



**MINUTES
REGULAR MEETING
of THE MARY ESTHER CITY COUNCIL**

October 6, 2025 - 6:00 PM
195 Christobal Road – North, Mary Esther, FL 32569

CITY COUNCIL PRESENT

Chris Stein, Mayor
April Sutton, Councilmember
Susan Coxwell, Councilmember

Bernie Oder, Mayor Pro Tem
Larry Carter, Councilmember
Richard Lawson, Councilmember

CITY STAFF PRESENT

Jared Cobb, City Manager
Hayward Dykes, City Attorney
Dillon Morris, City Clerk

Kelvin Cherry, Code Compliance Officer
Heather Day, Finance Director
Shawn Lindsey, Public Works Director
Tyler Reed, Community Development Director

OTHERS PRESENT

Chad Rewis, OSCO Captain

Jeff Wagner, OCWFD Chief

1. INVOCATION

Jeff Wagner, Fire Chief, 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 Coxwell initiated the motion, seconded by Councilmember Carter. The motion passed unanimously.

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

6. SPECIAL PRESENTATIONS

None.

7. 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 Sutton initiated the motion, seconded by Councilmember Lawson. The motion passed unanimously.

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

SECOND:	Councilmember Richard Lawson
AYES:	Larry Carter, Bernie Oder, April Sutton, Richard Lawson, Susan Coxwell
NAYS:	None

- 7.1. **Financial Report**
- 7.2. **Public Works Report**
- 7.3. **Library Report**
- 7.4. **Fire Department Report**
- 7.5. **Community Development Report**
- 7.6. **Jacobs Report**
- 7.7. **Law Enforcement Report**
- 7.8. **Minutes of the August 27th, 2025, City Council Workshop**
- 7.9. **Minutes of the September 3rd, 2025, Regular City Council Meeting**
- 7.10. **Minutes of the September 23rd, 2025, Special City Council Meeting**

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

- 8.1. **Eric Bowman - 41 Ridgelake Dr.**
Eric Bowman, 41 Ridgelake Dr., discussed the capabilities of Flock cameras and their applications. There was some discussion on this topic.

9. PUBLIC COMMENT (NON-AGENDA ITEMS)

None.

10. UNFINISHED BUSINESS

10.1. Second Reading of Ordinance 2025-06: Platting Procedures

Community Development Director Tyler Reed discussed Ordinance 2025-06, which establishes platting procedures. Mayor Stein asked if there was any discussion. Hearing none, he asked City Clerk Morris to read the title of the Ordinance, to which he did.

AN ORDINANCE OF THE CITY OF MARY ESTHER, FLORIDA ESTABLISHING ADMINISTRATIVE PLATTING PROCEDURES AS MANDATED BY STATE LAW; AMENDING LAND DEVELOPMENT CODE 2.13.00 - PLATTING (SUBDIVISION); CREATING SECTION 2.13.00 ESTABLISHING PROCESSING PROCEDURES AND TIMEFRAMES FOR ADMINISTRATIVE APPROVAL OF PLATS AND REPLATS; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Stein asked for a motion to approve the second reading of Ordinance 2025-06. Councilmember Sutton initiated the motion, seconded by Councilmember Coxwell. The motion passed unanimously.

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

11. NEW BUSINESS

11.1. Making Strides Against Breast Cancer of the Emerald Coast Proclamation

Mayor Stein read the proclamation declaring October 2025 as "Making Strides Against Breast Cancer Month" in Mary Esther. After reading, Mayor Stein asked for a motion to authorize the Mayor to sign the Proclamation, declaring October 2025 as "Making Strides Against Breast Cancer Month" in Mary Esther. Councilmember Sutton initiated the motion, seconded by Councilmember Lawson. The motion passed unanimously.

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

Jean Grieve, Event Chair, thanked the council for issuing the proclamation and the upcoming Making Strides Against Breast Cancer walk.

11.2. City Week Proclamation

Mayor Stein read the proclamation declaring October 20th, 2025, through October 26th, 2025, as "Florida City Week" in Mary Esther. After reading, Mayor Stein asked for a motion to authorize the mayor to sign the proclamation, declaring October 20th, 2025, through October 26th, 2025, as "Florida City Week" in Mary Esther. Mayor Pro Tem Oder initiated the motion, seconded by Councilmember Sutton. The motion passed unanimously.

