the Okaloosa County Sheriff's Office for an amount not-to-exceed \$274,040.04.

ATTACHMENT(S):

1. FY 2024 Law Enforcement Service Agreement
2. FY 2024 OCSO Budget Breakdown

**LAW ENFORCEMENT SERVICE AGREEMENT
BETWEEN THE OKALOOSA COUNTY SHERIFF'S OFFICE,
OKALOOSA COUNTY, FLORIDA, AND THE CITY OF MARY ESTHER,
FLORIDA**

THIS AGREEMENT made and entered into on this October 1, 2023, between the OKALOOSA COUNTY SHERIFF'S OFFICE of Okaloosa County, Florida, hereinafter referred to as the SHERIFF, and the CITY OF MARY ESTHER, Florida, a municipality located in OKALOOSA COUNTY, Florida, hereinafter referred to as the CITY.

WITNESSETH:

WHEREAS, Florida Statute 125.0101 provides the COUNTY may contract to provide law enforcement services to a municipality within its boundaries; and

WHEREAS, the CITY is a municipality within the boundaries of Okaloosa County, Florida, and wishes to contract with the SHERIFF for municipal law enforcement services for that area of land within its municipal boundaries for the benefit of the citizens of the CITY; and

WHEREAS, in recognition of the effort to minimize the cost of governmental services for the benefit of the citizens of the CITY; and

WHEREAS, the CITY is desirous of maintaining competent professional law enforcement services in conjunction and harmony with its program of fiscal responsibility; and

WHEREAS, the SHERIFF has agreed to render to the CITY professional law enforcement services and the CITY is desirous of contracting for such services, upon the terms and conditions hereinafter set forth; and

WHEREAS, it is the desire of the CITY that the full, complete, and entire responsibility for law enforcement within the CITY be performed by the SHERIFF.

NOW, THEREFORE, in consideration of the sums hereinafter set forth and for other good and valuable considerations, the receipt and legal sufficiency of which are hereby acknowledged, it is hereby agreed as follows:

ARTICLE I

LAW ENFORCEMENT SERVICE

The SHERIFF shall provide to the CITY competent law enforcement protection within and throughout the corporate limits of the CITY under the authority given the SHERIFF by the laws of the State of Florida. Said service shall be in addition to those law enforcement services required to be provided by the SHERIFF prior to the execution of this Agreement, by providing the

following dedicated personnel to provide law enforcement services within the corporate limits of the CITY:

- a. Two (2) full time patrol SHERIFF'S deputies (FTEs), each to work a minimum of forty (40) hours per week, from October 1, 2023, through September 30, 2024, as agreed upon by an authorized representative of the CITY and the SHERIFF. These deputies will patrol within the Mary Esther City limits and shall be assigned to their normal schedule other than for leave and training requirements. In recognition of the SHERIFF's commitment, SHERIFF will continue to provide the School Crossing Guard (SCG) at no charge to the City of Mary Esther. Deputy Sheriff positions will not be backfilled in the event the deputy is on leave or in training. After assigned normal hours, or in the event previously described for leave and training, a deputy sheriff shall still respond to calls for service within the city limits of Mary Esther, whether or not the contract deputy is working.
- b. One (1) School Crossing Guard (SCG) to work four hours per day, one hundred eighty days per year, as agreed upon by an authorized representative of the CITY and the SHERIFF. The cost of the SCG shall be funded by the SHERIFF.
- c. Additional law enforcement services requiring a SHERIFF'S deputy when requested by an authorized representative of the CITY, and providing exclusive services to the CITY, shall be paid at the rate of \$30.00 per hour per deputy.

Article I, item c., does not refer to resources tasked to support the CITY sponsored Veteran's Day Parade. This event, as well as many other civic events countywide, is supported by the SHERIFF'S Office as a mutual benefit to all Okaloosa County Residents.

ARTICLE II

CONSIDERATION

The CITY shall pay to the SHERIFF, in consideration of the services and responsibilities to be performed for the term hereof, the sum of \$274,040 for service, to be paid in 12 monthly installments of \$22,836.67.

The monthly installments, made payable to the SHERIFF by the CITY, shall be turned over by the SHERIFF, upon receipt, to the Board of County Commissioners of Okaloosa County in consideration and reimbursement for the County having allocated the entire amount payable under this agreement to the SHERIFF in his current budget. Any and all funds allocated to the SHERIFF by the Board of County Commissioners of Okaloosa County in consideration of this agreement shall be accounted to the general revenue fund of the SHERIFF.

ARTICLE III

EMPLOYMENT RESPONSIBILITY

For all persons appointed by the SHERIFF in the performance of such services, functions and responsibilities as described and contemplated herein for the CITY, the SHERIFF shall be required to assume any liability for or direct payment of any salaries, wages or other compensation, contributions to pension funds, insurance premiums, worker's compensation funds, vacation or compensatory time, sick leave benefits or any other amenities of employment to any SHERIFF personnel performing services, duties and responsibilities hereunder for the benefit of said CITY and the residents thereof, or any other liabilities whatsoever, unless otherwise specifically provided herein. The CITY shall not be liable, in any manner, for any activity of any employee of the SHERIFF.

ARTICLE IV

RIGHT OF CONTROL

The SHERIFF shall have and maintain the responsibility for providing the level of service determined by the City Council. The discipline of personnel and other matters pertinent to the performance of the services, duties and responsibilities as required under this agreement shall be the responsibility of the SHERIFF, and if germane, results may be made available to the City Manager. Nothing herein contained should be construed to mean that the CITY is contracting away its constitutional authority. The CITY reserves the right to request the replacement of any deputy sheriff assigned to perform services under this agreement.

ARTICLE V

AUTHORITY TO ACT

The CITY does hereby vest in each sworn officer of the SHERIFF, to the extent allowed by law, the police powers of the CITY, which are necessary to implement and carry forth the services, duties and responsibilities imposed upon the SHERIFF hereby, for the sole and limited purpose of giving official and lawful status and validity to the performance thereof by such sworn officers. Any sworn deputy sheriff duly appointed as provided by law, shall have the authority and by this agreement is vested with the power to:

1. Enforce the laws of the State of Florida;
2. Enforce the ordinances of Okaloosa County that are applicable in the CITY; however, to the extent should an ordinance of the COUNTY be in conflict with an ordinance of the CITY, the CITY ordinance shall control;
3. Enforce the Ordinances of the CITY; and
4. Provide any other law enforcement activity as authorized or directed by the City Council.

ARTICLE VI

DESIGNATION OF COLOR OF PERSONNEL UNIFORM AND PATROL CAR

The SHERIFF shall have the total responsibility for the selection of uniforms for the deputy performing duties and services pursuant to this agreement and the marking of the deputy's patrol vehicle. The SHERIFF may, at the request of the CITY, affix a mutually agreed upon City of Mary Esther Seal on patrol vehicles of deputies assigned to the City under this agreement.

ARTICLE VII

LIAISON

A liaison shall be maintained between the CITY and the SHERIFF and/or his designee. The CITY'S liaison shall be the City Manager; who shall meet and confer with the SHERIFF and/or his designee and other law enforcement officers on a regular basis to review law enforcement activity and other CITY related activities. The SHERIFF shall consult only with an authorized representative of the CITY in carrying out the terms and conditions of this agreement.

ARTICLE VIII

INSURANCE

The personnel appointed and employed by the SHERIFF pursuant to this agreement shall be covered in all respects as are other members of the SHERIFF'S office either through the SHERIFF'S Self-Insurance Fund or through a private company with comparable coverage to minimally include worker's compensation and property and liability. The SHERIFF shall provide the same insurance coverage for the vehicles used in the CITY under the terms of this agreement as is used for like vehicles in the SHERIFF's Office and shall have the CITY added as a named insured on such policy of insurance.

