



**MINUTES
REGULAR MEETING
of THE MARY ESTHER CITY COUNCIL
November 3, 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
Shawn Lindsey, Public Works Director

OTHERS PRESENT

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 requested adding a "Thank You Letter for those who volunteered for the city" as item 6.2. Mayor Stein asked for a motion to add that item to the agenda. Councilmember Sutton initiated the motion, seconded by Councilmember Carter. The motion passed unanimously.

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

6. SPECIAL PRESENTATIONS

6.1. Florida City Week Essay Contest Awards

Mayor Stein presented the awards to the winners of the Florida City Week Essay Contest.

6.2. Thank You Letters

Mayor Stein presented Thank You Letters to those who participated in the city beautification day for City Week.

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 to approve the consent agenda. Councilmember Coxwell initiated the

motion, seconded by Councilmember Sutton. The motion passed unanimously.

RESULT:	PASSED (5-0)
MOVER:	Councilmember Susan Coxwell
SECOND:	Councilmember April Sutton
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 October 6th, 2025, Regular Council Meeting

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

None.

9. PUBLIC COMMENT (NON-AGENDA ITEMS)

None.

10. UNFINISHED BUSINESS

10.1. Mary Esther Boulevard Landscaping Project Update

Public Works Director Shawn Lindsey discussed the Mary Esther Boulevard landscaping project update and the request for a professional rendering of the median landscaping. There was some discussion. Mayor Stein asked for a motion to authorize \$7,500 for a professional rendering of the median landscaping. Councilmember Carter initiated the motion, seconded by Mayor Pro Tem Oder. The motion passed unanimously.

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

11. NEW BUSINESS

11.1. Epilepsy Awareness Month Proclamation

Mayor Stein read the proclamation declaring November 2025 as "Epilepsy Awareness Month" in Mary Esther. After reading, Mayor Stein asked for a motion to authorize the mayor to sign the proclamation, declaring November 2025 as "Epilepsy Awareness Month" in Mary Esther. Councilmember Sutton initiated the motion, seconded by Councilmember Coxwell. The motion passed unanimously.

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

Laurie Michelle Lamar-Acuff, Epilepsy Alliance Florida, discussed Epilepsy Alliance Florida, their mission, and thanked the council for the proclamation

11.2. Approval of Invoices for Highway 98 Emergency Sewer Repairs

Public Works Director Shawn Lindsey discussed the background of the invoices for Highway 98 emergency sewer repairs. There was some discussion. Mayor Stein asked for a motion to approve payment of invoices for \$71,762.01 to Pensacola Concrete, \$36,155 to Construction Materials, \$1,150 to L30, and to pursue claims and reimbursement from responsible parties. 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

11.3. Resolution 25-19: Approval of Sprayfield Lease Agreement with the Department of the Air Force

Public Works Director Shawn Lindsey led the discussion of the lease agreement with the Department of the Air Force for the sprayfield. There was some discussion. Mayor Stein asked City Clerk Morris to read the title of Resolution 25-19, to which he did.

A RESOLUTION OF THE CITY OF MARY ESTHER, FLORIDA, AUTHORIZING THE CITY TO ENTER INTO A CONTRACT WITH THE DEPARTMENT OF THE AIR FORCE FOR THE LEASE OF PROPERTY TO SERVE AS A WASTEWATER SPRAYFIELD IN THE AMOUNT OF \$18,000 ANNUALLY FOR FIVE (5) YEARS.

Mayor Stein asked for a motion to adopt Resolution 25-19 to approve the attached lease and authorize the mayor to execute the agreement. 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

11.4. Resolution 25-20: Approval of Permitting, Licensing, Code Enforcement, and Citizen Request Software Agreement

City Manager Jared Cobb discussed the permitting, licensing, code enforcement, and citizen

request software agreement with GovWell. There was some discussion. Mayor Stein asked City Clerk Morris to read the title of Resolution 25-20, to which he did.