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

11.3. Animal Control Contract Update

City Manager Cobb provided an update on the animal control contract and the discussions with PAWS. There was some discussion.

11.4. Mary Esther Boulevard Landscaping Project Update

Public Works Director Shawn Lindsey provided an update on the Mary Esther Boulevard landscaping project. There was some discussion.

11.5. Azalea Park Project Update

Public Works Director Shawn Lindsey provided an update on the current timeline of the Azalea Park Project.

11.6. Resolution 25-14: FY 2026 Library Interlocal Agreement

City Manager Cobb discussed the financial year 2026 Library Interlocal Agreement. City Clerk Morris stated that there was a correction that the annual allocation was \$65,282. There was some discussion. Mayor Stein asked City Clerk Morris to read the title of the resolution, to which he did.

A RESOLUTION OF THE CITY OF MARY ESTHER, FLORIDA, AUTHORIZING THE CITY TO ENTER AN INTERLOCAL AGREEMENT WITH THE OKALOOSA COUNTY PUBLIC LIBRARY COOPERATIVE FOR FY 2026.

Mayor Stein asked for a motion to adopt Resolution 25-14 approving the FY 2026 OCPLC Interlocal Agreement. Mayor Pro Tem Oder initiated the motion, seconded by Councilmember Lawson. The motion passed unanimously.

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

11.7. Resolution 25-15: State Route Maintenance Contract with Webber Infrastructure Management

Public Works Director Shawn Lindsey discussed the state route maintenance contract with Webber Infrastructure Management. There was some discussion. Mayor Stein asked City Clerk Morris to read the title of the resolution, to which he did.

A RESOLUTION OF THE CITY OF MARY ESTHER, FLORIDA, AUTHORIZING THE CITY TO ENTER AN AGREEMENT WITH WEBBER INFRASTRUCTURE MANAGEMENT, INC. FOR STATE ROUTE MAINTENANCE.

Mayor Stein asked for a motion to adopt Resolution 25-15 approving the Master Service Agreement with Webber Infrastructure Management, Inc. Councilmember Coxwell initiated the motion, seconded by Councilmember Carter. The motion passed unanimously.

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

11.8. Resolution 25-16: SRF Loan Agreement DW 460211, Amendment 4

Finance Director Heather Day discussed the SRF Loan Agreement DW 460211, Amendment 4. Mayor Stein asked if there was any discussion. Upon hearing none, he asked City Clerk Morris to read the title of the Ordinance, to which he did.

A RESOLUTION OF THE CITY OF MARY ESTHER, FLORIDA, AUTHORIZING THE CITY TO ENTER INTO A CONTRACT WITH THE STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR AMENDMENT 4 TO THE LOAN AGREEMENT DW460211.

Mayor Stein asked for a motion to adopt Resolution 25-16 approving Amendment 4 to SRF Loan Agreement DW460211. Councilmember Sutton initiated the motion, seconded by Councilmember Coxwell. The motion passed unanimously.

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

AYES:	Larry Carter, Bernie Oder, April Sutton, Richard Lawson, Susan Coxwell
NAYS:	None

11.9. Resolution 25-17: Approval of Florida DEP Standard Grant Agreement No. L0259 - Mary Esther - Okaloosa County Wastewater Connection

City Manager Jared Cobb briefly discussed the Florida DEP Standard Grant Agreement No. L0259 for the Mary Esther - Okaloosa County Wastewater Connection. There was some discussion. Mayor Stein asked City Clerk Morris to read the title of the resolution, which he did.

A RESOLUTION OF THE CITY OF MARY ESTHER, FLORIDA, AUTHORIZING THE CITY TO ENTER A GRANT AGREEMENT WITH THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR THE MARY ESTHER - OKALOOSA COUNTY WASTEWATER CONNECTION PROJECT, AGREEMENT NO. L0259 IN THE AMOUNT OF \$1,000,000.

Mayor Stein asked for a motion to adopt Resolution 25-17, approving Florida DEP Standard Grant Agreement No. L0259 for the Mary Esther - Okaloosa County Wastewater Connection project, accepting \$1,000,000 in state grant funding, authorize the Mayor to execute the agreement, and authorize the City Manager or designee to submit all required reports and related documents. Councilmember Lawson initiated the motion, seconded by Councilmember Coxwell. The motion passed unanimously.

