



**MINUTES
REGULAR MEETING
of THE MARY ESTHER CITY COUNCIL
September 4, 2024 - 6:00 PM**

195 Christobal Road – North, Mary Esther, FL 32569

CITY COUNCIL PRESENT

Chris Stein, Mayor
Susan Coxwell, Councilmember
Richard Lawson, Councilmember
K.C. Woods, Councilmember

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

CITY STAFF PRESENT

Jared Cobb, City Manager
Hayward Dykes, City Attorney
Heather Day, Finance Director

Dillon Morris, City Clerk
Kelvin Cherry, Code Compliance Officer
Shawn Lindsey, Public Works Director

OTHERS PRESENT

Chad Rewis, OSCO Captain

Jeff Wagner, OCWFD Chief

1. INVOCATION

Jeff Wagner, Ocean City-Wright Fire Control District, gave the invocation.

2. CALL TO ORDER

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

3. PLEDGE OF ALLEGIANCE

Mayor Stein led the pledge of allegiance.

4. ROLL CALL

The City Clerk called the roll as reflected above.

5. APPROVAL OF THE AGENDA

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

RESULT:	(5-0)
MOVER:	Councilmember Larry Carter
SECOND:	Councilmember K.C. Woods
AYES:	K.C. Woods, Larry Carter, Bernie Oder, April Sutton, Richard Lawson
NAYS:	None

6. FY 2025 BUDGET HEARING

6.1. FY 2025 Tentative Budget Hearing

Mayor Stein opened the public hearing at 6:04 p.m. City Manager Cobb led the discussion regarding the tentative budget for the 2025 financial year. Mayor Stein opened public comment at 6:09 p.m. No one spoke, so the mayor closed public comment at 6:10 p.m. Mayor Stein asked the clerk to read the title of the ordinance 2024-04. After, the mayor read the following into public record:

The name of the taxing authority is the city of Mary Esther. The rollback rate is 4.7665 mils. The percentage increase by which the millage rate exceeds the rollback rate is 5.45%. The millage rate to be levied for the fiscal year 2025 is 5.0261 mils.

Mayor Stein asked for a motion to approve the first reading of Ordinance 2024-04, adopting an ad valorem tax millage rate for the 2024-2025 taxable year. Mayor Pro Tem Sutton initiated the motion, seconded by Councilmember Lawson. The motion passed 5-0.

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

Mayor Stein announced the second public hearing for 6 p.m. on Tuesday, September 24th, at city hall and closed it at 6:12 p.m.

7. SPECIAL PRESENTATIONS

7.1. Reading of the 2024 Special Election Results

City Clerk Morris read the results of the 2024 special election for the City of Mary Esther. The whole number of votes cast was 1,067, of which Susan M. Coxwell received 314, Richard D. Lawson received 335, Julia Thomas received 179, and K.C. Woods received 239 votes.

7.2. Honoring of Outgoing Councilmember(s)

The mayor and council thanked Councilmember Woods for his service on the Council and gave him a gift basket.

7.3. Installation of the Newly Elected Officials

City Clerk Morris swore in Councilmember Coxwell and Councilmember Lawson.

7.4. Northwest Florida Military Officers Association Day Proclamation

Mayor Stein read the proclamation for Northwest Florida Military Officers Association Day. Mayor Stein asked for a motion to authorize the mayor to sign the proclamation, declaring September 5th, 2024, as "Northwest Florida Military Officers Association Day" in Mary Esther. Councilmember Oder initiated the motion, seconded by Mayor Pro Tem Sutton. The motion passed 5-0.

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

7.5. Constitution Week Proclamation

Mayor Stein read the proclamation for Constitution Week. Mayor Stein asked for a motion to authorize the mayor to sign the proclamation, declaring September 17th through 23rd as "Constitution Week" in Mary Esther. Councilmember Coxwell initiated the motion, seconded by Councilmember Carter. The motion passed 5-0.

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

7.6. Yard of the Month September 2024

The Yard of the Month submission was displayed for September 2024. There was one submission, 163 Scottsdale Dr. Mayor Stein asked for a motion to appoint 163 Scottsdale Dr. as yard of the month for September 2024. Mayor Pro Tem Sutton initiated the motion, seconded by Councilmember Lawson. The motion passed 5-0.

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

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 Oder initiated the motion, seconded by Councilmember Coxwell. The motion passed 5-0.

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

8.1. Financial Report

8.2. Public Works Report

8.3. Library Report

8.4. Fire Department Report

8.5. Community Development Report

8.6. Jacobs Report

8.7. Law Enforcement Report

8.8. Minutes of the August 5, 2024, Regular Council Meeting

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

None.

10. PUBLIC COMMENT (NON-AGENDA ITEMS)

Jeff Wagner, Fire Chief of Ocean City-Wright Fire Control District, thanked the mayor and council for the recognition given to the Ocean City-Wright Fire Control District.

11. UNFINISHED BUSINESS

12. NEW BUSINESS

12.1. City Manager Evaluation

Dr. Walt Hanline led the discussion of City Manager Cobb's evaluation, highlighting the main points. Mayor Stein asked for a motion to approve the city manager evaluation as presented. Mayor Pro Tem Sutton initiated the motion, seconded by Councilmember Carter. The motion passed 5-0.

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

12.2. City Hall Design Approval

Joseph Sorci, Florida Architects, led the discussion about the city hall design. The mayor and council discussed the design. Mayor Stein asked for a motion to approve the design and proceed with the bid process. Mayor Pro Tem Sutton initiated the motion, seconded by Councilmember Coxwell. The motion passed 5-0.