A RESOLUTION OF THE CITY OF MARY ESTHER, FLORIDA, AUTHORIZING THE CITY TO ENTER INTO A CONTRACT WITH GOVWELL FOR CLOUD-BASED COMMUNITY DEVELOPMENT SOFTWARE AS A SERVICE (SAAS).

Mayor Stein asked for a motion to select GovWell and adopt Resolution 25-20 approving the agreement with GovWell, which includes an implementation cost of \$9,000 and an annual licensing fee of \$22,000. 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

- 11.5. Resolution 25-21: Approval of FY 2026-27 Legislative Appropriation Request**
 City Manager Jared Cobb discussed the FY 2026-27 legislative appropriation request for funding and supporting the Highway 98 water main replacement. Mayor Stein asked if there was any discussion. Hearing none Mayor Stein asked City Clerk Morris to read the title of Resolution 25-21, to which he did.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARY ESTHER, FLORIDA, EXPRESSING THE CITY'S COMMITMENT TO FUNDING AND SUPPORTING THE CITY OF MARY ESTHER HIGHWAY 98 WATER MAIN REPLACEMENT PROJECT; AUTHORIZING THE CITY MANAGER TO SUBMIT A LEGISLATIVE APPROPRIATION REQUEST TO THE FLORIDA LEGISLATURE FOR FISCAL YEAR 2026-2027; AND PROVIDING AN EFFECTIVE DATE.

Mayor Stein asked for a motion to adopt Resolution 25-21, approving the submission of the FY2026-27 Legislative Appropriation Request for the City of Mary Esther Highway 98 Water Main Replacement Project and formally committing the \$1,550,000 local match from the Utilities Fund. 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

- 11.6. Consideration of City Manager Contract Amendment**
 City Manager Jared Cobb discussed the amendment to his current contract. Mayor Stein asked if there was any discussion. Hearing none, he asked for a motion to approve the first amendment to the employment agreement with the city manager. 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

12. COUNCILS' STANDING COMMITTEE STATUS REPORTS

Councilmember Sutton discussed attending the governor's events, discussed having a council giveback lunch to employees, the city beautification day, and upcoming open houses.

Councilmember Coxwell asked about the status of the Veterans Day parade, and Mayor Stein provided an update. Mayor Pro Tem Oder added being invited to the Beal Cemetery Memorial event that day, but will still be at the Veterans Day parade.

Councilmember Lawson had no additional comments.

Mayor Stein had no additional comments.

Councilmember Carter asked for an update on Azalea Park and the Santa Rosa Mall, and City Manager Cobb provided one.

Mayor Pro Tem Oder discussed the library cooperative meeting and the library cooperative online education ceremony. (He presented the graduating class to everyone, attached to the minutes.)

13. OTHER COMMENTS

City Attorney Dykes had no additional comments.

City Clerk Morris reminded council of their mailboxes, ethics training, cybersecurity training, upcoming meetings, and how to proceed with the citizen of the year applications, as none had been received. There was some discussion.

City Manager Cobb discussed the upcoming Veterans Day parade and event.

14. ADJOURN

The council meeting adjourned at 6:58 p.m.

Minutes approved at the 12/8/25 meeting.

Dillon Morris
Dillon Morris, City Clerk



Graduating Class

Alyx Mundy

Amanda Potter

Caroline Loyed Ong Machado

Chanya Higgins

Destinie Thomas Rogan

Kasondra Morris

Kelly Capps

Krista Griffin

Liznel C. Villalona

Mackenzie Clark

Mariah Blackshear

Miranda K. Brennan

Samantha Parker

Seneca Wynder

Vivian Lang

William Waites

**Procession of Graduates
"Pomp and Circumstance"**

Welcome Remarks

Vicky Stever

Coordinator, Okaloosa County Public Library Cooperative

Guest Speaker

David Deitch

Niceville City Manager

Guest Speaker

Cherry Dupre

COHS Class of 2024

Graduate Speakers

Guest Speaker

Patty Rogers

COHS Class of 2023

Presentation of Diplomas

Wendy Kauffman

Chief Operating Officer, Smart Horizons

Recessional

Reception

Light refreshments provided by the City of Niceville