ARTICLE IX

TERM

This service agreement shall take effect on October 1, 2023, and shall continue through September 30, 2024, unless otherwise amended, extended or terminated in accordance with the terms hereof.

ARTICLE X

OPTION TO RENEW

For, and in consideration of, the mutual benefits herein contemplated, the sufficiency of which is hereby acknowledged, the SHERIFF does hereby extend to the CITY a continuing option to renew this service agreement on an annual basis.

ARTICLE XI

RIGHT OF CANCELLATION AND TERMINATION

Any party hereto shall have the right to cancel this agreement at any time during its existence upon giving ninety (90) days advance notice of its intention to cancel. Upon the termination of the ninety (90) day period, this agreement shall then be canceled, terminated, become null and void and has no further force and effect.

ARTICLE XII

AUTHORITY TO EXECUTE

The SHERIFF, by his execution hereof, does hereby represent to the CITY that he has full power and authority to make and execute this service agreement pursuant to the powers vested in him under Article VIII of the Constitution of the State of Florida and Section 125.0101, Florida Statutes, to the effect that his making and execution hereof shall create a legal obligation upon himself as a political subdivision of the State and as SHERIFF of Okaloosa County, Florida, which shall be legally binding upon him; and that the same shall be enforceable by the CITY according and to the extent of the provisions hereof. Nothing contained herein, nor any obligation on the part of the SHERIFF to perform hereunder, shall in any way be contrary to, or in contravention of, any policy of insurance or surety bond required of the SHERIFF pursuant to the Jaws of the State of Florida.

The CITY's Mayor, by her execution hereof, represents to the SHERIFF that she has full power and authority to execute this service agreement on behalf of the CITY OF MARY ESTHER, Florida, and nothing herein contained is in any way contrary to or in contravention of the Charter of the CITY of Mary Esther or the laws of the State of Florida.

ARTICLE XIII

RELATIONSHIP OF PARTIES

As employee(s) of the SHERIFF's Office, the Deputy Sheriff(s) is not considered an agent or employee of the CITY and will not be entitled to any of the benefits the CITY provides for its

full time employees, including, but not limited to, health insurance coverage, worker's compensation coverage, and unemployment insurance.

ARTICLE XIV

NON-ASSIGNABILITY

The SHERIFF shall not assign any of the obligations or benefits imposed hereby or contained herein, without the consent of the CITY Council, which consent must be evidenced by a duly passed action of the CITY Council and provided to the SHERIFF in writing.

ARTICLE XV

INDEMNIFICATION

Unless otherwise stated in this Agreement, each party shall be solely responsible for the conduct of its employees and agents in connection with their performance or obligations under this Agreement, and hold the other harmless for any injuries or damages arising under this Agreement, and shall defend any claims for injuries or damages, even if such claims be groundless or fraudulent, except that liability in such cases shall not exceed the waiver limitations set forth in section 768.28 F.S., as it now exists or as it may be amended. Nothing in this Agreement is intended to violate the terms of section 768.28(19), F.S., regarding indemnities between public Parties.

ARTICLE XVI

ENTIRE AGREEMENT

The parties acknowledge one to the other, that the terms hereof constitute the entire understanding and agreement of the parties with respect hereto. No modification hereof shall be effective unless in writing, executed with the same formalities as this Agreement is executed.

IN WITNESS WHEREOF, the parties to this Agreement have caused their respective agents to execute this instrument on their behalf, at the dates and times set forth below, to be effective October 1, 2023.

CITY OF MARY ESTHER, FLORIDA

ATTEST:

BY: _____
Chris Stein, Mayor

Valerie Broxson, City Clerk

DATE: _____

APPROVED AS TO FORM:

City Attorney

SHERIFF OF OKALOOSA COUNTY

ATTEST:

Eric Aden, Sheriff
Okaloosa County, Florida

DATE: _____

Mary Esther FY 2024 Budget
June 2, 2023

		FY 2024 Estimated FTE = 2
Personnel Expenses		
Regular Payroll	\$	115,019
Social Security		8,799
Retirement		37,577
Workers Compensation		5,751
Insurance		22,538
Total Personnel	\$	189,684
Operational Expenses		
Professional Liability	\$	2,145
Automobile Liability		1,418
Automobile Collision		1,038
Auto Repair and Maintenance		1,300
Tires		1,197
Fuel		14,055
Uniforms & Duty Gear		3,025
Software Licenses		1,060
MIFI & Cell Service		1,800
Cameras		4,076
Portable Radios		284
Support Allocation		28,720
Total Operational	\$	60,117
Capital Expense		
Capital Replacement	\$	24,240
Total Capital	\$	24,240
TOTAL CONTRACT	\$	274,040

AGENDA ITEM

Agenda Item 11.4.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: October 2, 2023

SUBJECT: Award of RFB 2023-01, Misty Water Boat Ramp Pier

BACKGROUND:

On June 7, 2023, the City posted a Request for Bids (RFB) for the Misty Water Boat Ramp Pier. Due to permitting delays with FDEP, the bid opening was postponed until September 21. Six (6) bids were received for the project.

DISCUSSION:

All bids were tabulated and are included in the attached Bid Tabulation. The low, responsive bidder is Complete Site Source of Mary Esther, Florida as shown in the attached Notice of Recommendation. The bidder did not acknowledge addenda 1-3 as required; however, addendum number 4 included the final project manual, design, and required documentation.

FINANCIAL IMPACT:

The FY 2024 Budget includes \$150,000 for the project.

RECOMMENDATION:

Motion to award the bid to Complete Site Source and authorize the Mayor to sign a contract for an amount not-to-exceed \$94,955.46.

ATTACHMENT(S):

1. Bid Tabulation
2. Notice of Intent to Award

Registered Bidders Name	Bid Form Sec. 00030						Performance Bond 00070		Payment Bond		
	1	2	3	4	5	6	1	2	Pg. 1	Pg. 2	Pg. 3
1 Hydra Engineering & Construction, LLC	✓	✓	✓	✓	✓	✓	X 339,300.00	300,000.00	X	X	X
2 Live Flyer, Inc	✓	✓	✓	✓	✓	✓	X 49,625	25,000	X	X	X
3 Complete Site Source	✓	✓	✓	✓	✓	✓	94,955.46	55,460			
4 MKM Quality Construction, Inc.	✓	✓	✓	✓	✓	✓	262,859.40	859,400			
5 Dalton Brothers Inc	✓	✓	✓	✓	✓	✓	385,605.55	605,550			
6 H G Harders & Son Inc	✓	✓	✓	✓	✓	✓	205,407.00	17,000			
7											
8											
9											
10											

Opened By: Valerie Broxson Signature: Valerie Broxson

Witnessed By: Jared Cobb Signature: Jared Cobb



NOTICE OF RECOMMENDATION

RFB NO. 2023-01

Misty Water Boat Ramp Pier

Notice is hereby given that it is the intent of the City of Mary Esther, Florida, to consider authorizing the award of RFB NO. 2023-01 to the low, responsive and responsible bidder at the date, time and location, as follows:

Notice Date: September 27, 2023
RFB Number: 2023-01
Title: Misty Water Boat Ramp Pier

Issue Date: June 7, 2023
Opening Date: September 21, 2023
Award Date: October 2, 2023
Award Time: 6:00 PM
Award Location: Mary Esther City Hall
195 Christobal Road North
Mary Esther, FL 32569

The low, responsive and responsible bidder is as follows:

Firm: Complete Site Source
Address: 212 Lakeside Lane, Mary Esther, FL 32569
Telephone/Fax: 850-572-6097
Principal: Josh Livingston, General Contractor

Any party submitting a response to the RFB who is adversely affected by the City's Notice of Recommendation to consider authorizing the Award of RFB may file a protest, provided such protest is in full compliance with the Filing of Notice of Protest procedures contained within the respective RFB Documents.

