



**Agenda
Regular Meeting
of the Mary Esther City Council
August 3, 2026 - 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. Community Redvelopment Area (CRA) Finding of Necessity Report**
- 7. CONSENT AGENDA**
 - 7.1. Minutes of the July 7th, 2026 Regular Council Meeting**
 - 7.2. Minutes of the July 20th, 2026 Special Council Meeting**
 - 7.3. Monthly Financial Report**
 - 7.4. Monthly Performance Report**
- 8. CITIZENS WHO HAVE REQUESTED TO BE PLACED ON THE AGENDA**
- 9. PUBLIC COMMENT (NON-AGENDA ITEMS)**
- 10. UNFINISHED BUSINESS**
 - 10.1. Ordinance 2026-02: Electric Bicycles, Motorized Scooters, and Micromobility Devices**
- 11. NEW BUSINESS**
 - 11.1. Proclamation: Connie Schabowski Day**
 - 11.2. Resolution 26-13: Adoption of the Citizens Appearing Before the City Council Policy**
 - 11.3. Resolution 26-14: Approval of an Extension to the Interlocal Agreement with Okaloosa County for Close-Out of Pending Building Permits**
 - 11.4. Resolution 26-15: Approval of Amendment No. 4 to State Revolving Fund Loan Agreement No. WW460201**
 - 11.5. Resolution 26-16: Approval of State Revolving Fund Loan Agreement No. WW460202 for Wastewater Infrastructure Improvements**
 - 11.6. Consideration: Purchase Order for 18" Insert Valve**
 - 11.7. Consideration: Purchase Order for Replacement Fire Hydrants**
 - 11.8. Consideration: Purchase Order for Replacement Water Meters**
 - 11.9. Consideration: Purchase Order for 6" Sewer Bypass Pump**
 - 11.10. Consideration: Award of Bid, Mary Esther Boulevard Median Landscape Project**
 - 11.11. Discussion: Contract for Renovation of New City Hall**
- 12. COUNCILS' STANDING COMMITTEE STATUS REPORTS**
- 13. OTHER COMMENTS**
- 14. ADJOURN**

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

WATCHING AND PARTICIPATION

To watch the meetings virtually, citizens may log onto the city's website (www.cityofmaryesther.com), click the "Public Meetings" section, and select the meeting they would like to watch.

Any citizen who would like to comment on non-agenda items must submit a service request through the city's website, call customer service at (850) 243-3566, or fill out a form at city hall. A form must be completed by 12 pm one week before the day of the meeting. Filling out a form does not guarantee you will be added to the agenda. If a citizen opts to participate virtually, an email will be sent with the Zoom registration link.

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: Tyler Reed, Community Development Director

DATE: August 3, 2026

SUBJECT: Community Redvelopment Area (CRA) Finding of Necessity Report

BACKGROUND:

The City of Mary Esther retained Kimley-Horn to prepare a Finding of Necessity (FON) Report in coordination with staff to evaluate whether conditions exist within the proposed Community Redevelopment Area (CRA) that satisfy the requirements of the Florida Community Redevelopment Act, Chapter 163, Part III, Florida Statutes. The purpose of the report is to determine whether the proposed area contains statutory blight conditions sufficient to justify the establishment of a Community Redevelopment Area.

Kimley-Horn prepared the report through a comprehensive evaluation of existing conditions within the proposed CRA boundary. The team also conducted parcel-level analyses, field investigations, and reviewed planning documents, property data, transportation information, crime statistics, economic trends, housing information, and other relevant datasets covering the 2021–2026 period.

The study concludes that the proposed CRA area exhibits seven (7) statutory indicators of blight, exceeding the minimum requirement of two criteria established under Section 163.340, Florida Statutes. Identified conditions include:

- Defective or inadequate transportation facilities;
- Faulty lot layout;
- Unsanitary or unsafe conditions;
- Deterioration of sites and improvements;
- Inadequate and outdated building density patterns;
- Higher incidence of crime; and
- Greater number of Florida Building Code violations.

DISCUSSION:

The report concludes that the proposed redevelopment area contains significant underutilized commercial property, aging infrastructure, vacant parcels, deteriorating structures, transportation deficiencies, and other conditions that meet the statutory definition of blight. The report also identifies opportunities for reinvestment, redevelopment, housing, infrastructure improvements,

and economic development throughout the study area.

Additionally, the report finds that establishing a CRA would be consistent with the City's Comprehensive Plan and Vision Plan by supporting the revitalization of aging commercial corridors, redevelopment of the Santa Rosa Mall area, expansion of mixed-use and housing opportunities, and improvements to multimodal transportation infrastructure.

The report explains that creation of a CRA would provide the City with a financing mechanism through Tax Increment Financing (TIF), allowing future increases in taxable value within the redevelopment area to be reinvested into public infrastructure, streetscape improvements, economic development initiatives, public amenities, and other eligible redevelopment activities.

This agenda item is presented for informational purposes to allow the City Council to receive the consultant's presentation, ask questions, and discuss the report. Consideration of future actions related to establishing a Community Redevelopment Agency and adopting a Community Redevelopment Plan will occur at subsequent public meetings, if directed by the City Council.

FINANCIAL IMPACT:

The Finding of Necessity Report has been completed under the City's professional services agreement with Kimley-Horn. If the City elects to proceed with creating a Community Redevelopment Area, future implementation would use Tax Increment Financing (TIF), as authorized by Chapter 163, Florida Statutes, to fund eligible redevelopment projects within the designated area.

RECOMMENDATION:

Staff recommends that the City Council receive the Finding of Necessity Report presentation from Kimley-Horn in coordination with staff and provide any desired direction on the next steps in the Community Redevelopment Area process.

ATTACHMENT(S):

1. CRA Finding of Necessity Report



CITY OF MARY ESTHER

FINDING OF NECESSITY

Kimley»Horn

May 2026

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EXECUTIVE SUMMARY

The City of Mary Esther is developing a Finding of Necessity (FON) to review existing blighted conditions that would qualify the area to establish a Community Redevelopment Area (CRA). The proposed CRA boundary can be seen on **Figure 1**. The purpose of this FON is to analyze the blighted conditions in the City and their existing conditions. The FON has been prepared and provided in compliance with Florida Statutes, Chapter 163, and the City of Mary Esther.

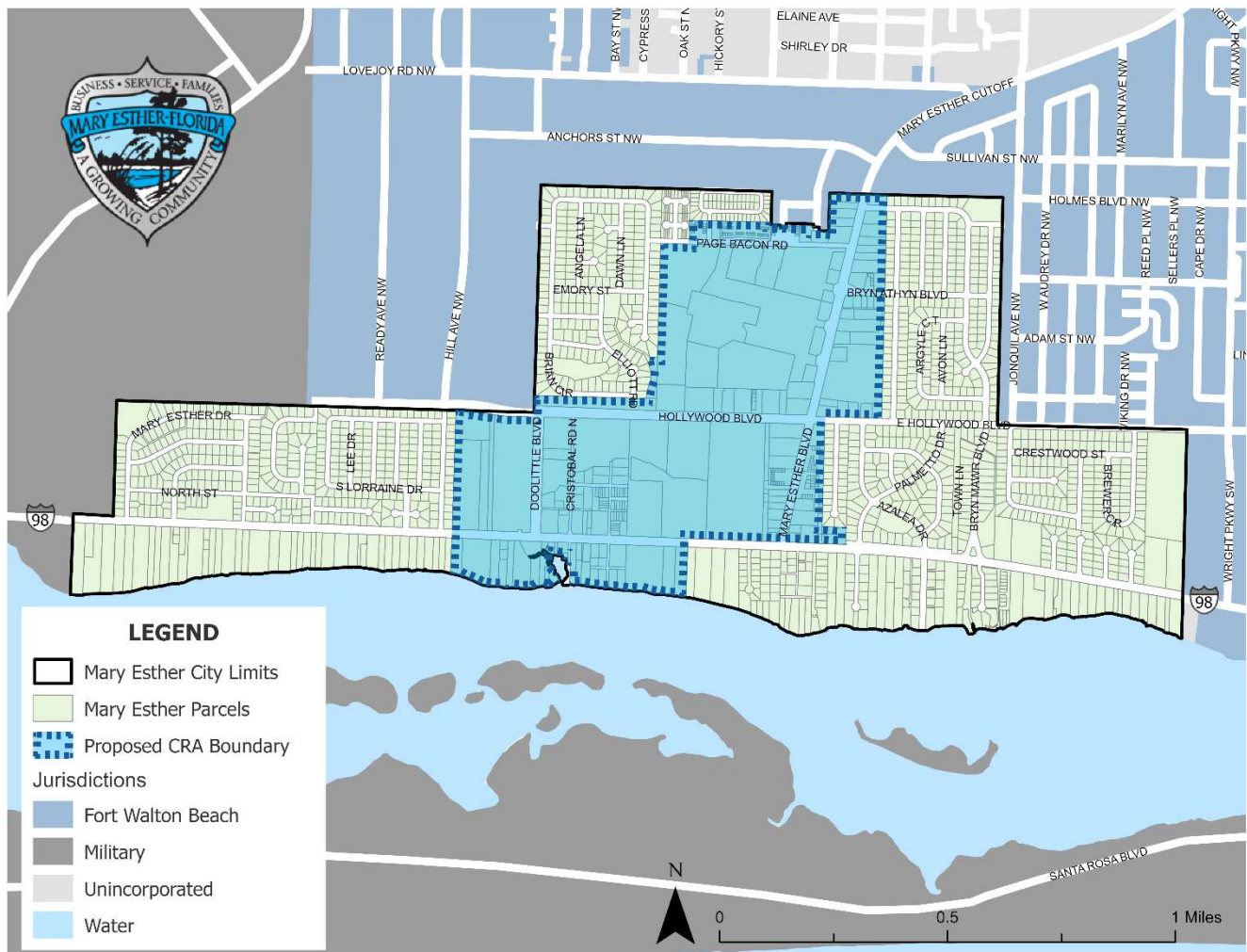


Figure 1. Proposed CRA Boundary

A CRA enables the City to access targeted funding through tax increment financing (TIF), which could be reinvested in infrastructure upgrades and public amenities. This mechanism would also provide financial incentives to attract private developers willing to contribute to the site's transformation. The CRA would facilitate a coordinated approach to redevelopment, integrating land use adjustments, infrastructure improvements, and economic development efforts to ensure cohesive and sustainable growth. Furthermore, the revitalized property would strengthen Mary Esther's identity, contribute to regional economic stability, and support nearby military installations by providing additional housing and amenities.

PROJECT BACKGROUND

STATUTORY BACKGROUND & REQUIREMENTS

According to Florida Statute Chapter 163 Part III Community Development, blighted areas are a risk to health, safety, and welfare of residents in a community. Blight contributes to various negative effects such as tax base decreases, increases in crime, traffic hazards, and other social and economic burdens.

Local governments must establish that a given area meets the statutory definitions, and that the revitalization and redevelopment of that area is in the interest of the community. Under Section 163.340 Definitions, Florida Statutes, the requirements of the Finding of Necessity are established. **Table 1** identifies the Blight criteria items that were found in the City of Mary Esther CRA proposed area to meet the Florida Statute requirements.

Table 1. Existing Conditions Summary, Organized by Statutory Criteria

Florida Statute Blight Criteria Minimum 2 criteria must be present	City of Mary Esther
Predominance of defective or inadequate street layout, parking facilities, roadways, bridges, or public transportation facilities.	X
Aggregate assessed values of real property in the area for ad valorem tax purposes have failed to show any appreciable increase over the 5 years prior to the finding of such conditions.	
Faulty lot layout in relation to size, adequacy, accessibility, or usefulness.	X
Unsanitary or unsafe conditions.	X
Deterioration of site or other improvements.	X
Inadequate and outdated building density patterns.	X
Falling lease rates per square foot of office, commercial, or industrial space compared to the remainder of the county or municipality.	
Tax or special assessment delinquency exceeding the fair value of the land.	
Residential and commercial vacancy rates higher in the area than in the remainder of the county or municipality.	
Incidence of crime in the area higher than in the remainder of the county or municipality.	X
Fire and emergency medical service calls to the area proportionately higher than in the remainder of the county or municipality.	
A greater number of violations of the Florida Building Code in the area than the number of violations recorded in the remainder of the county or municipality.	X
Diversity of ownership or defective or unusual conditions of title which prevent the free alienability of land within the deteriorated or hazardous area.	
Governmentally owned property with adverse environmental conditions caused by a public or private entity.	
A substantial number or percentage of properties damaged by sinkhole activity which have not been adequately repaired or stabilized.	
Total Conditions Present	7

FINDING OF NECESSITY METHODOLOGY

Using available data, this report establishes the existence of certain conditions, identifies the specific problems that may be addressed through the inclusion of these areas, and creates the findings necessary to designate the area as blighted.

DATA COLLECTION

The data that was collected supports the presented conditions to qualify for the creation of a CRA district. An inventory of the planning and physical conditions of the proposed CRA district was performed by reviewing readily available data, existing plans and studies, geographical data, and relevant trends within the community. A parcel-by-parcel analysis was also completed and accompanied by two site visits. Data relative to the study area was provided by the City of Mary Esther, Okaloosa County or obtained by Kimley-Horn and includes information relative to the five-year period from 2021 to 2026.