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

12.3. Emerald Coast Regional Council Intergovernmental Agreement

Code Compliance Officer Cherry led the discussion about the ECRC contract. Mayor Stein asked if there was any discussion. Hearing none, Mayor Stein asked for a motion to approve the attached agreement with the Emerald Coast Regional Council. Mayor Pro Tem Sutton initiated the motion, seconded by Councilmember Lawson. The motion passed 5-0.

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

12.4. Ordinance No. 2024-02 and No. 2024-03, Consider a Small-Scale Future Land Use Map Amendment from Commercial (Com) and Low-Density Residential (LDR) to Public Lands (PL) and a Rezone from C-2 General Commercial and R-1 Single Family Residential to Public Lands (PL) for approximately 0.74 acres. (Okaloosa County BCC, Applicant) (Tyler Reed, Community Development Director)

Code Compliance Officer Cherry led the discussion about Ordinances 2024-02 and 2024-03, citing the previous board's approval and the city's seeking approval from the council. City Clerk Morris read the title of Ordinance 2024-02. Mayor Stein asked for a motion to approve the first

reading of Ordinance 2024-02 enacting a small-scale future land use map amendment from commercial (com) and low-density residential (LDR) to public lands (PL) for approximately zero point seventy-four (0.74) acres, approximately located on the south side of US Highway 98 and east of Christobal Road. Mayor Pro Tem Sutton initiated the motion, seconded by Councilmember Coxwell. The motion passed 5-0.

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

City Clerk Morris read the title of Ordinance 2024-03. Mayor Stein asked for a motion to approve the first reading of Ordinance 2024-03, enacting a rezone from C-2 (General Commercial) and R-1 (Single-Family Residential) to a Public Lands (PL) zoning district for approximately zero point seventy-four (0.74) acres, located on the south side of US Highway 98 and east of Christobal Road. Mayor Pro Tem Sutton initiated the motion, seconded by Councilmember Carter. The motion passed 5-0.

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

12.5. **Jacobs Contract Extension**

Public Works Director Shawn Lindsey discussed Jacobs's six-month contract extension. Mayor Stein asked for a motion to approve Amendment No. 5 to the agreement for operations, maintenance, and management services for the City of Mary Esther, Florida, with Jacobs/OMI. Councilmember Carter initiated the motion, seconded by Councilmember Oder. The motion passed 5-0.

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

12.6. **Rays Pond Rehabilitation Project Grant Extension**

Public Works Director Lindsey led the discussion on the Rays Pond rehabilitation project. Mayor Stein asked for a motion to approve Amendment No. 1 to Agreement No. LPA0573 with the Florida Department of Environmental Protection. Councilmember Oder initiated the motion, seconded by Mayor Pro Tem Sutton. The motion passed 5-0.

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

12.7. Azalea Neighborhood Infrastructure Improvements Grant Extension

Public Works Director Lindsey led the Azalea Neighborhood infrastructure grant extension discussion. Mayor Stein asked for a motion to approve Amendment No. 1 to Agreement No. LPA0326 with the Florida Department of Environmental Protection. Councilmember Coxwell initiated the motion, seconded by Mayor Pro Tem Sutton. The motion passed 5-0.

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

12.8. CWR Contracting Highway 98 Water Line Break Invoice

Public Works Director Lindsey led the discussion about the CWR Contracting Highway 98 Water Line Break Invoice. Mayor Stein asked for a motion to approve payment to CWR Contracting for an amount not to exceed \$44,561.04. Mayor Pro Tem Sutton initiated the motion, seconded by Councilmember Lawson. The motion passed 5-0.

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

12.9. Street Sweeper Replacement

Public Works Director Lindsey led the discussion of replacing the street sweeper. The mayor and council discussed and asked questions about the new and old sweepers. Mayor Stein asked for a motion to purchase a street sweeper from Tymco for an amount not to exceed \$228,145, contingent on approval of funds within the FY 2025 Budget with delivery after October 1, 2024. Councilmember Lawson initiated the motion, seconded by Councilmember Oder. The motion passed 5-0.

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

Mayor Stein also asked for a motion to declare the 2008 Elgin Pelican Sweeper surplus to be sold by public auction. Councilmember Coxwell initiated the motion, seconded by Mayor Pro Tem Sutton. The motion passed 5-0.

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

13. COUNCILS' STANDING COMMITTEE STATUS REPORTS

Mayor Pro Tem Sutton remarked she enjoyed the Florida League of Cities conference.

Councilmember Coxwell had no additional comments.

Councilmember Lawson had no additional comments.

Mayor Stein discussed the Veterans Day parade, yard of the month, and a roundtable meeting for Highway 98.

Councilmember Carter asked about the city float for the Veterans Day parade and whether it would be covered. After some discussion, the item was added to the agenda for the special meeting on September 24th. He also welcomed Councilmember Coxwell back.

Councilmember Oder discussed that any positions Councilmember Woods held will need to be reassigned. He thanked Fire Chief Wager for his support and discussed his upcoming calendar.

14. OTHER COMMENTS

City Attorney Comella had no additional comments.

City Clerk Morris had no additional comments.

City Manager Cobb remarked that he will be out of town for the special meeting and will participate virtually.

15. ADJOURN

The council meeting adjourned at 7:19 p.m.

Minutes approved at 10/7/2024 meeting.



Dillon Morris, City Clerk