AGENDA ITEM

Agenda Item 11.5.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: October 2, 2023

SUBJECT: Award of RFB 2023-02 City Hall, Fire Station, and Library Remodeling Project

BACKGROUND:

RFB 2023-02 was published on June 28 for the City Hall, Fire Station, and Library remodeling project. The solicitation closed and bids were opened on July 27. Only one (1) bid was received, which was incomplete. On August 7, the City Council rejected all bids and directed staff to readvertise the project. The solicitation was reposted and closed on Tuesday, September 26. No bids were received.

DISCUSSION:

Since the pandemic, it has been difficult to find contractors, particularly for smaller jobs. This project has been published for sealed bids twice. To avoid additional delays, staff requests authorization to solicit bids directly from contractors. Bids received will be brought back to the City Council for review, discussion, and formal award.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Motion to authorize staff to solicit bids directly from contractors for the City Hall, Fire Station, and Library Remodeling Project and return bids to City Council for review and consideration.

ATTACHMENT(S):

AGENDA ITEM

Agenda Item 11.6.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: October 2, 2023

SUBJECT: Lease or Acquisition of Property Located at 302 Mary Esther Boulevard

BACKGROUND:

Earlier this year, staff was notified by NBI that the former First State Bank building, located at 302 Mary Esther Boulevard, would be placed on the market for sale or lease. The City Manager, Mayor, and Councilmembers received individual tours of the property.

DISCUSSION:

This item is included on the agenda as an opportunity to discuss the City Council's potential interest in the property. To help facilitate conversation, staff requested cost estimates from our architect to renovate the building for use as a City Hall, as well as the cost to build a new facility. These documents will be provided as soon as they are available.

FINANCIAL IMPACT:

None at this time.

RECOMMENDATION:

The agenda item has been included for the City Council to discuss next steps and provide staff with direction. This may include one of the following actions:

- Motion to authorize the City Manager to enter into formal negotiations to lease/purchase 302 Mary Esther Boulevard.
- Motion to direct the City Manager to explore alternatives for the development of a new facility for City Hall.
- Request for additional information.
- No action.

ATTACHMENT(S):

AGENDA ITEM

Agenda Item 11.7.

TO: Honorable Mayor and Members of the City Council

FROM: Sheila Ortyl, Library Director

DATE: October 2, 2023

SUBJECT: FY 2024 Library Interlocal Agreement

BACKGROUND:

This is an agreement for reciprocal services between Okaloosa County and the six participating municipalities (Crestview, Destin, Fort Walton Beach, Mary Esther, Niceville and Valparaiso) reviewed and approved annually.

DISCUSSION:

There are no changes from last year's agreement other than dates and budget figures. The aggregate amount for city allocations was increased by 4% from last year. The annual allocation to the City of Mary Esther will be \$63,120.

FINANCIAL IMPACT:

Included in this agreement is a provision for monetary compensation to each municipality for providing county-wide library services.

RECOMMENDATION:

It is recommended that the City Council approve the 2024 OCPLC Interlocal Agreement.

ATTACHMENT(S):

1. 2024 Library Interlocal Agreement

Okaloosa County Public Library Cooperative 2024 Interlocal Agreement

This Interlocal Agreement ("Agreement") is entered into among Okaloosa County, hereinafter referred to as the "County," and the municipalities of Crestview, Destin, Fort Walton Beach, Mary Esther, Niceville, and Valparaiso, hereinafter referred to as "Participating Municipalities," each a municipal corporation located in Okaloosa County, Florida.

WHEREAS, Section 163.01, Florida Statutes, The Florida Interlocal Cooperation Act of 1969, provides that public agencies of the State of Florida may exercise jointly with any other public agency of the State of Florida any power, privilege, or authority which such agencies share in common, and which each might exercise separately; and that a joint exercise of power by such agencies may be made by contract in the form of an interlocal agreement; and

WHEREAS, Section 125.01(f), Florida Statutes, authorizes the County to provide libraries and cultural facilities and programs; and

WHEREAS, Section 166.021(1), Florida Statutes, authorizes municipalities to render municipal services, and exercise any power for municipal services, and exercise any power for municipal purposes, except when expressly prohibited by law; and

WHEREAS, the County and the Participating Municipalities desire to cooperate in a countywide agreement to provide public library services without charge in Okaloosa County; and

WHEREAS, the County is an eligible political subdivision under Section 257.17, Florida Statutes, that can participate in the State Aid to Libraries Program and is designated as the single administrative unit that can designate a governing body for countywide library service.

NOW, THEREFORE, the parties agree as follows:

1. **PURPOSE:** The County and Participating Municipalities agree to cooperate, pursuant to the terms of this Agreement, in the operation of a countywide public library cooperative in Okaloosa County. In particular, it is the express purpose of the Agreement to provide for the coordination of library service throughout the legal service area of the COOPERATIVE; to provide for equal access to free (without charge) public library service in the Cooperative service area; and to formulate and implement consistent plans, programs, policies and procedures in the operation, maintenance and development of library service throughout the legal service areas of the participating entities.
2. **DEFINITIONS:**
 - a) "Cooperative" shall mean the Okaloosa County Public Library Cooperative.
 - b) "Cooperative Coordinator" shall mean the employee of the Okaloosa County Public Library Governing Board who administers Cooperative headquarters and coordinates

Cooperative activities and who meets the requirements and carries out the duties of the single administrative head as defined in 1B-2.011(3)(d), Florida Administrative Code.

- c) "County" shall mean Okaloosa County, a political subdivision of the State of Florida.
 - d) "Crestview" shall mean the City of Crestview, a municipal corporation located in Okaloosa County, FL, that operates the Robert L. F. Sikes Public Library.
 - e) "Destin" shall mean the City of Destin, a municipal corporation located in Okaloosa County, FL, that operates the Destin Library.
 - f) "Directors Council" shall mean a council whose membership will include the library director of each participating library and other appointments as outlined in the Library Cooperative Bylaws.
 - g) "Fiscal Year" shall mean budget year October 1-September 30.
 - h) "Fixed Assets" is defined by the county as all property with value of \$1,000 or more purchased under the equipment control account, as amended from time to time. Fixed Assets shall be in accordance with Board directives, Florida Statutes, and the Rules of the Auditor General.
 - i) "Fort Walton Beach" shall mean the City of Fort Walton Beach, a municipal corporation located in Okaloosa County, FL, that operates the Fort Walton Beach City Library.
 - j) "Governing Board" shall mean the governing body of the Okaloosa County Public Library Cooperative as empowered pursuant to the Agreement.
 - k) "Mary Esther" shall mean the City of Mary Esther, a municipal corporation located in Okaloosa County, FL, that operates the Mary Esther Public Library.
 - l) "Niceville" shall mean the City of Niceville, a municipal corporation located in Okaloosa County, FL, that operates the Niceville Public Library.
 - m) "Participating Governing Body" shall mean the governing body of Okaloosa County, the governing bodies responsible for the decision and policy making activities of Participating Libraries and the governing bodies of Participating Municipalities without Libraries.
 - n) "Participating Library" shall mean any of the libraries or library services located within Okaloosa County that have entered into this Agreement.
 - o) "Service Area" shall mean all eligible residents of Okaloosa County
 - p) "Valparaiso" shall mean the City of Valparaiso, a municipal corporation located in Okaloosa County, FL, that operates the Valparaiso Community Library.
3. This Agreement shall constitute the entire agreement of parties hereto and of the Okaloosa County Public Library Cooperative. There are no promises, representations, or warranties other than those set forth herein. This Agreement shall be binding upon the parties and successors in interest, in accordance with its terms. Modifications or amendments of the Agreement shall be binding and valid when submitted in writing and approved by each Participating Governing Body and by the Governing Board, and executed on behalf of each Participating Governing Body and the Governing Board.
4. TERMS: The term of this Agreement shall commence and be effective on the date the last party signs the agreement or by January 1, 2024 whichever comes first, and shall end or be renewed December 31, 2024 unless terminated in accordance with the provisions of the Agreement or unless extended by supplemental Agreement subject to renewal and revision.