Data that was pulled for this study includes, but is not limited to, information from the following sources:

- City of Mary Esther:
 - Existing and Future Land Use Maps
 - Capital Improvements Plan
 - Land Development Code
 - Code of Ordinances
 - City Budget
 - Existing Redevelopment Proposals
- Okaloosa County:
 - Transit Development Plan
 - Comprehensive Plan
 - Property Appraiser Data
 - 2021 County and Municipal Offense Data Annual Report
- Florida Department of Law Enforcement Statewide County Crime Report
- Emerald Coast Regional Council (ECRC) Long Range Transportation Plan (LRTP)
- ESRI Community Analyst
- Florida Department of Transportation Level of Service (LOS) reports
- US Census Bureau
- FDOT District 3 Adopted 5-Year Work Program FY 2025–2029
- Shimberg Center for Housing Studies, University of Florida
- U.S. Department of Housing and Urban Development
- Bureau of Economic and Business Research (BEBR), University of Florida
- CoStar
- FEMA Flood Maps

PLAN ALIGNMENT

COMPREHENSIVE PLAN

This proposed CRA aligns with the objectives and policies outlined in the Mary Esther Comprehensive Plan. Within the Future Land Use Element (FLUE) of the comprehensive plan, Objective A1-3 states that the City of Mary Esther aims to “improve blighted areas” through the continued utilization and enhancement of the CRA Plan. The proposed CRA would provide a focused area to help carry out Comprehensive Plan priorities, such as reinvestment in aging commercial corridors, expansion of mixed-use and housing opportunities and upgrades to infrastructure and multimodal facilities.

VISION PLAN

The Vision Plan and the proposed CRA are tightly aligned, as the Vision Plan sets long-term community goals that are not achievable with current blight conditions. The implementation of the proposed CRA will help the City achieve those goals, especially around the Santa Rosa Mall, as the Vision Plan calls for a new town center on the site of the dilapidated mall (**Figure 2**Figure 1).

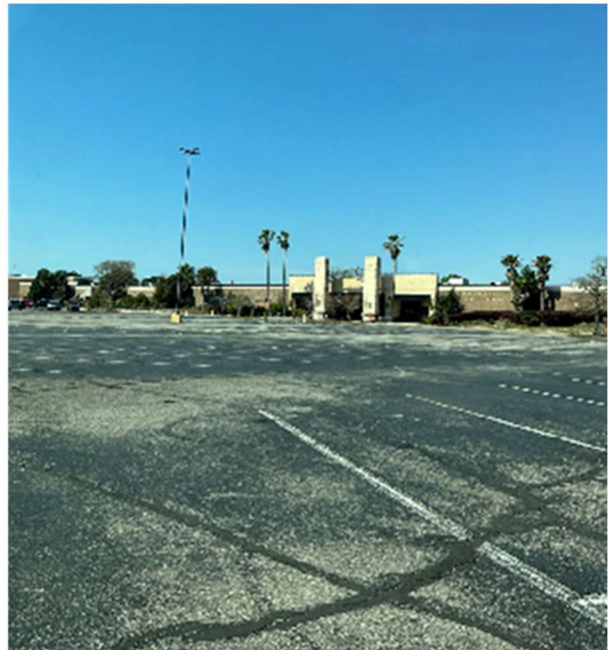


Figure 2. Photos of the Santa Rosa Mall

Establishing a Community Redevelopment Agency (CRA) under Florida's Community Redevelopment Act would provide the necessary framework to address the site's challenges and unlock its potential as a vibrant, mixed-use development. Indicators of blight under Section 163.340(8)(a)-(o), F.S., are clearly present at the site. The property exhibits structural deterioration and obsolescence, with significant vacancies and underutilized spaces resulting from shifts in retail trends and the rise of e-commerce. Transportation and infrastructure deficiencies further hinder redevelopment efforts, with the area lacking adequate pedestrian connectivity, bike access, and modern stormwater management systems.

ECRC LONG RANGE TRANSPORTATION PLAN

The ECRC LRTP defines the 25-year regional vision for a multi-modal, connected and resilient transportation system, with goals around safety, mobility, economic vitality and equity which all align with the proposed CRA's goals. This is especially true with localized blighting transportation conditions, such as congestion on US 98, access and circulation conditions around the mall, gaps in walking/biking infrastructure and transit limitations. The proposed CRA will allow investments in streets, sidewalks, bike facilities and help support transit, consistent with the goals outlined in the LRTP.

PROPOSED COMMUNITY REDEVELOPMENT AREA PROFILE

SOCIOECONOMIC PROFILE

INCOME

In 2024, the median household income in the City of Mary Esther was \$76,890, notably lower than Okaloosa County's median household income of \$81,998.

Table 2. Income in the Past 12 Months

Category	City of Mary Esther	Okaloosa County
Median Household Income	\$76,890	\$81,998
Total Households	1,683	85,411

Source: U.S. Census Bureau, Income in the Past 12 Months (in 2024 Inflation-Adjusted Dollars) 2024 ACS 5-Year Estimates

POPULATION

The City of Mary Esther has experienced modest population growth over the past five decades, increasing from 3,192 residents in 1970 to 3,982 by the 2020 Census. According to projections from the Shimberg Center for Housing Studies, the City is expected to see more substantial growth through the planning horizons, reaching 5,580 by 2040 and 5,912 by 2050. This represents an overall increase of nearly 50% from 2020 levels. As the City's population continues to grow, it will have to evaluate potential redevelopment areas that can be used for housing and services to support the population growth.

Table 3. Median Age and Population

Category	City of Mary Esther	Okaloosa County
Median Age	39.8	37.4
Total Population	4,493	216,599

Source: U.S. Census Bureau, Age and Sex (in 2024 Inflation-Adjusted Dollars) 2024 ACS 5-Year Estimates

HOUSING PROFILE

The City has a lower renter occupancy (30%) and higher owner occupancy (70%), proportionally, compared to the County who has 34% renter occupancy and 66% owner occupancy ([Table 4](#)). This indicates that home ownership may be slightly more attainable for residents in the City than in the

County overall. This could be potentially attributed to lower property values or taxes, but also reflect the amount of long-term residents of the City.

Table 4. Renter and Owner Occupied Housing

Category	City of Mary Esther	Okaloosa County
Renter Occupied	508	29,981
Owner Occupied	1,175	58,232
Total Housing Units	1,683	88,213

Source: U.S. Census Bureau, Households by Tenure, 2024 ACS 1-Year and 5-Year Estimates

HOUSING UNITS BY VALUE

The distribution of home values in the City shows a diverse range of housing affordability (**Table 5**), with a notable proportion of homes valued under \$50,000 (12.4%). This proportion of home values indicates older housing stock and the potential for dilapidation of existing infrastructure. Overall, majority of the home values range from \$200,000 to \$499,999 (57.6%).

Table 5. Owner-Occupied Housing Units by Value Distribution

Category	City of Mary Esther	% of Total
<\$50,000	141	12.4%
\$50,000-\$149,999	108	9.5%
\$150,000-\$199,999	91	8.0%
\$200,000-\$299,999	250	22.0%
\$300,000-\$499,999	405	35.6%
\$500,000-\$999,999	142	12.5%
Total	1,137	100%

Source: U.S. Census Bureau, Owner-Occupied Units by Value, 2024 ACS 1-Year and 5-Year Estimates

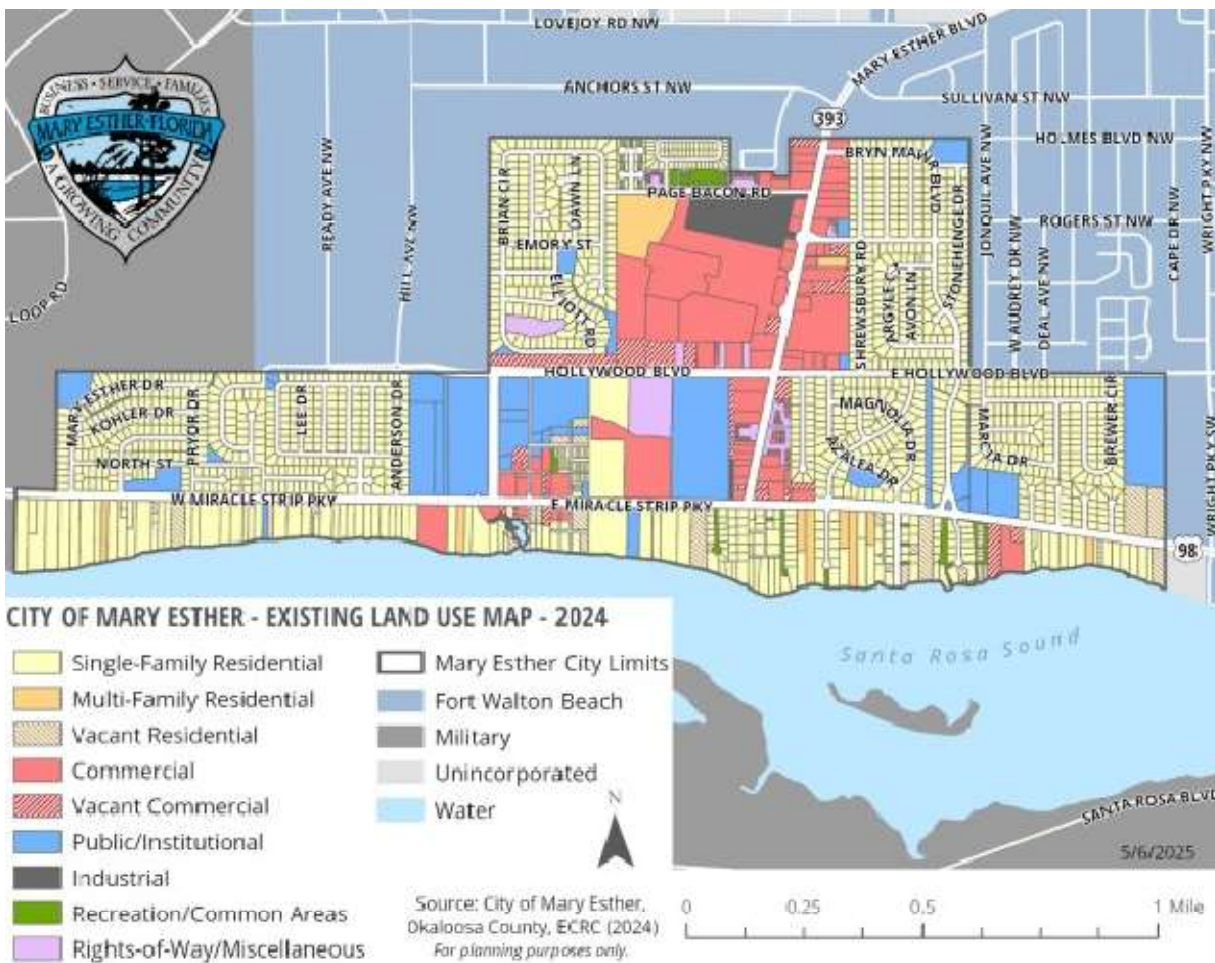
LAND USE

EXISTING LAND USE

The current land uses in the proposed CRA district (**Figure 3**) reveal a diverse and underutilized urban landscape that offers significant potential for targeted investment and strategic redevelopment. 7.5% of parcels within the proposed CRA boundary are classified as vacant compared to just 3.0% city-wide, indicating a concentration of underutilized land. However, this does include large parcels such as the site of the Santa Rosa Mall. There is opportunity for development that can introduce new residential, commercial, and public spaces, and driving economic growth.

Single-family homes account for 57.7% of land in Mary Esther, covering the largest land area among all land uses. Within the proposed CRA, condominiums account for 1.32% of land area, while single-family and townhouse use drops to 11.5, compared to 57.1% city-wide. Investment in these neighborhoods

can address diversity in housing stock and improve residents' living conditions while ensuring access to safe and sanitary housing.



*Figure 3. City of Mary Esther Existing Land Use Map
Source: City of Mary Esther Comprehensive Plan 2050*

FUTURE LAND USE

The City of Mary Esther has seven (7) total land use classifications distributed throughout the City. The seven (7) districts make up approximately 772 acres of land. Table 1 **Table 11.** and **Figure** show the land use distribution for the City.

Table 7. Future Land Use Categories

Category	Total Acreage	% of Total
Commercial (C)	191.9	24.9%
Conservation (CON)	2.7	0.3%
Low Density Residential (LDR)	465.4	60.3%
Medium Density Residential (MDR)	17.0	2.2%
Public Land (PL)	50.5	6.5%
Recreation (REC)	10.6	1.4%
Recreation Conservation (REC,CON)	33.9	4.4%
Total	772.0	100%

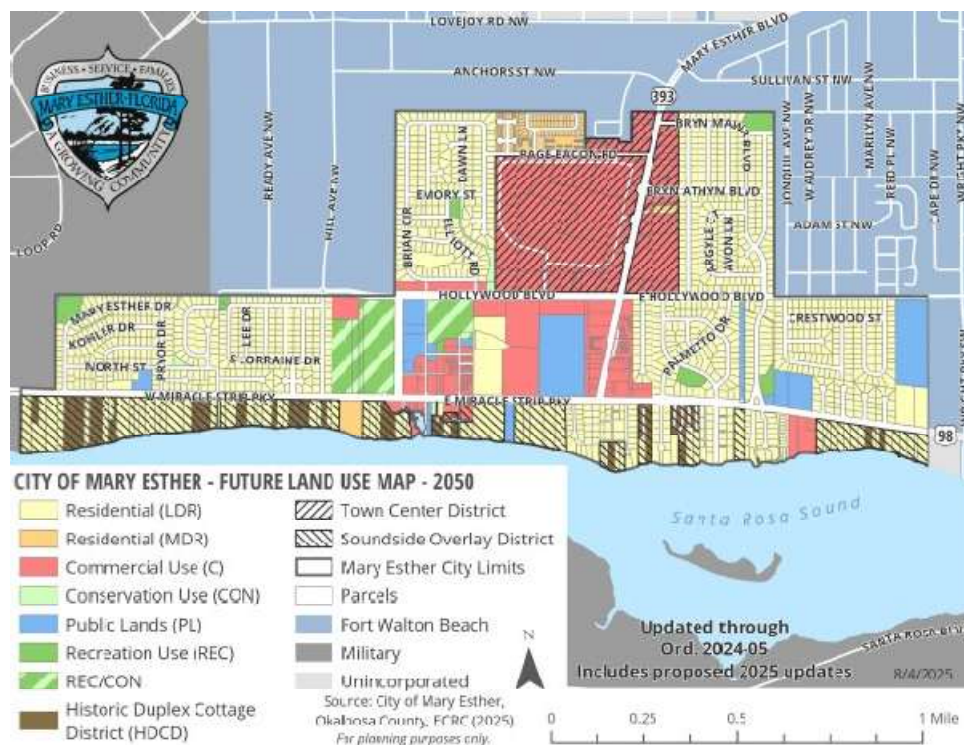


Figure 4. City of Mary Esther Future Land Use Map 2050

Source: City of Mary Esther Comprehensive Plan 2050

Note: Parcels have been rezoned since 2019.