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

11.10. Resolution 25-18: FY 2026 Law Enforcement Services Agreement

City Manager Jared Cobb provided the background on the FY 2026 Law Enforcement Services Agreement. There was some discussion. Mayor Stein asked City Clerk Morris to read the title of the resolution, which he did.

A RESOLUTION OF THE CITY OF MARY ESTHER, FLORIDA, AUTHORIZING THE CITY TO ENTER INTO A CONTRACT WITH THE OKALOOSA COUNTY SHERIFF'S OFFICE FOR LAW ENFORCEMENT SERVICES IN THE AMOUNT OF \$321,061.

Mayor Stein asked for a motion to adopt Resolution 25-18, approving the FY 2026 Law Enforcement Service Agreement with the Okaloosa County Sheriff's Office for an amount not to exceed \$321,061. Councilmember Coxwell initiated the motion, seconded by Councilmember Carter. The motion passed unanimously.

RESULT:	PASSED (5-0)
MOVER:	Councilmember Susan Coxwell
SECOND:	Councilmember Larry Carter
AYES:	Larry Carter, Bernie Oder, April Sutton, Richard Lawson, Susan Coxwell

NAYS:	None
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11.11. Consideration of Scope for Law Enforcement Study

City Manager Jared Cobb discussed the scope of the law enforcement study, seeking council feedback on the report. There was some discussion. Mayor Stein asked for a motion to approve the scope of the law enforcement study with the provided feedback. Councilmember Carter initiated the motion, seconded by Councilmember Sutton. The motion passed unanimously.

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

11.12. Consideration of Audio-Visual Proposal from Sweetwater Integration

City Manager Jared Cobb discussed the consideration of the audio-visual proposal from Sweetwater Integration. Mayor Stein asked if there was any discussion. Upon hearing none, he asked for a motion to approve the Sweetwater Integration proposal for the City Hall Council Chambers audiovisual system, as detailed in Exhibit A, with an additional \$3,000 contingency for equipment replacement if needed. Councilmember Lawson initiated the motion, seconded by Councilmember Sutton. The motion passed unanimously.

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

11.13. Request for State Appropriation: Highway 98 Water Main Replacement and Upgrade

Public Works Director Shawn Lindsey discussed the request for state appropriation for the Highway 98 water main replacement and upgrade. There was some discussion. Mayor Stein asked for a motion to select the Highway 98 Water Main Replacement and Upgrade as the City's FY 2026 Local Funding Initiative project. Councilmember Coxwell initiated the motion, seconded by Mayor Pro Tem Oder. The motion passed unanimously.

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

11.14. Consideration of FY 2026 City Manager Salary Adjustment

City Manager Cobb discussed the FY 2026 city manager salary adjustment and the proposed change to his contract. There was some discussion. Mayor Stein asked for a motion to grant the city manager a 5% salary increase and the city attorney to negotiate the contract. Councilmember Lawson initiated the motion, seconded by Councilmember Sutton. The motion

passed unanimously.

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

11.15. Adoption of 2026 Regular Council Meeting Calendar

City Clerk Dillon Morris discussed the proposed 2026 regular council meeting calendar. There was some discussion. Mayor Stein asked for a motion to approve the 2026 Regular City Council Meeting dates as proposed. Councilmember Sutton initiated the motion, seconded by Councilmember Coxwell. The motion passed unanimously.

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

12. COUNCILS' STANDING COMMITTEE STATUS REPORTS

Councilmember Sutton thanked Captain Rewis for speaking that night, City Manager Cobb for his continued service, and Fire Chief Wagner for his fire services.

Councilmember Coxwell had no additional comments.

Councilmember Lawson had no additional comments.

Mayor Stein discussed the upcoming planning for the city's Veterans Day Parade and Celebration.

Councilmember Carter discussed attending the RUA meeting and the items that were discussed during that meeting.

Mayor Pro Tem Oder discussed attending the change of command, Niceville's reduced speeding, and upcoming policy meetings.

13. OTHER COMMENTS

City Attorney Dykes had no additional comments.

City Clerk Morris reminded the council about checking mailboxes, cybersecurity training, and ethics training.

City Manager Cobb thanked the mayor and council for the contract adjustment, upcoming projects in the city, and his upcoming vacation.

14. ADJOURN

The council meeting adjourned at 8:08 p.m.

Minutes approved at the 11/3/2025
meeting.

Dillon Morris
Dillon Morris, City Clerk