Recognizing the Agreement crosses two fiscal years (FY2024 and FY2025) but monetary allocation is distributed in FY2024, the allocation for FY2025 will be based upon future appropriation by Okaloosa County Board of County Commissioners.

5. WITHDRAWAL AND TERMINATION: Any Participating Governing Body may withdraw from the Cooperative established by the Agreement, and thereby terminate its rights and responsibilities under the Agreement. Section 7 defines Dispensation of Property and Equipment. The termination and withdrawal shall be effective on the next succeeding December 31, and shall be accomplished by the giving of written notice of the withdrawal and termination to the Governing Board and to each Participating Governing Body on or before August 1 prior to the December 31 effective date of termination.

6. ADDITION OF NEW MEMBERS:

a) Libraries: Any library within Okaloosa County may become a party to the Agreement and a member of the Okaloosa County Public Library Cooperative that meets the following minimum standards.

(1) Be administered by a governing board responsible for the decision and policy making activities of the Participating Library.

(2) Be an established library with the physical facilities to securely house a library collection.

(3) Have an annual budget of at least \$40,000 as verified by the latest independent audit report and a continuous source of funding.

(4) Submit a letter of intent for formal membership to the Okaloosa County Public Library Cooperative Governing Board prior to May 1 of the current fiscal year and obtain approval by each Participating Governing Body and execution and delivery of a counterpart original of the Agreement (as then in force), prior to August 1 of the current fiscal year.

b) Upon satisfaction of these conditions, the proposed new Participating Library shall become a party to the Agreement and a member of the Okaloosa County Public Library Cooperative effective the next succeeding January 1, subject to all the provisions and obligations, and entitled to all the privileges and rights, accruing to all of the Participating Libraries under the Agreement.

7. DISPENSATION OF PROPERTY AND EQUIPMENT: Upon withdrawal or termination of the Agreement by any Participating Library (whether early termination or otherwise), all real property and equipment classified as fixed assets, defined in this agreement, purchased with federal funds by the Cooperative belongs to the Okaloosa County Public Library Cooperative and reverts to the Florida Department of State, Division of Library and Information Services (State Library) if the Cooperative ceases to exist. That library will be given a copy of its Marc Records in its current format at the time of termination. If the terminating library requests its records to be expunged from the Cooperative database, it will be done at the terminating library's expense. Materials and equipment purchased with local or grant funds other than federal Library Services and Technology Act grant funds, whether funds of a municipality or the County, shall remain the property of the Participating Library for which they were

purchased, except in the case of any subsequent agreement or amendment to this Agreement.

8. **GOVERNING BOARD:** The name of the Governing Board shall be Okaloosa County Public Library Cooperative Board hereinafter called the Governing Board. Each Participating Governing Body that operates a Participating Library shall appoint one member to the Governing Board; the County shall appoint one member to represent the unincorporated area of the county. Appointed representatives must be publicly elected officials with voting privileges in their respective municipal governances. Each Participating Governing Body shall designate at least one alternate representative to act on its behalf during any absence. The office of Chair shall be assigned to the member representing the County. The Cooperative Coordinator shall be the staff liaison to the board. Board members will not be paid a salary or wages, but may be reimbursed for travel and per diem expenses in accordance with section 112.061, Florida Statutes. The Governing Board serves as the governing body for the Library Cooperative and has the following powers, duties and responsibilities:

- a) Managing the affairs of the Cooperative.
- b) Bylaws will be established by the Governing Board.
- c) There will be six or more open public meetings a year of the Governing Board.
- d) Adopt a long-range plan and annual plans of service which are developed by the Cooperative Coordinator and the Library Directors' Council to describe goals, objectives and activities of the Participating Libraries and the Participating Governing Bodies.
- e) Receive and disburse funds from the County, from state and federal grant sources, and from private donations, foundations, or other sources.
- f) Contract with the County to provide essential support services for the Library Cooperative.
- g) Contract for services consistent with the Cooperative's Long-Range Plan and Annual Plans of Service.
- h) Adopt and maintain a position description for and hire a Cooperative Coordinator through the established policies and procedures of the County.

9. **STAFFING:** The Cooperative Coordinator shall be hired by the County and shall have the following minimal qualifications: a Master's degree in Library Science from an American Library Association accredited university or college followed by two years of successful, full-time paid library experience in a public library open at least 40 hours a week. Cooperative staff members are employees of Okaloosa County, and their compensation and benefits will be in accordance with County policy. The staff position of Library Administrative Specialist provides marketing, technology and training support to member libraries, maintains the OCPLC office, and assists the Coordinator in activities as directed. The Cooperative Coordinator, under the supervision of the Board, shall interview, select, supervise and recommend discharge of staff for the office of the Cooperative in accordance within established County policies. All paid staff of the Participating Libraries shall remain employees of the Participating Governing Bodies that operate each library and the Participating Governing Bodies shall retain all rights, responsibilities and powers associated with

employment of staff.

10. **POWERS, DUTIES AND RESPONSIBILITIES OF THE COOPERATIVE COORDINATOR:** The Coordinator shall be accountable to the Board for overall administration of the Cooperative and implementation of policies, procedures and programs, as determined by the Board. The following activities, as a minimum, shall be carried out by the Coordinator for all Participating Libraries under the plans, policies, and budgets adopted by the Cooperative Governing Board, and they may not be delegated through Interlocal agreements or any other service agreements: coordinate development of a single long-range plan for the Cooperative; coordinate development of a single annual plan of service; compile an annual combined expenditure report for application for State Aid by OCPLC, combining all Participating Libraries' expenditures, and the Cooperative's expenditures including any state or federal grants; implement the Cooperative long-range plan, annual plan of service, and annual budget; and prepare reports on behalf of the Cooperative and Participating Libraries as required by the Florida Department of State, Division of Library and Information Services.
11. **LIBRARY DIRECTORS' COUNCIL:** The Council will advise the Cooperative Governing Board on services, plans and policies for the Cooperative. The Council membership will include the library director of each participating library, the Cooperative Coordinator, and other appointments as deemed necessary by the Governing Board. The Council will hold at a minimum, one meeting per month, except in December.
12. **STRATEGIC AND ANNUAL PLAN:** The Cooperative Coordinator shall coordinate development and implementation of a strategic plan for the operation, maintenance and development of library services to the residents of the Cooperative Service Area. The strategic plan shall be developed in coordination with the Cooperative's Governing Board, the participating governing bodies, residents of the Service Area, and the Library Directors' Council. The plan shall be adopted by the Cooperative Governing Board and be maintained through a yearly update by the Cooperative Coordinator in coordination with the aforementioned parties. All authority with respect to funding of the strategic plan and of any other library program or expenditure from Participating Library Governing Body funds shall lie solely with that Participating Library Governing Body.
13. **ANNUAL BUDGET:** The budget shall be developed along a fiscal year beginning October 1 and ending September 30 each year. The Cooperative budget shall be developed by the Cooperative Coordinator and shall take into account funds received from the County, state and federal governmental sources, except state construction grants, and all other revenue sources received to provide library service. The budget shall be adopted by the Cooperative Governing Board.
14. **ACCEPTANCE OF GIFTS, GRANTS, FUNDS, OR BEQUESTS:** The Governing Board, on behalf of the Cooperative, shall have the authority to apply for or receive gifts, grants, funds or bequests. The Board, through a Memorandum of Understanding (Appendix A), has designated the County as the fiscal agent to apply for or receive its funds from all sources.