ZONING

The City of Mary Esther has six (6) total zoning categories distributed throughout the City. The five (5) districts make up approximately 772 acres of land. **Table 6** and **Figure** show how the zoning categories are distributed throughout the City. There is a large prevalence of low-density residential zoning districts in the City. Within the proposed CRA boundary there is less residential, and the residential that does exist is R-2 (higher density), and about 25% of commercially zoned properties. There are opportunities to reinvest in the commercial-zoned areas to create more economic opportunities and mixed-use spaces.

Table 6. Zoning Categories

Category	Total Acreage	% of Total
Neighborhood Commercial (C-1)	27.9	3.6%
General Commercial (C-2)	163.4	21.2%
Public Land (PL)	91.9	11.9%
Single Family Residential (R-1)	473.6	61.3%
Single Family Residential (R-2)	15.2	2%
Total	772.0	100%

Source: Okaloosa County Property Appraiser GIS Parcel Data, 2026

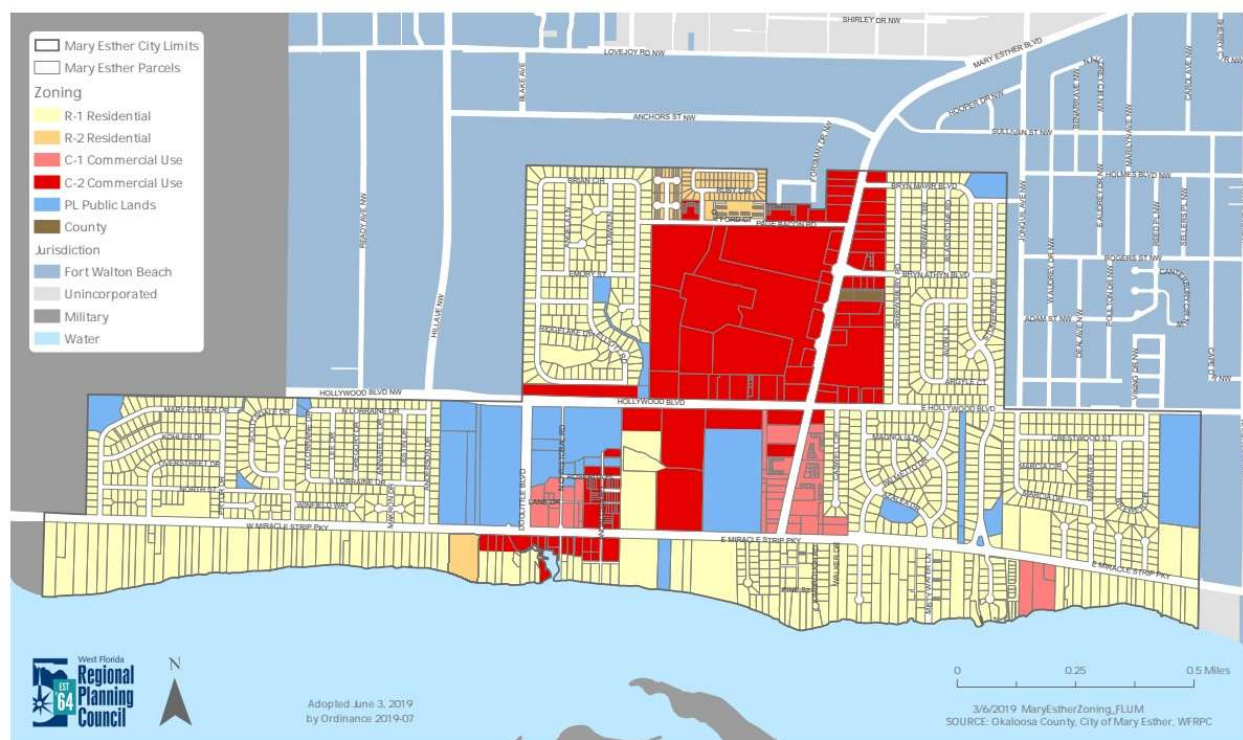


Figure 5. City of Mary Esther Zoning Map (2019) Source: City of Mary Esther

LOT CONFIGURATION

Lot location, size, and ability to support redevelopment are key determining factors when considering the likelihood of redevelopment. Most residential properties in Mary Esther are plated in relatively regular blocks, with consistent setbacks, which supports potential reinvestment and infill. Larger commercial parcels and institutional facilities—such as the Santa Rosa Mall property and several waterfront and corridor sites—have irregular shapes, which can potentially make it more difficult to meet development requirements. These properties often require further property acquisitions, variances or waivers from the Land Development Code, supporting a finding of “faulty lot layout in relation to size, adequacy, accessibility, or usefulness” under the statutory blight criteria.

VACANT PARCELS

Mary Esther Boulevard has a number of vacant parcels, including the majority of Santa Rosa Mall ([Error! Reference source not found.](#)). According to Okaloosa County Property Appraiser GIS parcel data, 35 parcels within the proposed CRA boundary (7.5% of total CRA parcels) are classified as vacant, comprising approximately 28.3 acres or 3.7% of the proposed CRA’s total land area. Transforming these vacant areas can also improve public amenities, increase property values, and foster community connection. A map of the vacant properties can be found in [Figure](#) , while an example of a vacant property can be found in [Figure](#) .

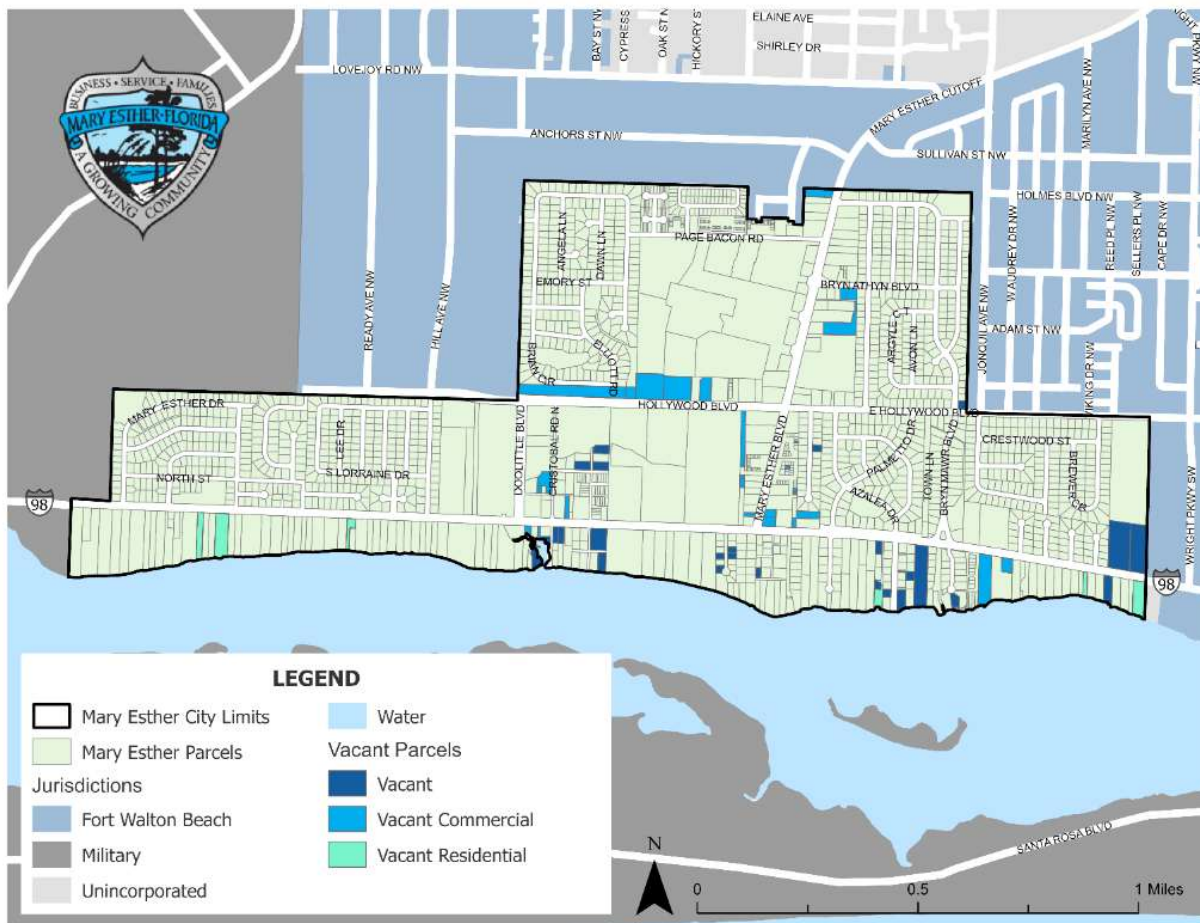


Figure 6. Map of Vacant Properties



Figure 7. Photo of a Vacant Commercial Parcel Along Miracle Strip Parkway and the Waterfront

OWNERSHIP

Based on parcel data provided by the Okaloosa County Property Appraiser, there are 2043 unique parcels within the City of Mary Esther, resulting in a total aggregate property value of \$3,588,730,442.

Table 7, shows five unique owners in the city that own nearly 14% of land. In addition to these five,

Category	Total Acreage	Total CRA Acreage	Total Percentage	Total CRA Percentage
City of Mary Esther	60.7	43.4	4.8%	5.6%
School Board of Okaloosa County	33.2	20.3	2.6%	2.6%
SRM-SPE LLC	53.0	53.0	4.2%	6.9%
Scott Marcia Howay	18.3	18.3	1.5%	2.4%
Target	10.2	10.2	.8%	1.3%
Total	175.4	145.2	13.9%	24.8%

several other entities own substantial acreages, including Mary Esther LLC (and subsidiaries) (11.3 acres), Belk Inc (9 acres), Mercantile Property Inc (8.8 acres), Hood A Preston & Ann O (7.6 acres) and St Markella and Demetrious (7.4 acres).

There may be future opportunities to reinvest in City-owned properties, with the City of Mary Esther owning a substantial number of parcels. These could be leveraged for public purposes such as parks, civic spaces, affordable housing or public parking, to support adjacent businesses. Additionally, the properties owned by the School Board of Okaloosa County could be optimal sites to develop joint-use plans for those facilities to enhance community wellbeing. Strategic partnerships with public and private landowners can help advance public benefits, including better multimodal connectivity, resilience and stormwater improvements, and the provision of community services and amenities within the proposed CRA.

The City is in a position with large parcels with consolidated ownership to implement catalytic, mixed-use projects that can deliver necessary infrastructure and attract major employers. The proposed CRA boundary also has small parcels to allow for more opportunities for incremental, local redevelopment.

Table 7. Government Owned/Large Property Owners

Category	Total Acreage	Total CRA Acreage	Total Percentage	Total CRA Percentage
City of Mary Esther	60.7	43.4	4.8%	5.6%
School Board of Okaloosa County	33.2	20.3	2.6%	2.6%
SRM-SPE LLC	53.0	53.0	4.2%	6.9%
Scott Marcia Howay	18.3	18.3	1.5%	2.4%
Target	10.2	10.2	.8%	1.3%
Total	175.4	145.2	13.9%	24.8%

Source: Okaloosa County Property Appraiser GIS Parcel Data, 2026

ECONOMIC DEVELOPMENT

AGGREGATE ASSESSED VALUES FOR REAL PROPERTY

Figure 8 displays aggregated property values for the City of Mary Esther. While aggregate property values are high (in absolute terms) within the proposed CRA, they underperform relative to the City's redevelopment potential. This reflects aging commercial assets, large surface parking lots, and underutilized parcels that do not capture their full market value.