The Governing Board shall follow the standard operating procedure for grant applications as defined by the County. Municipalities shall retain the authority to apply for state construction grants and to receive gifts, funds or bequests intended for use solely at an individual Participating Library. All monies, property or funds granted to the Cooperative shall be the property of the Cooperative, subject to termination provisions as set forth in this Agreement. Any monies, property, or funds granted to municipalities for the benefit of a Participating Library shall remain the property of the Participating Library.

15. **FISCAL RESPONSIBILITY:** All funds administered by the Cooperative Coordinator shall be audited with the County's independent audit annually, which audit shall be prepared and presented to the Governing Board.

Upon request, the Cooperative Coordinator shall furnish to each Participating Governing Body, within thirty (30) days following the previous period a written quarterly report regarding the use and expenditure of funds under the control of the Cooperative. Reports shall include quarterly revenues by source and expenditures by object code, year-to-date expenditures by object code, and the balance for the fiscal year; form to be determined by the Cooperative. Upon request, the governing body of each Participating Library shall furnish to the Cooperative Coordinator, within thirty (30) days following the previous period, a written quarterly report regarding the use and expenditure of funds, as they relate to library functions, under the control of the Participating Governing Body. Reports shall include quarterly revenues by source and expenditures by object code, year-to-date expenditures by object code, and the balance for the fiscal year; form to be determined by the Cooperative.

16. **APPROPRIATION OF PARTICIPATING MUNICIPALITY FUNDS:** There is reserved to the Participating Municipalities the sole and exclusive discretion to determine the amount of annual appropriations from their own revenues and sources for the provision of library services. However, minimum support at the level of funding appropriated prior to entering the Cooperative is recommended for Participating Municipalities. Subject to that reservation, Participating Municipalities agree to expend funds using the Okaloosa County Public Library Cooperative Strategic Plan as a guide for library service development.

17. **APPROPRIATION AND ALLOCATION OF OKALOOSA COUNTY FUNDS:** The County shall provide at a minimum \$919,871 for the period beginning October 1, 2023 and ending September 30, 2024. The amount to be provided by the County will be determined by the approved county budget with the basic agreement being revised by amendment accordingly. The Cooperative's Governing Board shall disburse funds received by the County's allocation as follows:

- a) At a minimum \$329,995 of the monies allocated by the County shall be used for administrative operations and cooperative-level purchasing for members.
- b) At a minimum \$589,876 of the monies allocated by the County shall be distributed to Participating Municipalities with Libraries according to the following guidelines and formula:
 - Construction funds are expressly prohibited.
 - Spending calculations and productivity statistics shall be based on those from two years

prior to the allocation period.

- Spending shall mean total audited expenditures of a library.
- Percentages shall be derived from totaling statistics of the member municipal libraries.
 - (1) Thirty percent (30%) divided equally among participating municipalities with libraries
 - (2) Fifty percent (50%) based on productivity, which consists of circulation and transits lost.
 - (3) Ten percent (10%) based on funds expended through the library budget on personnel/staffing, which includes salary and benefits.
 - (4) Ten percent (10%) will be based on funds expended through the library budget on collection, which includes books, AV materials, databases, and periodicals.

Distribution shall be based on submittal of annual operating costs with descriptive codes in accordance with the state chart of accounts. Funds received by the Cooperative shall be disbursed within a reasonable time (not to exceed 90 days) after receipt. The disbursement formula shall be reviewed by the Governing Board for modifications deemed appropriate following review of data collected indicating the number of users for each library and/or use of each library's collection. Any change to the allocation formula will require a modification or amendment to this Agreement and execution by each Participating Governing Body.

In the event of a member library's unplanned closure and/ or significantly reduced services for at least one week of operation, the member's productivity statistics may be adjusted as follows:

- For a period of one week up to three weeks, calculate a weekly average based upon numbers from the previous or succeeding week in the same month.
- For a period exceeding three weeks, substitute the numbers from the previous year for the corresponding month(s).

A member library's request to adjust productivity statistics must be approved by the Governing Board.

In addition to the financial contribution of the County, it shall provide, as additional in-kind support of the Cooperative, the following:

- Fiber optic connectivity, network hosting and administration, firewall and security management, server management, Help Desk services, support of standardized equipment and software configurations, email addresses and network access for library staff.
- IT will maintain two networks for library operations, one for library staff use and one for public access at libraries that elect to use the county fiber optic network. Network and computer maintenance and administration as well as end-user assistance will be provided on the library staff network. Computers on the public access network provided by the county will be maintained by IT; assistance to end users on the public access

network will not be provided by IT. In order to provide network support, member cities agree to allow access to maintained equipment on-site at the libraries.

- Other technical requirements of the Cooperative, to include licensing fees, software fees, purchase of hardware, equipment and peripherals, remain the responsibility of the Cooperative and/or member libraries. Only equipment purchases or leases that are coordinated through IT will be eligible for support.

18. LIBRARY USE: Non-resident user fees will be waived for active duty military members and their dependents who are residents of Walton or Santa Rosa counties.
19. TRAINING: Participating Libraries shall close their facilities on one weekday per year for Cooperative-wide staff training activities. The date for the training day will be determined each year by a consensus of the Library Directors' Council.
20. ADDITIONAL RESPONSIBILITIES OF PARTICIPATING GOVERNING BODIES: Participating Governing Bodies shall abide by all state and federal laws, and specifically those relating to the provision of library services; Participating Governing Bodies shall retain local autonomy and control of the operations and functions of its participating library, except where Participating Governing Bodies have ceded authority to the Cooperative Governing Board through this agreement.
21. SOVEREIGN IMMUNITY: The parties further agree that nothing contained herein is intended to nor shall be construed a waiver of County's, Crestview's, Destin's, Fort Walton Beach's, Mary Esther's, Niceville's, or Valparaiso's rights and immunities under Florida Constitution, common law or Section 768.28, Florida Statutes, as amended from time to time.
22. INSURANCE: The Cooperative and Participating Governing Bodies shall provide, pay for, and maintain in force at all times during this Agreement insurance to cover its respective buildings, contents and vehicles, workers' compensation, liability and any other insurance required by law.
23. MODIFICATION OF AGREEMENT: Modifications, amendments, or alteration of the terms or conditions contained herein shall be effective when submitted in a written document executed by the parties hereto, with the same formality, and of equal dignity herewith.
24. NOTICE: All notices, demands, or other writings required to be given or made or sent in this Agreement, or which may be given or made or sent, by any party to the other, shall be deemed to have fully given or made or sent when in writing and addressed to:

CITY OF CRESTVIEW

CITY MANAGER
City of Crestview
P. O. Box 1209
Crestview, FL. 32536

CITY OF DESTIN

CITY MANAGER
City of Destin
4200 Indian Bayou Trail
Destin, FL. 32541

CITY OF FORT WALTON BEACH

CITY MANAGER
City of Fort Walton Beach
107 Miracle Strip Parkway
Fort Walton Beach, FL. 32549

CITY OF MARY ESTHER

CITY MANAGER
City of Mary Esther
195 Christobal Road
Mary Esther, FL. 32569

CITY OF NICEVILLE

CITY MANAGER
City of Niceville
212 Partin Drive
Niceville, FL. 32578

OKALOOSA COUNTY

COUNTY ADMINISTRATOR
1250 N. Eglin Parkway
Suite 100
Shalimar, FL. 32579

CITY OF VALPARAISO

CITY CLERK
City of Valparaiso
465 Valparaiso Parkway
Valparaiso, FL. 32580

25. ENTIRE AGREEMENT: This Agreement embodies the entire agreement between the parties. It may not be modified or terminated except as provided herein. If any provision herein is invalid, it shall be considered deleted therefore, and shall not invalidate the remaining provision.