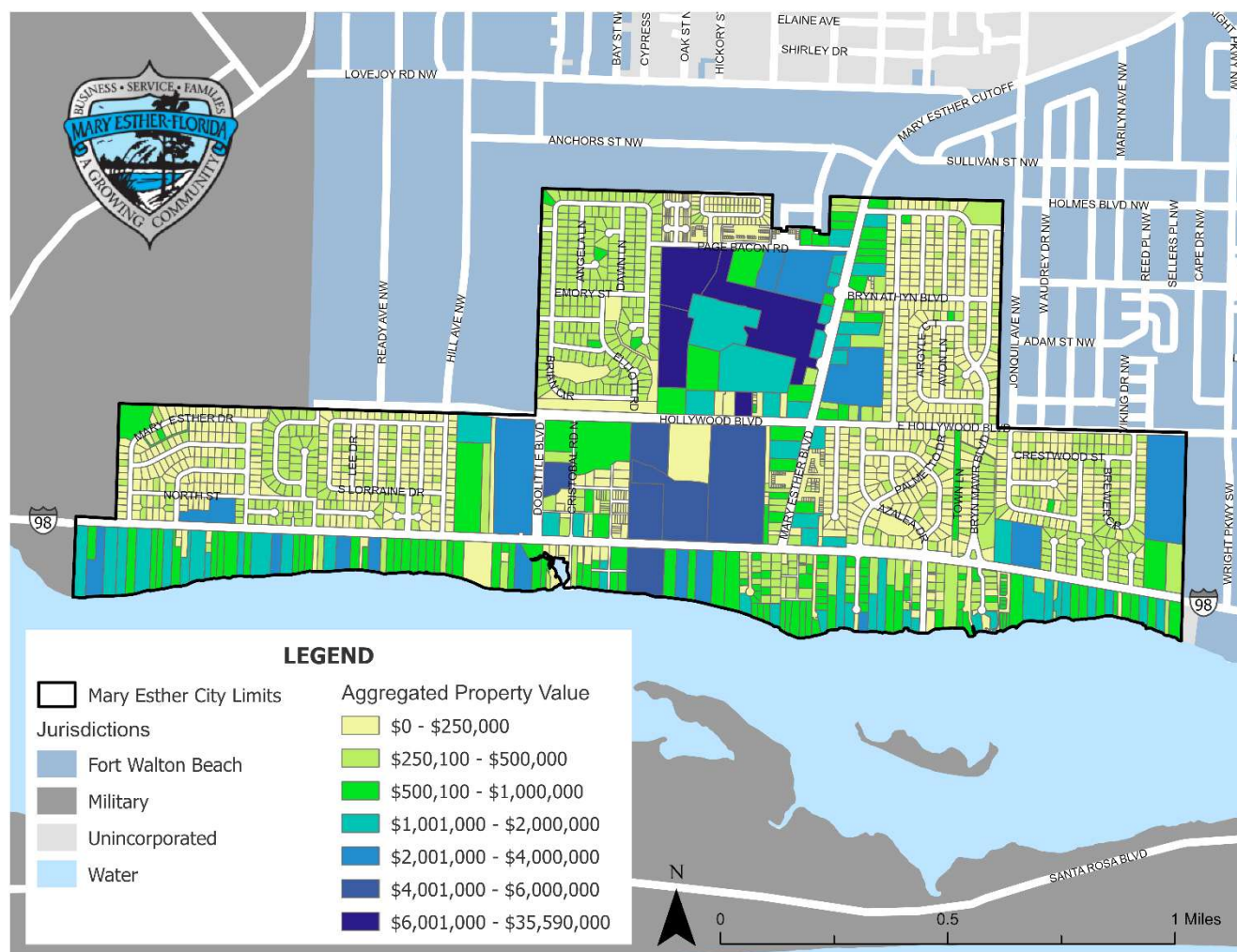


Figure 8. Aggregated Property Values

LEASE CONDITIONS

FALLING LEASE RATES PER SF FOR OFFICE, COMMERCIAL, OR INDUSTRIAL (COMPARED TO COUNTY OR MUNICIPALITY)

Retail lease rates in Mary Esther have generally trended upward since 2015, with 2025 marking the first year in which average rents exceeded 20 dollars per square foot. Over this period, however, the City's retail market has been more volatile than that of Okaloosa County, which has experienced more gradual and consistent increases. Rates in Mary Esther were below 10 dollars per square foot in 2015, then spiked in 2016 before declining between 2016 and 2019, bringing rents below the County average. After a modest increase in 2020 and another dip in 2021, retail lease rates rose steadily over the following four years, once again surpassing the County level by 2024 (see [Figure 9](#) for more information).

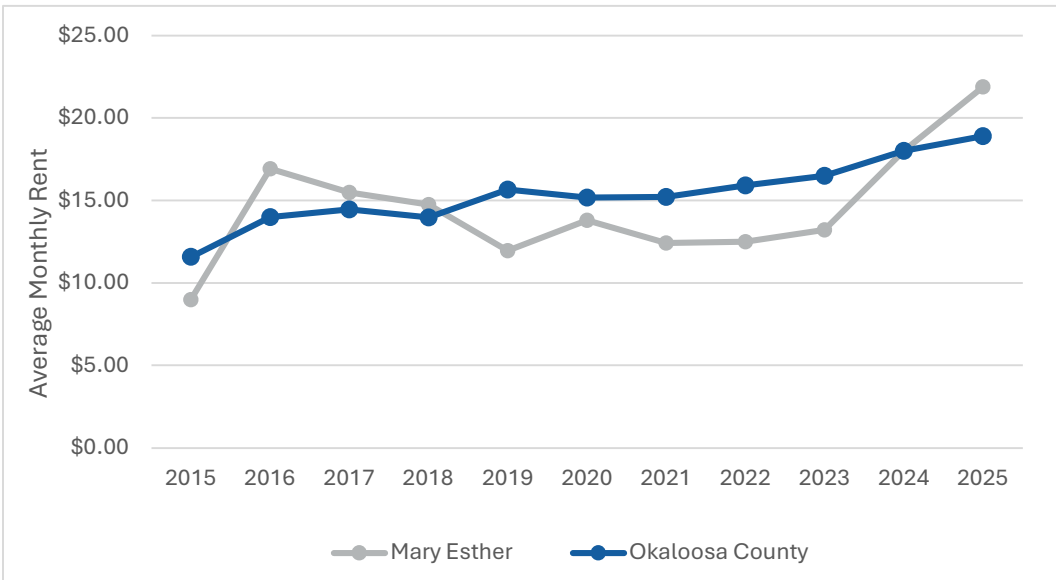


Figure 9. Comparison of Retail Rent Rates (2015-2025)
Source: CoStar, Kimley-Horn (March 2026)

The office sector has seen more consistency in lease rates within the past decade, as trends within Mary Esther have generally aligned with the County trends and have seen increases except for during the post pandemic years (2021-2023), which saw office rents decreasing despite the County continuing to experience increasing rates. Office lease rates have remained higher in the County in every year since 2025, with the County and City rates reaching the closest to alignment in 2021. Both the City and the County saw their highest lease rates for office properties in 2025 at \$17.27 per square foot and \$21.65 per square foot respectively. It should be noted that data was not available for the year 2024 for office rent in Mary Esther. See [Figure 4](#) for more information.

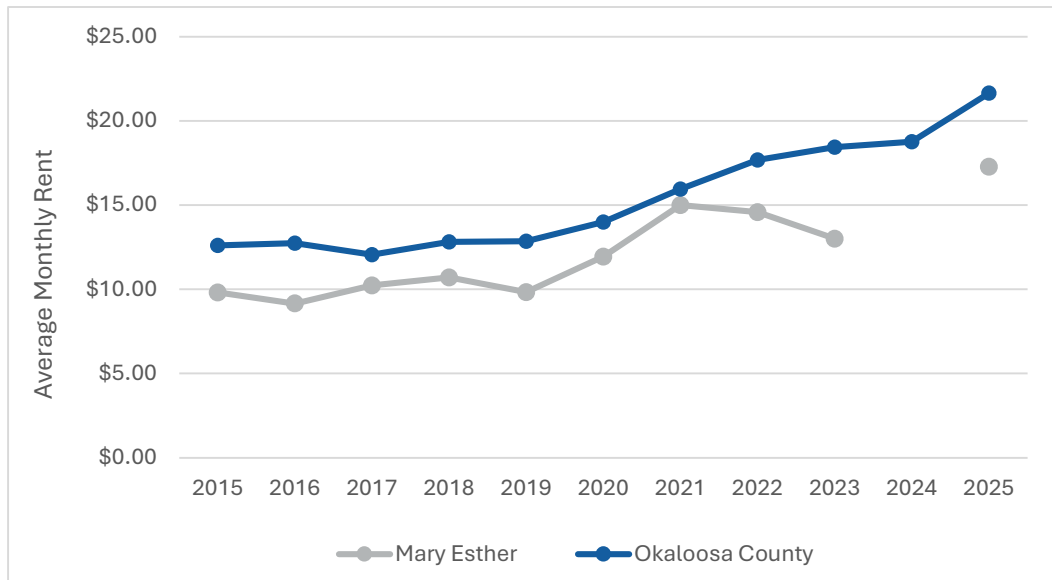


Figure 4. Comparison of Office Rents (2015-2025)
Source: CoStar, Kimley-Horn (March 2026)

TAX OR SPECIAL ASSESSMENT DELINQUENCY

Mary Esther has a total of 28 delinquent properties, of which none have outstanding balances that exceed the fair market value of the property. In total, the outstanding balance of all the properties in Mary Esther is only approximately \$108,812.

VACANCIES BY INDUSTRY

COMMERCIAL

Between 2015 and 2025, vacancies within the retail sector in Mary Esther have fluctuated greatly. Although the COVID-19 spike in 2021 represents the single highest vacancy point in the ten-year period, retail vacancies in the City have trended at or above the County's rate in most non-pandemic years. Following higher rates in 2015 and 2016, vacancies fell below the Okaloosa County rate in 2017 and remained that way until 2021, where the COVID-19 pandemic pushed vacancies to their highest peak during the ten-year period. In 2023, Mary Esther saw stabilization of vacancies as they fell back below the County mark, but 2025 has seen an uptick in vacancies that is approaching County rates (see [Figure 11](#) for more information).

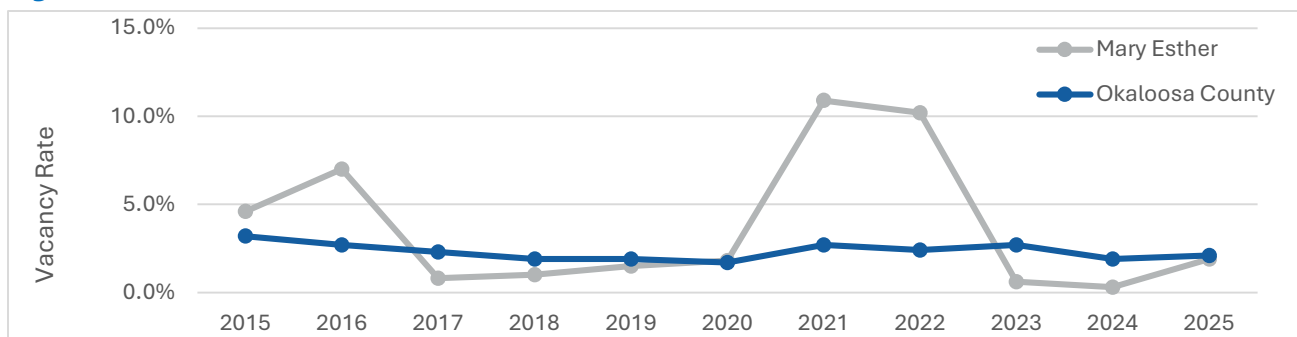


Figure 5. Comparison of Retail Vacancy (2015-2025)
Source: CoStar, Kimley-Horn (March 2026)

Office

The office sector has seen similarly varied fluctuations within the City, with spikes in 2016 and 2021 disrupting trends significantly. Between 2016 and 2019, Mary Esther saw increased vacancies, which contrasted with Okaloosa County trends that showed decreases in vacancies. Additionally, office sector vacancies have generally decreased in Mary Esther following the 2021 spike during the pandemic, while the County has seen increases in office vacancies during these same years. It should be noted that vacancy data for the office sector in 2024 and 2025 in Mary Esther was not available in CoStar. See **Figure 6** for more information.

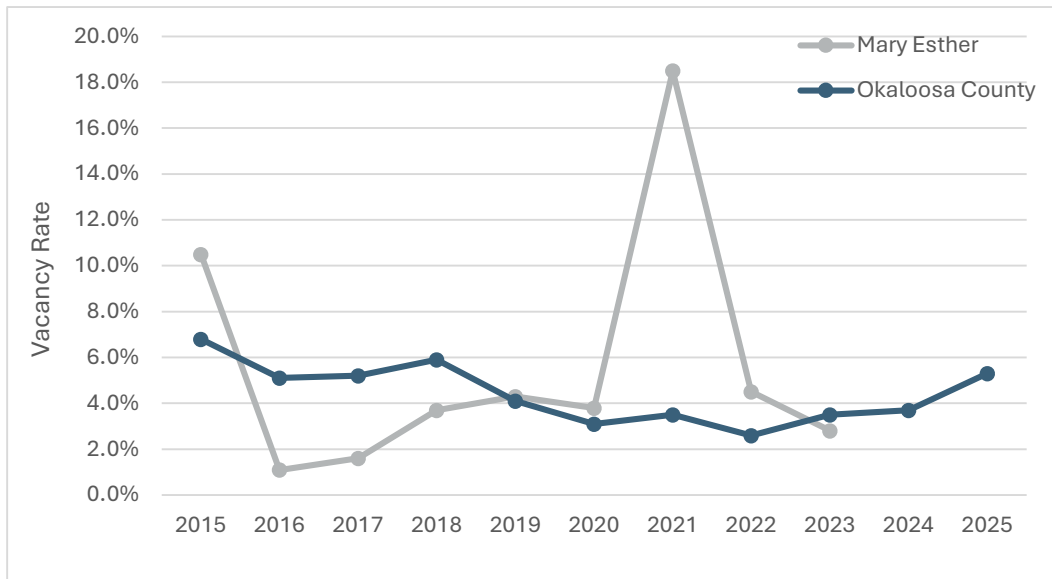


Figure 6. Comparison of Office Vacancy (2015-2025)
Source: CoStar, Kimley-Horn (March 2026)

RESILIENCY AND ENVIRONMENTAL FACTORS

SINKHOLE ACTIVITY

There is no reported data for sink holes in the City of Mary Esther.

WATER QUALITY

The City of Mary Esther's potable water system is currently well managed and operating with sufficient capacity to meet existing demand, however, long-term system sustainability depends on continued reinvestment and risk management. Much of the City's water infrastructure, including its wells, storage tanks, and distribution system, have been in service for several decades. As these assets age, they face increased risks of deterioration, inefficiency, and failure, which can contribute to service disruptions, water loss, and declining neighborhood conditions if not addressed. The City's groundwater wells may require phased rehabilitation or replacement as components reach the end of their useful life or face potential threats such as saltwater intrusion. Asset management data indicate that approximately 40% of well components may require replacement within the next decade. Without planned reinvestment, aging water infrastructure can exacerbate conditions of blight by increasing maintenance issues, reducing system reliability, and limiting the City's ability to support reinvestment and redevelopment in older or underutilized areas.