26. GOVERNING LAW: The parties intend that this Agreement and the relationship of the parties shall be governed by the laws of the State of Florida. Venue for any action arising out of this Agreement between the parties shall be exclusively in Okaloosa County, Florida and nowhere else.

27. PUBLIC RECORDS: All parties are subject to the public records law. If any of the parties have questions regarding the application of Chapter 119, Florida Statutes, regarding their duty to provide public records relating to this Agreement, contact the custodian of public records at Okaloosa County Risk Manager, 302 N. Wilson St., Crestview FL 32536; Phone: (850) 689-5977.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature.

CITY OF CRESTVIEW

ATTEST: _____

Title _____

(Title): _____

This ____ day of _____, 2023

CITY OF DESTIN

ATTEST: _____

Title _____

(Title): _____ This ____ day of _____, 2023

CITY OF FORT WALTON BEACH

ATTEST: _____

Title _____

(Title): _____

This ____ day of _____, 2023

CITY OF MARY ESTHER

ATTEST: _____

Title _____

(Title): _____

This ____ day of _____, 2023

CITY OF NICEVILLE

ATTEST: _____

Title _____

(Title): _____

This ____ day of _____, 2023

CITY OF VALPARAISO

ATTEST: _____

Title _____

(Title): _____

This ____ day of _____, 2023

COOPERATIVE GOVERNING BOARD

ATTEST: _____

(Title): Vicky Stever, Coordinator, OCPLC

Nathan D. Boyles, Chairman
Okaloosa County Public Library Cooperative
This ____ day of _____, 2023

OKALOOSA COUNTY

ATTEST: _____

J. D. Peacock, II

(Title): Clerk of Circuit Court

Robert A. "Trey" Goodwin III, Chairman
Board of County Commissioners
This ____ day of _____, 2023

Approved as to Form

Lynn M. Hoshihara, County Attorney

APPENDIX A

CONTRACT# C12-1959-LIB
OKALOOSA LIBRARY COOPERATIVE
FISCAL AGENT MOU
EXPIRES: INDEFINITE

Memorandum of Understanding (MOU)

between

The Okaloosa County Public Library Cooperative

and

The Board of County Commissioners of Okaloosa County, Florida

This is an agreement between The Okaloosa County Public Library Cooperative, hereinafter referred to as The Cooperative and the Board of County Commissioners of Okaloosa County, Florida, hereinafter referred to as The Board.

The purpose of this MOU is to identify The Board as the fiscal agent for The Cooperative and to grant them the authority to receive and disburse funds from Okaloosa County, from state and federal grant sources, from private donations and foundations and from any other sources.

The Governing Board shall follow the standard operating procedure for grant applications as defined by the County.

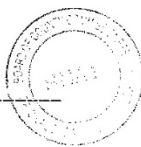
This MOU shall be effective upon the signatures of The Cooperatives and the Boards authorized officials. It shall be in force from date of signature unless suspended by agreement of both in subsequent MOU.



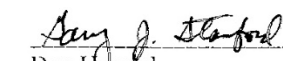
Bill Roberts, Chairman
Okaloosa County Public Library Cooperative



Don R. Amunds, Chairman
Board of County Commissioners



Attest:


Don Howard
Clerk of Courts

AGENDA ITEM

Agenda Item 11.8.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: October 2, 2023

SUBJECT: FY 2024 City Manager Work Plan

BACKGROUND:

Annually, the City Manager submits a draft work plan to the City Council for the next fiscal year. The work plan is considered as part of the performance evaluation for the city manager.

DISCUSSION:

A draft work plan for the period of October 1 – June September 30, 2024 is attached for City Council review and consideration. It contains items from the approved FY 2024 Action Plan and the recently approved performance evaluation.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Motion to approve the FY 2024 City Manager Work Plan.

ATTACHMENT(S):

AGENDA ITEM

Agenda Item 11.9.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: October 2, 2023

SUBJECT: City Manager Salary Adjustment following 2023 Annual Evaluation

BACKGROUND:

On September 6, the City Council approved the performance evaluation for the City Manager. In accordance with the contract, the Council annually conducts a review of base salary and/or benefits after completion of the evaluation.

DISCUSSION:

The original contract provided an annual base salary of \$110,000. The following adjustments were subsequently approved:

- FY 2022 - 5%, \$115,500
- FY 2023 - 4%, \$120,120

The City Manager is requesting a 5% increase for FY 2024.

FINANCIAL IMPACT:

The adopted FY 2024 Budget includes a 5% increase for the position.

RECOMMENDATION:

The item is presented for City Council discussion and consideration.

ATTACHMENT(S):

1. City Manager Contract

EMPLOYMENT AGREEMENT

This Agreement, made and entered into this 6th day of July, 2020, between the City of Mary Esther, Florida, a municipal corporation (hereinafter called CITY), and Jared B. Cobb (hereinafter called MANAGER), both of whom agree and understand as follows:

WITNESSETH:

WHEREAS, Section 4.01 of the Charter of the City of Mary Esther establishes the position of City Manager, who shall be fully engaged in work for the City and shall serve at the pleasure of the City Council of the City of Mary Esther (hereinafter called COUNCIL); and

WHEREAS, the COUNCIL desires to employ the services of Jared B. Cobb as City Manager of the City of Mary Esther as provided within the City Charter; and

WHEREAS, Jared B. Cobb desires to serve as City Manager of the City of Mary Esther, and

WHEREAS, it is the desire of the COUNCIL to provide certain benefits, to establish certain conditions of employment, to set working conditions, and to set the framework and context of the relationship which shall exist between the CITY and MANAGER; and

WHEREAS, the COUNCIL and MANAGER have mutually negotiated and agreed to the terms of this Agreement.

NOW, THEREFORE, in consideration of the promises, mutual covenants, conditions, provisions, and undertakings herein contained, and for other good and valuable considerations, the parties do mutually covenant and agree with each other as follows:

SECTION 1: DUTIES AND AUTHORITY

COUNCIL agrees to employ Jared B. Cobb as City Manager for the City of Mary Esther to perform the functions and duties specified in the Charter of the City of Mary Esther and to perform other legally permissible and proper duties and functions as COUNCIL may assign from time to time.

SECTION 2: TERMS AND EFFECTIVE DATE

- A. COUNCIL and MANAGER agree to the employment of MANAGER shall begin August 1, 2020, or on an earlier date if agreed upon by both parties in writing.
- B. MANAGER's employment shall continue uninterrupted in accordance with the provisions of this Agreement, unless he is terminated or he resigns pursuant to Sections 9 and 11 respectively herein.
- C. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of COUNCIL to terminate the services of MANAGER at any time, subject only to the provisions set forth in Sections 9 and 10 of this Agreement.

- D. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the MANAGER to voluntarily resign at any time from his position with the CITY in accordance with the provisions set forth in Section 11 of this Agreement.
- E. This Agreement shall take effect upon signature by MANAGER and approval by COUNCIL and signature by the Mayor.

SECTION 3: COMPENSATION

- A. COUNCIL agrees to pay MANAGER an annual base salary of one-hundred ten thousand dollars (\$110,000.00) per annum, payable in bi-weekly installments in accordance with City payroll procedures.
- B. In addition, COUNCIL will review the base salary and/or benefits of MANAGER each fiscal year, and at the COUNCIL's sole discretion may increase the base salary and/or benefits if desired. Nothing contained herein shall require future councils to provide an increase in base salary or benefits in any given year

SECTION 4: BENEFITS

- A. COUNCIL shall provide MANAGER, upon the same terms and conditions as other full-time employees the same medical, dental, vision, disability, and life Insurance. MANAGER, at his option, may opt out of the CITY-provided health care program. COUNCIL shall pay the full Medical, Dental, Vision, Disability, and Life Insurance coverage premium for MANAGER and allow for dependent coverage consistent with the City's Personnel Policies.
- B. MANAGER shall be entitled to one hundred twenty (120) hours of annual/vacation leave time upon execution of this Agreement and MANAGER shall accrue additional leave consistent with other full time employees.
- C. MANAGER shall be entitled to the same paid holidays as other full-time employees.
- D. MANAGER shall be entitled to accrue personal leave time the same as other full-time employees in accordance with the CITY's Personnel Policies.
- E. MANAGER shall be entitled to accrue sick leave the same as other full-time employees in accordance with the CITY's Personnel Policies. Sick leave may apply to regular and necessary appointments with health care providers for him.

SECTION 5: RETIREMENT

- A. COUNCIL shall provide for participation of the MANAGER in the City of Mary Esther's retirement plan as other full-time employees of the CITY.
- B. COUNCIL agrees to match MANAGER's contributions to the CITY's plans (401a and 457) in the same way and manner as other full-time employees consistent with applicable city policies and the rules of each retirement plan. MANAGER's right to vesting and transfer of any retirement proceeds will be subject to such retirement plan's vesting and transfer rules.

SECTION 6: PROFESSIONAL DEVELOPMENT

- A. MANAGER shall be reimbursed for, or CITY may pay directly, the expenses associated with MANAGER's membership and participation in the International City/County Management

Association, the Florida City and County Management Association, and any such other associations or organizations MANAGER determines to be necessary and desirable for MANAGER's continued professional participation, growth, development, and advancement and for the good of CITY, including all membership dues and costs of attending the annual conferences and other professional development events thereof as budgeted each year.

- B. MANAGER shall be reimbursed for, or CITY may pay directly, the expenses associated with MANAGER's participation in the Florida League of Cities, including the costs of attending the annual conference and other events thereof.
- C. MANAGER shall be reimbursed for, or CITY may pay directly, the expenses associated with MANAGER's attendance at other professional development and training events that MANAGER determines to be necessary and desirable for MANAGER's continued professional participation, growth, development, and advancement and for the good of CITY.

SECTION 7: HOURS OF WORK

As much as practical, MANAGER shall observe regular business hours in City Hall. However, COUNCIL recognizes that MANAGER must devote time outside the regular office hours on business for the CITY. Accordingly, MANAGER shall determine his own office hours and exercise flexibility in determining time away from City Hall. COUNCIL and MANAGER further recognize that time away from City Hall does not preclude conduct of CITY business or MANAGER'S availability through telecommuting or telecommunications.

SECTION 8: OUTSIDE EMPLOYMENT

The employment provided for by this Agreement shall be the MANAGER'S sole employment.

SECTION 9: TERMINATION

For the purpose of this Agreement, termination shall occur when:

- A. A majority of the governing body votes to terminate the MANAGER at a duly authorized public meeting "without cause," upon which the MANAGER shall be entitled to severance as provided in Section 10 of this Agreement.
- B. If the COUNCIL, citizens, or legislature acts to amend any provisions of the Charter of the City of Mary Esther, its Code of Ordinances, or enabling legislation pertaining to the role, powers, duties, authority, or responsibilities of the MANAGER'S position or that substantially changes the form of government, the MANAGER shall have the right to declare that such amendments constitute termination and MANAGER shall be entitled to severance as provided in Section 10 of this Agreement.
- C. Any reduction in the base salary, compensation, or any other financial benefits of the MANAGER, unless it is applied in no greater percentage than to all employees, shall constitute a breach of this Agreement and will be regarded as a termination and MANAGER shall be entitled to severance as provided in Section 10 of this Agreement.

- D. A majority of the COUNCIL may vote to terminate the MANAGER at a duly authorized public meeting "for cause," which is defined as a breach of this Agreement or misconduct as defined in Section 443.036(29), Florida Statutes.

SECTION 10: SEVERANCE

- A. Severance shall be paid to the MANAGER when employment is terminated as defined in Section 9.A-C of this Agreement.
- B. In the event employment of MANAGER is terminated as defined in Section 9.A-C of this Agreement, COUNCIL agrees:
 - 1. If the MANAGER is terminated "without cause", the COUNCIL shall provide a severance payment equal to eight (8) weeks base salary at the current salary rate at the time of termination. For each full year of service by MANAGER, the severance payable herein shall increase by two (2) weeks for a maximum of twenty (20) weeks of severance. Any severance shall be paid in a lump sum unless otherwise agreed to by the COUNCIL and MANAGER within thirty (30) days of termination.
 - 2. To pay MANAGER, no later than thirty (30) days after termination "without cause" a lump sum cash payment for all accrued, but unused annual leave, personal leave, and sick leave, calculated at the rate of pay in effect at the time of termination consistent with the City's Personnel Policies.
- C. In the event the MANAGER is terminated by COUNCIL "for cause" as set forth in Section 9.D above, the CITY shall have no obligation to pay and the MANAGER agrees no severance stated in this Agreement will be due or owing by the CITY.

SECTION 11: RESIGNATION

In the event the MANAGER voluntarily resigns his position with the CITY, the MANAGER shall provide a minimum of forty-five (45) days' advance notice unless COUNCIL approves a shorter notice. In the event of voluntary resignation, the CITY agrees to pay MANAGER all accrued benefits and agrees to allow continuation of any and all insurance coverage(s) in accordance with federal, state and/or local regulations. No severance as noted in Section 10 shall be paid upon the resignation by the MANAGER.

SECTION 12: BONDING

CITY shall bear the full cost of any fidelity or other bonds required of the MANAGER under any law or ordinance.

SECTION 13: OTHER TERMS AND CONDITIONS OF EMPLOYMENT

- A. At the time of negotiating this Agreement, the City is conducting a background check of Manager. Notwithstanding any other language or terms in this Agreement to the contrary, upon receipt and review of the background check by the COUNCIL if the background check is unsatisfactory to the Council, upon a majority vote the COUNCIL may cancel this Agreement without penalty. Mr. Cobb expressly agrees he shall receive and be entitled to nothing from the CITY.