As a coastal community, Mary Esther's long-term water quality and supply are closely linked to regional groundwater conditions. While aquifer levels in the Floridan Aquifer have improved due to regional efforts to shift withdrawals inland, the potential for future saltwater intrusion remains a concern. Limited land availability restricts the City's ability to expand water supply options independently, increasing the importance of regional coordination. The City actively collaborates with the Northwest Florida Water Management District, Okaloosa County, neighboring jurisdictions, and the Regional Utility Authority (RUA) to manage shared water resources, monitor aquifer conditions, and plan for long-term system resilience.

Mary Esther is also prioritizing preventive maintenance of its water storage infrastructure, which includes seven storage tanks, two of which are elevated towers for maintaining water pressure and fire protection. The City has implemented a formal tank maintenance program focused on regular inspections, cleaning, and rehabilitation of structural and protective components. Similarly, portions of the water distribution system were constructed using legacy materials, including small-diameter and asbestos-cement piping. These older mains are more prone to leaks and capacity limitations, particularly in established neighborhoods, and require ongoing modernization to reduce water loss, improve efficiency, and support safe and reliable service delivery.

FLOODING

Flooding risk and environmental constraints play an important role in shaping development patterns and redevelopment challenges in the City of Mary Esther. An estimated 68.7 acres of wetlands are located within the City, including approximately 66.2 acres of Palustrine wetlands and 2.5 acres of Estuarine wetlands. These wetlands provide critical natural functions, including stormwater storage, flood attenuation, and water quality protection, while also limiting the availability of developable land. As a result, growth pressures are concentrated in upland areas, increasing the importance of careful land use planning and reinvestment in already developed neighborhoods.

The City has adopted Land Development Code regulations that restrict development in coastal high hazard areas, limit impervious surface coverage, and require extensive setbacks, including one-hundred-foot (100-foot) setbacks in certain environmentally sensitive areas. These regulations are intended to reduce flood risk and protect coastal resources, however, they also constrain redevelopment options and contribute to patterns of underutilized or aging development where reinvestment has not kept pace with regulatory and environmental requirements. Properties that are difficult to redevelop due to flooding constraints or regulatory limitations may experience declining conditions and reduced market interest, factors commonly associated with blight.

Several properties located south of U.S. Highway 98 fall within FEMA Flood Zones AE and VE, which are subject to flooding and coastal high hazard conditions. Development or redevelopment in these areas requires heightened regulatory compliance and flood-resilient design, increasing costs and complexity. Without coordinated planning and investment, these constraints can discourage reinvestment, contribute to underutilized parcels, and perpetuate conditions of physical deterioration.

Natural systems within Mary Esther provide flood protection benefits, such as coastal wetlands which help shield residential and commercial properties from flooding associated with sea level rise, storm surge, and heavy rainfall events. The City's relatively shallow topography further reduces erosion risk and allows stormwater to collect and filter naturally before draining into Santa Rosa Sound near Christobal Road. Except for the natural stormwater filter system, an FDOT drainage area, and storm

drain infrastructure along U.S. Highway 98 at the eastern and western edges of the City, much of Mary Esther's stormwater drainage network lies outside FEMA-designated Flood Zones and storm surge areas.



Figure 13. City of Mary Esther FEMA Flood Zone Maps
Source: City of Mary Esther Comprehensive Plan 2050

STORMWATER MANAGEMENT FACILITIES

Stormwater management constraints present ongoing challenges to redevelopment and reinvestment in the City of Mary Esther, particularly within the proposed CRA boundary, where there are large impervious surfaces (such as the parking lots at Santa Rosa Mall) and limited open space which concentrates runoff and exacerbates flooding during heavy rain. As development shifts toward infill and mixed-use patterns under the City's 2040 and 2050 planning horizons, existing stormwater conveyance and treatment capacity must accommodate increased runoff without contributing to flooding, water quality degradation, or property deterioration. While the City's Land Development Code requires stormwater management plans, on-site treatment, and—where appropriate—cash-in-lieu contributions for basin-wide improvements, limited system capacity and site constraints can discourage private investment within the CRA if not addressed in a coordinated manner. Low-impact development, green infrastructure, and resilient stormwater solutions, particularly within the proposed Town Center Overlay, supports a finding of necessity by demonstrating that targeted planning, infrastructure investment, and

innovative stormwater strategies are essential to prevent blighting conditions, protect environmental resources, and support sustainable redevelopment.

HOUSING

VACANCY

Vacant properties contribute to conditions of blight by interrupting neighborhood continuity, reducing property upkeep, and increasing the likelihood of code violations, illegal dumping, and underutilization of land. In the City of Mary Esther, the overall vacancy rate is 14% (*U.S. Census Bureau, 2024 ACS 1-Year and 5-Year Estimates*), which mirrors the statewide vacancy rate. This is lower than the overall residential vacancy rate in Okaloosa County which is higher than the statewide average, but is largely driven by short-term rentals along the Emerald Coast.

However, the concentration of vacant properties within the City increases their impact on neighborhood conditions. The City of Mary Esther owns 35 properties, of which 25 are currently vacant. The significant number of vacant, publicly owned parcels can exacerbate physical deterioration and negatively affect surrounding properties by diminishing visual quality, discouraging private investment, and reducing overall economic activity.



Figure 14. Examples of Properties Experiencing Blight

HOUSING BURDEN

Housing affordability in the City of Mary Esther is increasingly constrained by rising home prices, limited housing supply, and a lack of undeveloped residential land. While historically low mortgage interest rates previously helped offset affordability challenges, recent increases in interest rates are expected to further restrict access to homeownership. Local housing market conditions differ from statewide trends due to Mary Esther's proximity to military installations, limited land availability, and broader regional economic influences. Within the proposed CRA boundary, these affordability pressures are pronounced,

as aging housing stock, limited vacant land and rising redevelopment costs constrain the supply of affordable units and concentrate cost-burdened households in the area.

Data from the Shimberg Center for Florida Housing Data Clearing House indicates that a substantial share of Mary Esther households experience significant housing cost burdens. Among households earning 30% or less of the Area Median Income (AMI), 76% spend over 50% of their income on housing.

Households earning between 50% and 100% of AMI are comparatively less burdened, with only 18% spending between 30% and 50% of their income on housing costs (see [Table 10](#) and [Table 11](#) for more information). These conditions demonstrate that housing affordability challenges in Mary Esther predominantly affect extremely low-income households, and the concentration of these cost-burdened households within and around the proposed CRA boundary underscores the need for targeted redevelopment and housing strategies in this area to support affordable housing options and promote long-term housing stability in the community.

Table 8. Proposed CRA All Households, Cost Burden by Income

City of Mary Esther			
All Households, Cost Burden by Income			
	Housing Cost Burden		
Household Income	30% or less	30.1-50%	More than 50%
30% AMI or less	-	51	39
30.01-50% AMI	90	49	28
50.01-80% AMI	420	126	-
80.01%-100% AMI	142	-	-
Greater than 100% AMI	991	19	-

Source: Estimates and projections by Shimberg Center for Housing Studies, based on U.S. Department of Housing Development, Comprehensive Housing Affordability Strategy (CHAS) dataset and population projections by the Bureau of Economic and Business Research, University of Florida

Table 9. Proposed CRA Renter and Owner Households, Cost Burden by Income

City of Mary Esther			
Renter Households, Cost Burden by Income			
	Housing Cost Burden		
Household Income	30% or less	30.1-50%	More than 50%
30% AMI or less	-	6	21
30.01-50% AMI	-	23	15
50.01-80% AMI	158	38	-
80.01%-100% AMI	75	-	-
Greater than 100% AMI	217	-	-
Owner Households, Cost Burden by Income			
Household Income	30% or less	30.1-50%	More than 50%
30% AMI or less	-	45	18
30.01-50% AMI	90	26	13
50.01-80% AMI	262	88	-
80.01%-100% AMI	67	-	-
Greater than 100% AMI	774	19	

Source: Estimates and projections by Shimberg Center for Housing Studies, based on U.S. Department of Housing Development, CHAS dataset and population projections by the Bureau of Economic and Business Research, University of Florida

INFRASTRUCTURE

ROADWAY PAVEMENT CONDITION

The City of Mary Esther Capital Improvements Plan (CIP) and FDOT District 3 Adopted 5-Year Work Program FY 2025-2029 outlines several road resurfacing and pavement management projects. There are five CIP pavement management projects funded through 2029 and two through the FDOT 5-Year Work Program for roadway resurfacing. Several of these planned resurfacing and pavement management projects occur on corridors that run through the proposed CRA, providing an opportunity to coordinate roadway upgrades with CRA-funded streetscape and multimodal improvements that address blighted conditions in the area.

TRAFFIC PROXIMITY

Two roadway segments in the City have the highest Annual Average Daily Traffic ([Table 13](#)) and are expected to exceed their Level of Service capacity by 2045 ([Table 12](#)). Congestion is predominantly located along US 98/SR 30, Hill Avenue NW, and Mary Esther Boulevard/SR 393. Because these

congested corridors run through the proposed CRA boundary, recurring delays and declining LOS constrain access to key commercial sites. This reinforces existing circulation and safety issues, highlighting the need for targeted transportation investments as part of the CRA’s redevelopment strategy.

LEVEL OF SERVICE

Data provided by the Florida Department of Transportation (FDOT) provides Level of Service (LOS) reports for all roadway segments in the City of Mary Esther. The LOS report shows that all segments within the City operate at adequate levels of service through 2026. However, for 2045, U.S. Highway 98 is expected to exceed its adopted LOS.

Table 10 summarizes the future roadway deficiencies for 2045.

Table 10. Future Roadway Deficiencies for 2026 and 2045

City of Mary Esther			
Roadway Segment	From	To	LOS for 2026 / 2045
SR 30/US 98	Cody Avenue	Doolittle Boulevard	D / F
SR 30/US 98	Doolittle Boulevard	SR 396 (Mary Esther Boulevard)	C / F
SR 393	SR 30/US 98	Hollywood Boulevard	D / D

Data Source: FDOT

The Functional Classification, Level of Service (LOS), Number of Lanes, Speed Limit, and Annual Average Daily Traffic (AADT) of Mary Esther’s major transportation network are shown in **Table 11**.

Figure 15. City of Mary Esther Annual Average Daily Traffic (AADT) (2023)

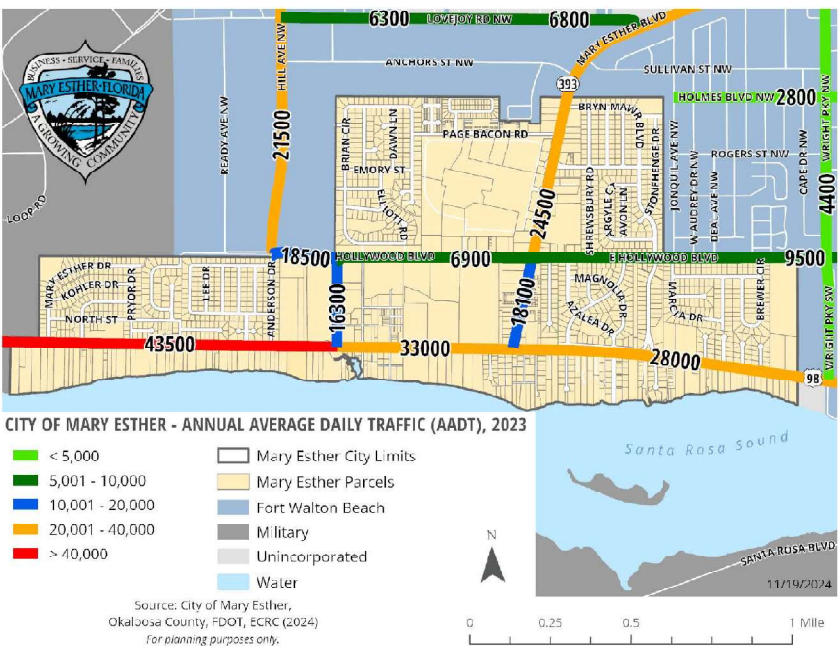


Table 11. Major Transportation Network Characteristics

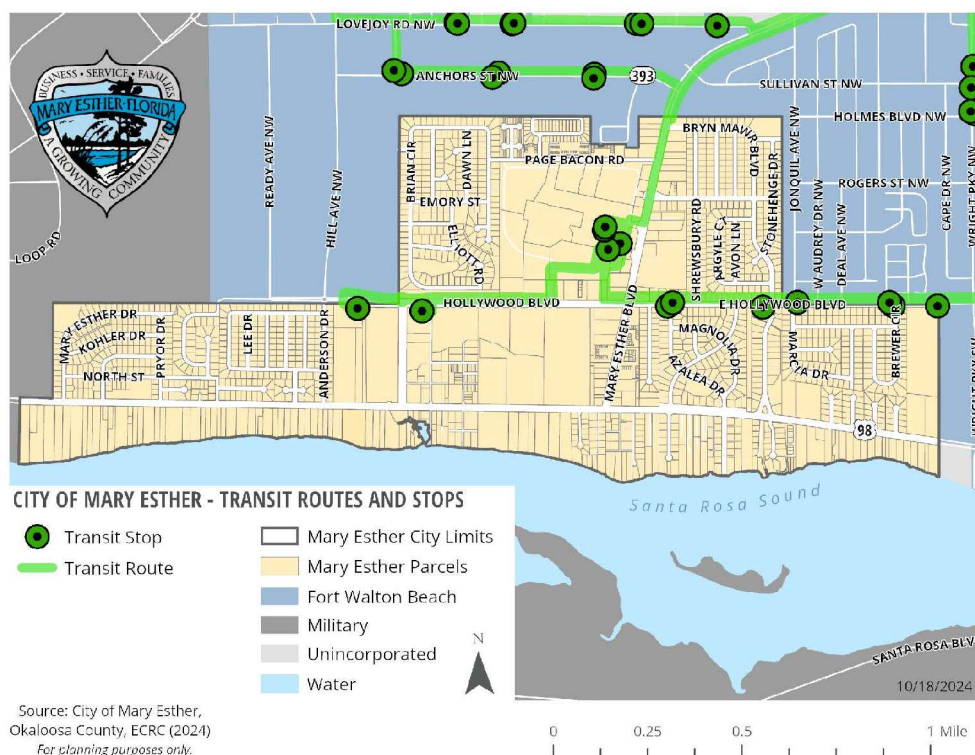
City of Mary Esther				
Road Name – Segment	Classification (LOS)	Lanes	Speed Limit (mph)	AADT (2023)
US 98 (SR 30) – West of Doolittle Blvd	Principal Arterial (C)	4 + median	40	43,500
US 98 (SR 30) – Between Doolittle Blvd & Mary Esther Blvd	Principal Arterial (C)	4 + median	40	33,000
US 98 (SR 30) – East of Mary Esther Blvd	Principal Arterial (C)	4 + median	40	28,000
Mary Esther Blvd (SR 393) – South of Hollywood Blvd	Minor Arterial (D)	4 + median	40	18,100
Mary Esther Blvd (SR 393) – North of Hollywood Blvd	Minor Arterial (C)	4 + median	35	24,500
Hollywood Blvd – East of Mary Esther Blvd	Local	4	35	9,500
Hollywood Blvd – West of Mary Esther Blvd	Local	2	35	6,900
Doolittle Blvd	Local	4 + center turn lane	35	16,300

Source: FDOT, City of Mary Esther Vision Plan

PUBLIC TRANSPORTATION

Emerald Coast Rider provides bus transit throughout Okaloosa County and includes multiple routes and stops servicing the City of Mary Esther along Hollywood Boulevard, Mary Esther Boulevard, and through the Santa Rosa Mall property. These routes provide connections to other routes and various destinations within the county. **Figure** shows the transit routes and stops within Mary Esther, including Santa Rosa Mall, Mary Esther Public Library, and Piggly Wiggly. After conducting a site visit, it was apparent that the majority of these bus stops were inadequate, providing no seating, no shading and poor signage. The City would benefit from greater investment into these facilities, enhancing connection to the rest of the City and region.

Figure 16. City of Mary Esther Transit Routes and Stops



VIOLATIONS/EMERGENCIES

CRIME

Consistent with the requirements of Chapter 163, Part III, Florida Statutes, an evaluation of public safety conditions indicates that redevelopment of the proposed area is necessary in the interest of public health, safety, and welfare. The City of Mary Esther is served by the Okaloosa County Sheriff's Office (OCSO), and crime and service activity data were reviewed using the Okaloosa County 2021 County and Municipal Offense Data Annual Report and OCSO provided call for service (CFS) data. Comparative analysis was conducted between Mary Esther (OCSO Zone 21) and the adjacent unincorporated area to the west (Zone 23), which receives baseline patrol coverage without enhanced services. See [Figure](#) and for more information.

Mary Esther's crime profile is shaped more by its commercial corridor than by residential crime trends. The coverage model, not the crime rate, is where the most significant difference lies. Zone 23 has nearly double the population, comparable call volumes, and more violent crime calls in raw numbers, yet receives regular staffed patrol at no additional cost. Mary Esther pays \$321,061 per year for enhanced coverage that provides active patrol only during contract hours.

Retail activity is the predominate contributor to crime in the City. The OCSO confirmed that the Target store in Mary Esther generated 30 property crime calls over a six-month period, or an estimated 60 annually. This single location accounts for approximately 45% of Mary Esther's property crime calls. When Target is excluded, Mary Esther's property crime rate drops to approximately 16.7 per 1,000, much closer to Zone 23's rate of 9.9. See [Figure](#) for more information.

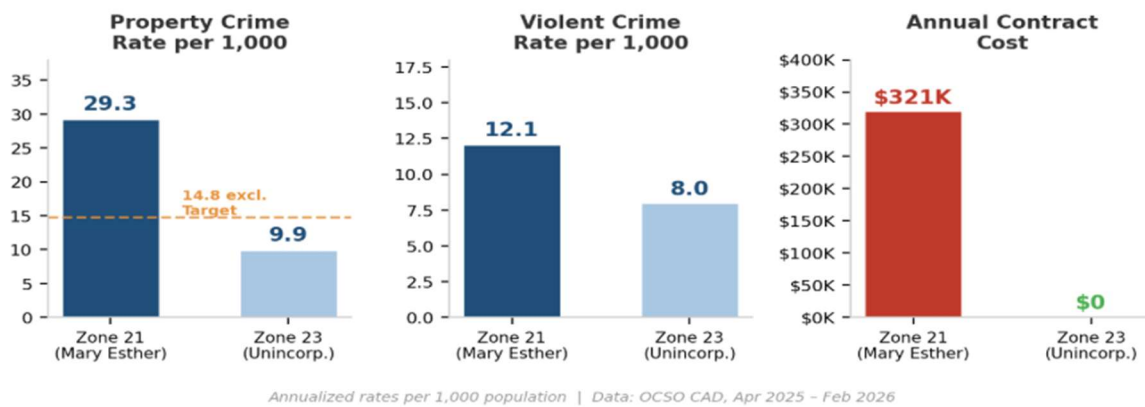


Figure 17. Zone 21 vs. Zone 23, Crime Rates and Cost Comparison

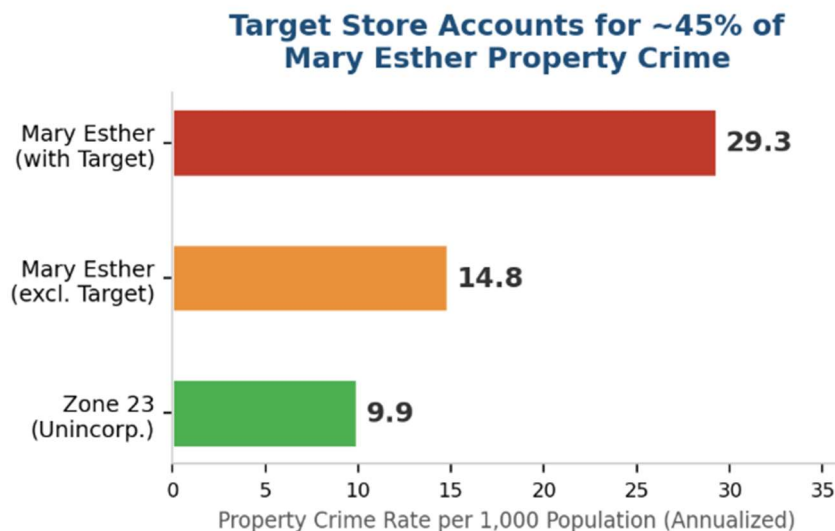
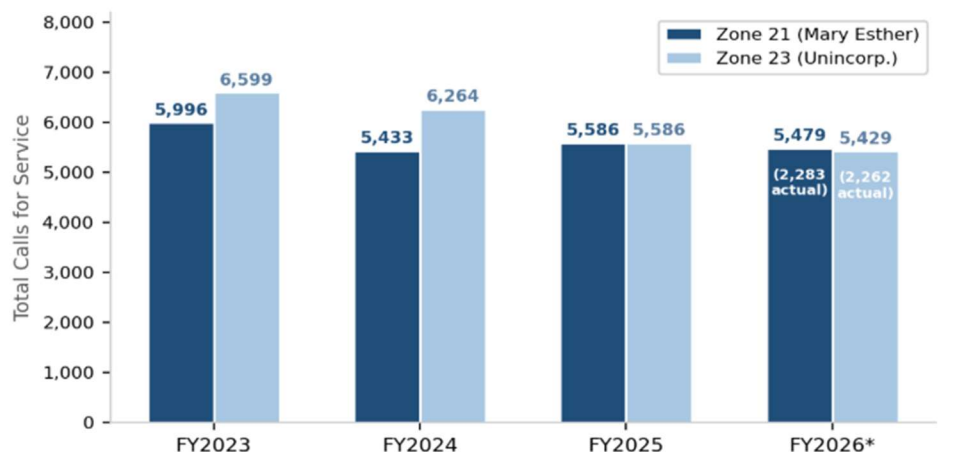


Figure 18. Property Crimes in the City of Mary Esther

DISPATCH CALLS

Although total dispatch calls in Mary Esther have declined modestly in recent years, the City continues to experience a disproportionately high level of law enforcement activity relative to its population. By FY2025, both Zone 21 and Zone 23 generated similar total call volumes, despite Zone 23 having nearly twice the population. **As a result, Mary Esther's per-capita calls for service have consistently remained approximately 1.9 to 2.1 times higher than those of the adjacent unincorporated area.** This elevated service demand reflects ongoing public safety challenges associated with concentrated commercial activity, aging development patterns, and land use conditions that contribute to crime and disorder. These conditions impair the efficient provision of law enforcement services and support a need for improved public safety outcomes. See [Figure](#) , [Table 12](#), and [Table 13](#) for additional information.



*FY2026 = Oct 2025–Feb 2026 (5 months); annualized for comparison. FY2025 spans old/new RMS systems.

Figure 19. Calls for Services, by FY

Table 12. Calls per FY, by Zone

Fiscal Year	Zone 21 CFS	Zone 23 CFS	Z21 per 1,000	Z23 per 1,000	Data System
FY2023 (full)	5,996	6,599	1,506	790	Old RMS
FY2024 (full)	5,433	6,264	1,364	750	Old RMS
FY2025 (full)	5,586	5,586	1,403	669	Old + New RMS
FY2026 (5 months)	2,283	2,262	1,375*	650*	New RMS

*FY2026 rates are annualized from 5 months of data (Oct 2025–Feb 2026) for comparison purposes. Per-capita rates use Zone 21 pop. 3,982 and Zone 23 pop. 8,354 (both 2020 Census; Zone 23 = Tract 231).

Table 13. Calls by Crime Category (April 2025 – February 2026)

Crime Category	Zone 21	Zone 23
Property Crime Calls	121	76
Violent Crime Calls	50	61
Total Crime Calls	171	137
Annualized Crime Rate per 1,000 Pop.	46.8	17.9
Property Crime Rate per 1,000	33.1	9.9
Violent Crime Rate per 1,000	13.7	8.0

*Note, the crime figures above are based on OCSO calls for service (CFS)—dispatch events logged in broad categories like “battery,” “theft,” and “disturbance.” Published crime rates from the FBI, FDLE, and other sources use Uniform Crime Reporting (UCR) definitions, which count only specific confirmed offenses: murder, rape, robbery, and aggravated assault for violent crime; burglary, larceny-theft, and motor vehicle theft for property crime. A CFS for “simple battery” or “harassment” would appear in our data but would not be counted as a UCR violent crime. As a result, the CFS-based rates will always appear higher than published UCR rates—not because crime is worse, but because the measurement is broader.

CODE VIOLATIONS

A review of code enforcement records for the proposed CRA identified a total of 16 documented code violations (from January 14, 2026 to February 19, 2026), indicating ongoing property maintenance, infrastructure, and public health concerns. Violations include issues related to unlawful or inadequate water and sewer connections, such as structures occupying properties without city water service and the need to seal sewer lines and manholes. Additional violations reflect property maintenance and environmental conditions, including litter, trash, debris accumulation, abandoned appliances, overgrown vegetation, and improper storage or abandonment of vehicles. The area also shows instances of unauthorized land use and occupancy, such as recreational vehicles used as permanent living quarters, vehicles used for storage, and prolonged parking of trailers or boats on public streets. Administrative and compliance issues, including business tax receipt violations, were also noted. Collectively, these conditions demonstrate challenges related to code compliance and neighborhood upkeep that are consistent with indicators of blight.



Figure 20. Vacant properties or properties that have experienced multiple code violations

CONCLUSION

The findings of this report support creating a Community Redevelopment Area in Mary Esther as a necessary and appropriate tool to address identified blighting conditions and unlock reinvestment. By creating a CRA and utilizing tax increment financing, the City can efficiently reinvest in critical infrastructure and public amenities, leverage private development interest, and coordinate land use, transportation and economic development strategies. Together, these actions will help revitalize underperforming areas, reinforce Mary Esther's identity as a vibrant, livable community and provide additional housing and services that support the region's economy and nearby military installations.



**MINUTES
REGULAR MEETING
of THE MARY ESTHER CITY COUNCIL
July 6, 2026 - 6:00 PM**

195 Christobal Road – North, Mary Esther, FL 32569

CITY COUNCIL PRESENT

Chris Stein, Mayor
April Sutton, Councilmember
Bernie Oder, Councilmember

Susan Coxwell, 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
Tyler Reed, Community Development Director

OTHERS PRESENT

Michael Rader, 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 to approve the agenda as presented. Councilmember Lawson initiated the motion, seconded by Mayor Pro Tem Coxwell. The motion passed unanimously.

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

6. SPECIAL PRESENTATIONS

6.1. Yard of the Month - July 2026

City Clerk Morris presented the yard-of-the-month submissions for July. There was some discussion among the council about the submissions. Mayor Stein asked for a motion to select 3 Caswell Circle as the Yard of the Month for July 2026 and 147 Brewer Circle as the Yard of the Month for August, with the 2 other nominations receiving honorable mentions. Mayor Pro Tem Coxwell initiated the motion, seconded by Councilmember Sutton. The motion passed unanimously.

RESULT:	PASSED (5-0)
MOVER:	Mayor Pro Tem Susan Coxwell
SECOND:	Councilmember April Sutton
AYES:	April Sutton, Susan Coxwell, Richard Lawson, Larry Carter, Bernie Oder
NAYS:	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 to approve the consent agenda as presented. Councilmember Sutton initiated the motion, seconded by Mayor Pro Tem Coxwell. The motion passed unanimously.