- B. COUNCIL has agreed to waive the residency requirement, 4.02 City of Mary Esther, Florida Charter, for the MANAGER at this time. This does not prevent COUNCIL in the future from reinstating such residency requirement if it deems prudent. If MANAGER is unable or unwilling to comply with the residency requirement at such time, the parties agree it will be deemed as a resignation by the Manager and handled according to Section 11 above.
- C. COUNCIL agrees to pay a one-time relocation expense up to, but not exceeding, \$10,000.00. MANAGER shall be required to provide written invoices or receipts to the CITY for reimbursement.
- D. This Agreement sets forth and establishes the entire understanding between COUNCIL and MANAGER relating to the employment of MANAGER as city manager for the City of Mary Esther, Florida. Any prior discussions or representation by or between the parties are merged into and rendered null and void by this Agreement. The parties by mutual written agreement may amend any provision of this Agreement during the life of this Agreement. Such amendments shall be incorporated and made a part of this Agreement. Further, this Agreement has been negotiated and drafted by both COUNCIL and MANAGER and shall not be more strictly construed against either party.
- E. If any provision, or any portion thereof, contained in this Agreement is held to be unconstitutional, invalid or unenforceable, the remainder of the Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.
- F. This Agreement may be executed in counterparts each of which shall be deemed the original and all of which together constitute but one and the same instrument.

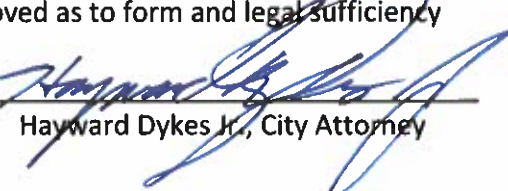
IN WITNESS WHEREOF, the City of Mary Esther has caused this Agreement to be signed and executed on its behalf by its Mayor and duly attested to by the City Clerk and Jared B. Cobb has signed and executed this Agreement.

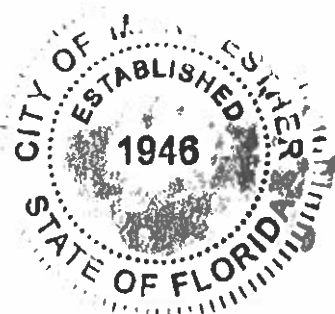

Jared B. Cobb

Attest:

Dana Williams, City Clerk

City of Mary Esther
By: 
Margaret McLemore, Mayor

Approved as to form and legal sufficiency
By: 
Hayward Dykes Jr., City Attorney



AGENDA ITEM

Agenda Item 11.10.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: October 2, 2023

SUBJECT: Renewal of Engineering Contracts

BACKGROUND:

In 2021, the City Council approved agreements with multiple consulting firms to provide planning, engineering, and architectural services. The original agreements include a provision stating that firms must charge the City the same rates as offered to other governmental entities in the state of Florida. These contracts allow up to four additional one-year renewals. All five contracts are up for their second renewal (year 3 of 5).

DISCUSSION:

Barge Design Solutions, Kimley-Horn, and Florda Architects have confirmed renewal with the same rate schedule. CPH and Bowman (formerly Fabre Engineering) confirmed renewal and requested approval of the attached rate schedules.

The City Council may elect not to approve the proposed rate schedules for CPH and Bowman, which would effectively terminate the professional services contracts.

FINANCIAL IMPACT:

All projects require a task order which defines the scope of work and associated cost. In accordance with our procurement policy, projects that exceed \$25,000 require prior approval by the City Council.

RECOMMENDATION:

Motion to approve the attached rate schedules for CPH and Bowman.

ATTACHMENT(S):

1. CPH Rate Schedule
2. Bowman Rate Schedule

HOURLY BILLING RATES

Effective: September 1, 2023

Category	Rate
Principal I	\$360
Discipline Manager II	\$335
Discipline Manager I	\$290
Project Manager V	\$310
Project Manager IV	\$285
Project Manager III	\$260
Project Manager II	\$210
Project Manager I	\$185
Manager II	\$210
Manager I	\$185
Engineer V	\$285
Engineer IV	\$260
Engineer III	\$235
Engineer II	\$210
Engineer I	\$185
Architect V	\$285
Architect IV	\$260
Architect III	\$235
Architect II	\$210
Architect I	\$185
Interior Designer	\$145
Landscape Architect III	\$210
Landscape Architect II	\$185
Landscape Architect I	\$160
Designer V	\$200
Designer IV	\$185
Designer III	\$165
Designer II	\$145
Designer I	\$130
Scientist III	\$210
Scientist II	\$160
Scientist I	\$135

Category	Rate
Coordinator III	\$190
Coordinator II	\$165
Coordinator I	\$145
Planner III	\$205
Planner II	\$180
Planner I	\$150
GIS Manager	\$210
GIS Analyst III	\$160
GIS Analyst II	\$135
GIS Analyst I	\$110
Technician III	\$160
Technician II	\$135
Technician I	\$110
Analyst III	\$160
Analyst II	\$145
Analyst I	\$130
CADD III	\$160
CADD II	\$130
CADD I	\$110
Administrative V	\$170
Administrative IV	\$130
Administrative III	\$110
Administrative II	\$100
Administrative I	\$90
Project Administrator II	\$170
Project Administrator I	\$130
Intern II	\$95
Intern I	\$80
Graphic Designer III	\$185
Graphic Designer II	\$170
Graphic Designer I	\$160

Category	Rate
Construction Manager II	\$210
Construction Manager I	\$190
Construction Rep III	\$190
Construction Rep II	\$170
Construction Rep I	\$145
Surveyor III	\$210
Surveyor II	\$160
Surveyor I	\$135
Crew Chief	\$130
Instrument Operator	\$110
Survey Crew - 3 Man	\$360
Survey Crew - 2 Man	\$335
Survey Crew - 1 Man	\$260
GPS Crew II	\$260
GPS Crew I	\$185





**RATE SCHEDULE FOR THE CITY OF MARY ESTHER
2023**

Position	Current Rates	Renewed Rates
Project Manager	\$131.00	\$160.00
Sr. Professional Engineer	\$125.00	\$145.00
Design Engineer	\$80.00	\$120.00
Inspector	\$75.00	\$80.00
Design/CADD Technician	\$75.00	\$80.00
Clerical Support	\$50.00	\$60.00
Survey Technician	\$75.00	\$145.00
P.S.M.	\$100.00	\$180.00
Survey Crew	\$125.00	\$235.00
Mileage	0.55	0.58
Copies	0.15 each	0.15 each
Plots	1.75 each	1.75

AGENDA ITEM

Agenda Item 11.11.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: October 2, 2023

SUBJECT: Renewal of Emergency Management Contracts

BACKGROUND:

The City Council approved agreements in 2021 with DSI for disaster recovery management, Tetra Tech for debris monitoring, and DRC for debris removal services. The original agreements included a provision stating that firms must charge the City the same rates as offered to other governmental entities in the state of Florida. These contracts allow up to four additional one-year renewals. All three contracts are up for their second renewal (year 3 of 5).

DISCUSSION:

DSI, Tetra Tech, and DRC have confirmed renewal with the same rate schedule.

FINANCIAL IMPACT:

No change. All three (3) contractors have agreed to continue with their current rate schedule.

RECOMMENDATION:

No action is required, as all contractors have agreed to a rate hold. Staff will notify contractors of our intent to renew for one (1) additional year.

ATTACHMENT(S):

AGENDA ITEM

Agenda Item 11.12.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: October 2, 2023

SUBJECT: Holiday Closing Schedule

BACKGROUND:

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

DISCUSSION:

We are once again requesting closure of city facilities during the holiday season. This year we propose closing at noon on Thursday, December 21, and reopening on Tuesday, January 2. This would require staff to use three (3) days of vacation or personal leave. Employees are permitted to work during this period, however, offices will remain closed to the public. The closure does not apply to essential services, including water and sewer operations.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Motion to authorize the closing of City facilities during the holiday period beginning December 21, 2023 at noon and reopening January 2, 2024.

ATTACHMENT(S):