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

- 7.1. Minutes of the May 18th, 2026, Local Planning Agency Meeting
- 7.2. Minutes of the May 18th, 2026, Special Council Meeting
- 7.3. Minutes of the June 1st, 2026, Local Planning Agency Meeting
- 7.4. Minutes of the June 1st, 2026, Regular Council Meeting
- 7.5. Monthly Financial Report
- 7.6. Monthly Performance Report

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

- 8.1. **Chris Waggenspack - 23 E. Lane**
Chris Waggenspack, 23 E. Lane, did not attend the meeting.

9. PUBLIC COMMENT (NON-AGENDA ITEMS)

Patricia Ward, 147 Brewer Cir, discussed sending a letter to the city manager and code officer, reading what was sent into the record.

10. UNFINISHED BUSINESS

- 10.1. **Ordinance 2026-02: Electric Bicycles, Motorized Scooters, and Micromobility Devices**
Community Development Director Tyler Reed entered the staff report into the record and discussed Ordinance 2026-02 and the revisions from the previous first reading. Mayor Stein asked whether this ordinance would keep the city in line with the sheriff, and Community Development Director Reed stated it would. Councilmember Sutton asked if the governor's veto affects this ordinance, and Community Development Director Reed stated it would not. Mayor Stein asked City Clerk Morris to read the title of Ordinance 2026-02 into the record, to which he did.

ORDINANCE NO. 2026-02

AN ORDINANCE OF THE CITY OF MARY ESTHER, FLORIDA; CREATING ARTICLE V UNDER CHAPTER 18 OF THE MARY ESTHER CODE OF ORDINANCES, TITLED "ELECTRIC BICYCLES, MOTORIZED SCOOTERS, AND

MICROMOBILITY DEVICES”; AND PROVIDING FOR ENFORCEMENT, SEVERABILITY, CONFLICTS, CODIFICATIONS, AND 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 a first reading of Ordinance 2026-02 creating Article V of Chapter 18 of the Code of Ordinances to establish regulations governing electric bicycles, motorized scooters, and micromobility devices within the City of Mary Esther. Mayor Pro Tem Coxwell initiated the motion, seconded by Councilmember Carter. The motion passed unanimously.

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

10.2. Ordinance 2026-03: Election Date Change

City Clerk Dillon Morris presented Ordinance 2026-03 to the council for the second reading. Mayor Stein asked if there was any discussion. Hearing none, Mayor Stein asked City Clerk Morris to read the title of Ordinance 2026-03 into the record, to which he did.

ORDINANCE 2026-03

AN ORDINANCE OF THE CITY OF MARY ESTHER, FLORIDA, AMENDING THE CHARTER OF THE CITY OF MARY ESTHER; AMENDING SECTION 3.05 TITLED “ELECTION AND TERMS”; PROVIDING FOR CODIFICATION; PROVIDING FOR BALLOT QUESTION AND SUMMARY; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Stein asked for a motion to approve a second and final reading of Ordinance 2026-03 amending the charter of the city to change the regular election date to the first Tuesday after the first Monday in November of each even general election year. Councilmember Oder initiated the motion, seconded by Councilmember Lawson. The motion passed unanimously.

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

10.3. Ordinance 2026-04: Rezone Request for 180 Mary Esther Boulevard

Community Development Director Tyler Reed entered the staff report into the record and discussed the rezone request for 180 Mary Esther Boulevard. Mayor Stein asked if there was any discussion. Hearing none, Mayor Stein asked City Clerk Morris to read the title of Ordinance 2026-04 into the record, to which he did.

ORDINANCE 2026-04

AN ORDINANCE OF THE CITY OF MARY ESTHER, FLORIDA, AMENDING THE

ZONING MAP OF APPROXIMATELY ONE POINT SIX EIGHT (1.68) ACRES OF LAND GENERALLY LOCATED ON THE EAST SIDE OF MARY ESTHER BLVD. AND SOUTH OF HOLLYWOOD BLVD: FROM C-1 (LIMITED COMMERCIAL) TO C-2 (GENERAL COMMERCIAL); PROVIDING FOR LEGISLATIVE INTENT, IMPLEMENTING ACTIONS, A SAVINGS PROVISION, SCRIVENER'S ERRORS, CONFLICTS, AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Stein asked for a Motion to approve a second reading of an ordinance of the City of Mary Esther, Florida, amending the zoning map of approximately one point six eight (1.68) area of land generally located on the east side of Mary Esther Blvd. and south of Hollywood Blvd: from C-1 (limited commercial) to C-2 (general commercial); providing for legislative intent; implementing actions, a savings provision, scrivener's error, conflicts, and severability; and providing for an effective date. 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:	April Sutton, Susan Coxwell, Richard Lawson, Larry Carter, Bernie Oder
NAYS:	None

11. NEW BUSINESS

11.1. Resolution 26-12: Approval of FDEP Grant Agreement No. L0260 for Stormwater Drainage Improvements

City Manager Jared Cobb discussed the city receiving a grant for a ditch in the Scottsdale and Springdale neighborhoods and the agreement with FDEP. Mayor Stein asked if there was any discussion. Hearing none, Mayor Stein asked City Clerk Morris to read the title of Resolution 26-12 into the record, to which he did.

RESOLUTION NO. 26-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARY ESTHER, FLORIDA, APPROVING GRANT AGREEMENT NO. L0260 WITH THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR THE MARY ESTHER STORMWATER DRAINAGE IMPROVEMENTS PROJECT; AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Stein asked for a motion to adopt Resolution 26-12, approving FDEP Grant Agreement No. L0260 for the Mary Esther Stormwater Drainage Improvements project in the amount of \$250,000, and authorizing the Mayor to execute the agreement on behalf of the City. Councilmember Sutton initiated the motion, seconded by Mayor Pro Tem Coxwell. The motion passed unanimously.

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

NAYS:	None
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11.2. Consideration: 2026 Florida League of Cities Annual Conference Voting Delegate Selection

There was some discussion among the council about who would be the voting delegate for the city. Mayor Stein asked for a motion to select Councilmember Carter as the 2026 FLC Annual Conference Voting Delegate. Mayor Pro Tem Coxwell initiated the motion, seconded by Councilmember Sutton. The motion passed unanimously.

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

11.3. Discussion: Veterans Day Parade & Celebration — Event Operations Plan

City Manager Jared Cobb discussed the upcoming Veterans Day Parade and Celebration, the operations plan for the council to review the event process and gather feedback, upcoming work on the event, and the city float. Mayor Stein asked when construction on the big-box store would begin, with Community Development Director Tyler Reed stating there was no date yet. Councilmember Carter discussed potentially moving the parade route entirely to the mall property. There was some discussion among the council on route planning, road conditions, and the city float. Mike Rader, OCSO, and Jeff Wagner, OCWFD, answered the council's questions on this topic.

11.4. Discussion: Code and Blight issues

Councilmember April Sutton discussed code issues affecting local businesses and homes, namely trash, and asked that patrols be stepped up, following a similar discussion with the council in previous meetings. Mayor Pro Tem Coxwell agreed with Councilmember Sutton but also discussed keeping some businesses in the city cleaned up, Fort Walton Beach's quadrant sweeps, and whether the pictures presented are already known cases. City Manager Cobb answered Coxwell's question, noting the city's website portal. Councilmember Sutton discussed the issue of citizens not wanting to report the problems. City Manager Cobb asked whether the council wanted more code enforcement and whether the processing time is the issue. City Manager Cobb discussed some cities cutting grass after a certain amount of time and billing the citizen, and the city would look into it if the council wants. Councilmember Carter shared Councilmember Sutton's concern and discussed developing a process to identify corrective actions, Mary Esther's historic code enforcement profile, the magistrate, and the city to address the city's image, which may not reflect changes in code enforcement or property conditions. City Manager Cobb discussed presenting the current workflow for a property and asking if there is a priority for a certain type of violation. City Attorney Dykes added comments on codes that can restrict parking within front and side-yard setbacks. Councilmember Sutton discussed roads being blocked due to vehicles. There was some discussion on this topic among the council. Councilmember Oder discussed agreeing with addressing the issues, but also the state passing anti-anonymity laws pertaining to code complaints, and complaints should not only be filed by councilmembers on citizens' behalf; a hoarding house problem and outside groups helping clean the issues and issues with limited manpower options, and ADA problems with blocking the sidewalks. Mayor Pro Tem Coxwell discussed Fort Walton Beach posting signs stating "no vagrancy," and City Attorney Dykes stated that the city can draw on solutions from other cities. There was discussion on council on the timeline of procedures for code enforcement and the fee structure. City Manager Cobb discussed bringing a cost-recovery item to the August regular meeting, along with the list of items the council discussed that night. Councilmember Oder discussed having some flexibility in the process to accommodate the code officer's future time-off requests.

11.5. Discussion: Citizens Appearing Before the Council Policy

Councilmember Carter discussed wanting problems resolved before being brought to the council, with the city vetting citizens' requests to speak with the appropriate departments before coming to the council and requiring that requests be turned in 10 days before the meeting. There was some discussion among the council on this topic, with the consensus being 10 business days. City Attorney Dykes suggested bringing the language back as a policy and resolution in the next council meeting.

12. COUNCILS' STANDING COMMITTEE STATUS REPORTS

Councilmember Sutton wished Mayor Stein a happy birthday, having lunch with the lieutenant governor and Representative Patt Maney.

Mayor Pro Tem Coxwell asked if there was any more information about the hospice trees program, with the council putting her in charge of the program.

Councilmember Lawson had no additional comments.

Mayor Stein discussed the upcoming Veterans Day parade meeting and the Yard of the Month.

Councilmember Carter asked for an update on the status of the new city hall. There was discussion among the council on this topic. Councilmember Carter asked how citizens are informed about the budget process, with City Manager Cobb stating that they are notified through the council meeting notices, the public workshop, and two public hearings. Councilmember Carter asked whether the school board had discussed selling the school building to the city, with City Manager Cobb stating he attended the proposals meeting, but the school district is going with an official broker.

Councilmember Oder discussed attending the unveiling of the new ladder truck (see attachments), the upcoming property tax discussion and how cities are informing citizens, and further discussed City Hall, the legal procedures, and how long they have taken. There was further discussion among the council about the city hall.

13. OTHER COMMENTS

City Attorney Hayward Dykes had no additional comments.

City Clerk Dillon Morris reminded council to check their mailboxes and complete their cybersecurity and ethics training, and discussed when they would like to hold the Azalea Park ribbon cutting, with the date and time set for July 27th at 9:00 a.m.

City Manager Jared Cobb had no additional comments.

14. ADJOURN

The council meeting adjourned at 7:37 p.m.

**Minutes approved at the _____
meeting.**

Dillon Morris, City Clerk



















**MINUTES
SPECIAL MEETING
of THE MARY ESTHER CITY COUNCIL
July 20, 2026 - 6:00 PM**

195 Christobal Road – North, Mary Esther, FL 32569

CITY COUNCIL PRESENT

Chris Stein, Mayor
April Sutton, Councilmember (Virtual)
Bernie Oder, Councilmember

Susan Coxwell, Mayor Pro Tem
Larry Carter, Councilmember
Richard Lawson, Councilmember

CITY STAFF PRESENT

Jared Cobb, City Manager
Hayward Dykes, City Attorney (Virtual)
Dillon Morris, City Clerk

Heather Day, Finance Director
Kelvin Cherry, Code Compliance Officer
Shawn Lindsey, Public Works Director
Hunter Murphey, Library Director

OTHERS PRESENT

Michael Rader, OSCO Captain

1. INVOCATION

No invocation was given.

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. Mayor Stein asked for a motion for Councilmember Sutton to participate virtually. /Mayor Pro Tem Coxwell initiated the motion, seconded by Councilmember Carter. The motion passed unanimously.

RESULT:	PASSED (4-0)
MOVER:	Mayor Pro Tem Susan Coxwell
SECOND:	Councilmember Larry Carter
AYES:	Susan Coxwell, Richard Lawson, Larry Carter, Bernie Oder
NAYS:	None

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 to approve the agenda as presented. Mayor Pro Tem Coxwell initiated the motion, seconded by Councilmember Lawson. The motion passed unanimously.

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

6. NEW BUSINESS

6.1. Discussion: FY 2027 Comprehensive Plan Annual Review and FY 2027 Annual Objectives

City Manager Jared Cobb led the discussion of the FY 2027 Comprehensive Plan Annual Review. City Manager Cobb discussed the staff progress report, the adopted strategic plan, the capital improvements plan, possible planned amendments, city accomplishments, transportation, housing, infrastructure, public school facilities, and legislative changes. He continued discussing the upcoming and accomplished objectives, mentioning the "finding of necessity", farmers market, land development code amendments, infrastructure, the parks plan, financial sustainability, community connectivity and public safety, online permitting system, citizen request tracking system, and the work order and asset management system. Councilmember Sutton asked about automated meters, with City Manager Cobb providing clarification. Mayor Stein asked if there was any further discussion. Hearing none, Mayor Stein asked for a motion to accept the FY 2026 Staff Progress Report as the annual Comprehensive Plan review, approve the proposed FY 2027 Annual Objectives, and direct that future annual Comprehensive Plan reviews be consolidated with the Strategic Workshop held in April of each year. Mayor Pro Tem Coxwell initiated the motion, seconded by Councilmember Carter. The motion passed unanimously.

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

6.2. Discussion: Proposed FY 2027 Budget and 5-Year Capital Improvement Plan

City Manager Jared Cobb led the discussion of the proposed FY 2027 Budget and 5-Year Capital Improvement Plan. City Manager Cobb discussed the new budget document, the current budget proposal, capital project funding, the tax rate, the general fund spending, priorities for the year, healthcare proposals, property insurance, and general fund and natural disaster reserve projections. He continued on discussing the community, an overview of the budget, general fund costs, how the budget is built and passed, how the tax bill is calculated, the funds summary, the general fund, and the operating deficit. Councilmember Sutton discussed not liking passing a budget with a deficit for a second year. City Manager Cobb discussed the current actions taken to combat the deficit. The council further discussed possible solutions, with Library Director Hunter Murphy answering some questions.

6.3. Consideration: Proposed FY 2027 Tentative Millage Rate and Public Hearing Dates

City Manager Jared Cobb led the discussion of the proposed FY 2027 tentative millage rate and public hearing dates. City Manager Cobb discussed the certified gross taxable value, the current millage rate, and the scheduled public hearings. Mayor Stein asked if the council wished to discuss the topic further. Hearing none, Mayor Stein asked for a motion to set the tentative FY 2027 millage rate at 5.0261 mills and to schedule the first public hearing on the tentative budget and millage for September 8, 2026, at 6:00 p.m. and the final public hearing for September 21, 2026, at 6:00 p.m., both at City Hall, 195 Christobal Road – North; and to authorize staff to complete and certify Form DR-420 to the Property Appraiser. The current year rollback rate is 5.1268 mills, which is higher than the proposed tentative millage rate of 5.0261. Mayor Pro Tem Coxwell initiated the motion, seconded by Councilmember Oder. The motion passed unanimously.

RESULT:	PASSED (5-0)
MOVER:	Mayor Pro Tem Susan Coxwell

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

7. ADJOURN

The council discussed the upcoming ribbon-cutting for Azalea Park. The council meeting adjourned at 7:00 p.m.

**Minutes approved at the _____
meeting.**

Dillon Morris, City Clerk



City of Mary Esther
Cash and Investment Balances
as of June 30, 2026

BMS Account	GENERAL FUND BANK	Summary of Investments	Fund	INTEREST RATE	Purpose of Acct.
		6/30/2026			
101251	FNBT BANK	\$164,800.00	410	0.00%	Cust. Utility Deposits Acct.
104300	GEN FUND FLORIDA PRIME	\$2,534,303.93	1	3.83%	GF Savings/Investment
104400	W/S FUND FLORIDA PRIME	\$366,935.80	410	3.83%	W/S Savings/Investment
101001	FNBT BANK	\$13,259,580.75	1 & 410	3.85%	Operating Acct.
101210	FNBT BANK	\$0.00	1	0.00%	Payroll Account
101001	FNBT BANK	\$5,144.70	1	0.00%	HRA Account
101001	FNBT BANK	\$1,756,420.77	1 & 410	3.85%	Money Market Account
104301	FLCLASS	\$569,118.99	1	3.71%	GF Investment
104302	AMERIS BANK	\$6,582.03	1	0.00%	GF Investment
		\$18,662,886.97			

FY25-26 ESTIMATED BEGINNING GENERAL FUND UNRESTRICTED CASH	\$6,281,077
FY2026 Budget deficit	(\$2,298,674)
Less Budget Resolution 26-05	(\$721,861)

ESTIMATED GENERAL FUND TOTAL UNRESTRICTED CASH	\$3,260,542
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FY25-26 ESTIMATED BEGINNING W/S FUND UNRESTRICTED CASH	\$6,590,693
FY2026 Budget deficit	(\$298,791)

ESTIMATED W/S FUND TOTAL UNRESTRICTED CASH	\$6,291,902
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FY 25-26 ESTIMATED BEGINNING DISCRETIONARY SALES SURTAX REVENUE FUND	\$2,001,863
FY2026 Revenues	\$570,000
FY2026 Expenditures	(\$2,359,035.00)

ESTIMATED DISCRETIONARY SALES SURTAX FUND BALANCE	\$212,828
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GRAND TOTAL ALL FUNDS:	\$9,765,272
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RESTRICTED REVENUES:

IMPACT FEE REVENUE AVAILABLE FOR RELATED EXPENSES	
Fire Protection	\$4,132
Law Enforcement	\$14,760
Stormwater	\$44,965
Transportation	\$77,353
Parks & Recreation	\$37,500
Water & Sewer	\$14,156
TOTAL	\$192,866

OTHER RESTRICTED REVENUE	
Committed to natural disaster relief	\$2,127,498
TOTAL	\$2,127,498

TOTAL RESTRICTED REVENUES	\$2,320,364
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City of Mary Esther, FL

Budget vs Actuals

Account Summary

For Fiscal: 2025-2026 Period Ending: 06/30/2026

		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	2,287,397.00	2,287,397.00	30,215.13	2,264,226.80	2,264,226.80	23,170.20
001-00-311200	AD VALOREM TAXES-DELO	65,000.00	65,000.00	58,645.17	58,645.17	58,645.17	6,354.83
001-00-312130	TOURIST DEVELOPMENT TAX	546,061.00	546,061.00	0.00	0.00	0.00	546,061.00
001-00-312410	FIRST LOCAL OPTION FUEL TAX	185,000.00	185,000.00	16,662.49	119,570.77	119,570.77	65,429.23
001-00-314100	UTILITY TAXES-ELECTRIC	235,000.00	235,000.00	18,146.56	148,883.54	148,883.54	86,116.46
001-00-314200	UTILITY TAXES-COMMUNICATION SE...	200,000.00	200,000.00	17,200.87	152,751.67	152,751.67	47,248.33
001-00-314300	UTILITY TAXES-WATER	130,000.00	130,000.00	11,379.66	100,419.46	100,419.46	29,580.54
001-00-314400	UTILITY TAXES-GAS	43,000.00	43,000.00	2,797.03	36,490.13	36,490.13	6,509.87
001-00-314800	UTILITY TAXES -PROPANE GAS	200.00	200.00	0.00	36.54	36.54	163.46
001-00-316010	BUSINESS TAX - PENALTY INT	900.00	900.00	75.00	2,510.50	2,510.50	-1,610.50
001-00-316100	BUSINESS TAX	99,000.00	99,000.00	437.50	28,220.00	28,220.00	70,780.00
001-00-322000	BUILDING PERMITS	100,000.00	100,000.00	22.00	6,579.23	6,579.23	93,420.77
001-00-323100	ELECTRICITY FRANCHISE FEES	210,000.00	210,000.00	14,021.39	104,270.47	104,270.47	105,729.53
001-00-323400	GAS FRANCHISE FEES	40,000.00	40,000.00	0.00	30,320.45	30,320.45	9,679.55
001-00-324120	IMPACT FEES-FIRE PROTECTION	0.00	0.00	0.00	2,788.50	2,788.50	-2,788.50
001-00-324125	IMPACT FEES-LAW ENFORCEMENT	0.00	0.00	0.00	1,828.00	1,828.00	-1,828.00
001-00-329050	TRACKING FEES	2,000.00	2,000.00	120.00	2,400.00	2,400.00	-400.00
001-00-335120	STATE REVENUE SHARING PROCEEDS	198,000.00	198,000.00	17,100.67	157,368.30	157,368.30	40,631.70
001-00-335150	ALCOHOLIC BEVERAGE LICENSES	500.00	500.00	0.00	636.28	636.28	-136.28
001-00-335180	LOCAL GOVERNMENT 1/2 SALES TAX	515,000.00	515,000.00	43,471.76	296,942.79	296,942.79	218,057.21
001-00-338200	INTERGOV REV-COUNTY BUSINESS TAX	3,000.00	3,000.00	39.61	1,822.27	1,822.27	1,177.73
001-00-338210	INTERGOV REV - LIBRARY COOP	66,000.00	66,000.00	16,320.50	65,282.00	65,282.00	718.00
001-00-341200	ZONING FEES	0.00	0.00	25.00	325.00	325.00	-325.00
001-00-341901	FIRE DEPARTMENT FEES	14,000.00	14,000.00	-13.50	7,859.50	7,859.50	6,140.50
001-00-341902	NOTARY FEE REVENUE	0.00	0.00	0.00	10.00	10.00	-10.00
001-00-341910	PLAN REVIEW	0.00	0.00	15.00	2,463.34	2,463.34	-2,463.34
001-00-341920	SITE INSPECTION	0.00	0.00	79.00	259.50	259.50	-259.50
001-00-342510	FINAL INSPECTION	500.00	500.00	30.00	1,070.00	1,070.00	-570.00
001-00-342910	IMPACT FEE- STORMWATER	0.00	0.00	0.00	2,200.00	2,200.00	-2,200.00
001-00-343800	CEMETERY FEES	0.00	0.00	0.00	250.00	250.00	-250.00
001-00-344210	BOAT LAUNCH DAILY PERMIT	0.00	0.00	0.00	70.00	70.00	-70.00
001-00-344220	BOAT LAUNCH ANNUAL PERMIT	500.00	500.00	0.00	0.00	0.00	500.00
001-00-344901	FLORIDA DOT	63,169.00	63,169.00	23,169.47	43,864.11	43,864.11	19,304.89
001-00-344910	IMPACT FEE- TRANSPORTATION	0.00	0.00	0.00	7,175.50	7,175.50	-7,175.50
001-00-347210	IMPACT FEE- PARKS & RECREATION	0.00	0.00	0.00	600.00	600.00	-600.00
001-00-349100	LIEN SEARCH FEE	1,500.00	1,500.00	160.00	1,610.00	1,610.00	-110.00
001-00-351100	COURT FINES	6,000.00	6,000.00	190.08	2,845.11	2,845.11	3,154.89
001-00-352000	LIBRARY FINES/LOST BOOKS	1,500.00	1,500.00	187.75	1,388.75	1,388.75	111.25
001-00-354100	VIOLATION OF LOCAL ORDINANCE	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-00-361000	INTEREST AND OTHER EARNINGS	0.00	0.00	0.79	7.21	7.21	-7.21
001-00-361100	INTEREST INCOME	200,000.00	200,000.00	28,045.50	256,809.37	256,809.37	-56,809.37
001-00-364400	SALE OF EQUIPMENT	0.00	0.00	0.00	3,211.00	3,211.00	-3,211.00
001-00-365100	SCRAP SALES	0.00	0.00	0.00	558.99	558.99	-558.99
001-00-366010	DONATIONS & CONTRIBUTIONS LIBR...	5,700.00	5,700.00	0.00	0.00	0.00	5,700.00
001-00-369900	MISCELLANEOUS REVENUE - OTHER	0.00	0.00	1,238.51	7,570.60	7,570.60	-7,570.60
001-00-381000	INTERFUND TRANSFER	2,438,889.00	2,438,889.00	0.00	0.00	0.00	2,438,889.00
001-00-384100	CDBG ADMINISTRATION	0.00	0.00	0.00	3,000.00	3,000.00	-3,000.00
001-00-389200	GRANTS - FEDERAL	0.00	0.00	0.00	2,862.50	2,862.50	-2,862.50

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 06/30/2026

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-00-389400 GRANTS - OTHER SOURCES	680,000.00	680,000.00	0.00	5,000.00	5,000.00	675,000.00
Department: 00 - UNDESIGNATED Total:	8,338,816.00	8,338,816.00	299,782.94	3,933,003.35	3,933,003.35	4,405,812.65
Revenue Total:	8,338,816.00	8,338,816.00	299,782.94	3,933,003.35	3,933,003.35	4,405,812.65

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 06/30/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense							
Department: 11 - MAYOR AND CITY COUNCIL							
Activity: 51100 - LEGISLATIVE							
001-11-51100-1210	SALARIES	26,400.00	26,400.00	1,850.00	16,650.00	16,650.00	9,750.00
001-11-51100-2110	SOCIAL SECURITY TAXES	1,637.00	1,637.00	114.70	1,032.30	1,032.30	604.70
001-11-51100-2410	WORKER'S COMPENSATION	600.00	600.00	0.00	268.41	268.41	331.59
001-11-51100-3000	MEDICARE INSURANCE	383.00	383.00	26.85	241.65	241.65	141.35
001-11-51100-3100	PROFESSIONAL SERVICES	11,000.00	11,000.00	0.00	1,646.83	1,646.83	9,353.17
001-11-51100-4010	TRAVEL & PER DIEM	16,700.00	16,700.00	560.26	5,404.70	5,404.70	11,295.30
001-11-51100-4655	COMPUTER HARDWARE & SOFTWARE...	500.00	500.00	0.00	0.00	0.00	500.00
001-11-51100-4810	TROPHIES AND AWARDS	800.00	800.00	0.00	0.00	0.00	800.00
001-11-51100-4930	TRAINING	4,500.00	4,500.00	0.00	750.00	750.00	3,750.00
001-11-51100-4940	ELECTION EXPENSES	3,000.00	3,000.00	0.00	2,510.24	2,510.24	489.76
001-11-51100-5110	OFFICE SUPPLIES	300.00	300.00	0.00	98.97	98.97	201.03
001-11-51100-5280	LEAGUE OF CITIES DINNERS	7,650.00	7,650.00	0.00	237.00	237.00	7,413.00
001-11-51100-5290	OPERATING SUPPLIES	1,504.00	1,504.00	75.00	1,374.63	1,374.63	129.37
001-11-51100-5410	BOOKS, PUBS, SUBS & MEMBS	4,867.00	4,867.00	0.00	4,832.00	4,832.00	35.00
Activity: 51100 - LEGISLATIVE Total:		79,841.00	79,841.00	2,626.81	35,046.73	35,046.73	44,794.27
Department: 11 - MAYOR AND CITY COUNCIL Total:		79,841.00	79,841.00	2,626.81	35,046.73	35,046.73	44,794.27
Department: 12 - CITY MANAGER							
Activity: 51200 - EXECUTIVE							
001-12-51200-1210	SALARIES	183,509.00	183,509.00	13,789.62	131,752.90	131,752.90	51,756.10
001-12-51200-2110	SOCIAL SECURITY TAXES	11,378.00	11,378.00	855.72	8,175.53	8,175.53	3,202.47
001-12-51200-2210	RETIREMENT	25,691.00	25,691.00	1,932.21	18,460.38	18,460.38	7,230.62
001-12-51200-2310	EMPLOYEE INSURANCE	26,697.00	26,697.00	2,110.02	21,520.70	21,520.70	5,176.30
001-12-51200-2410	WORKER'S COMPENSATION	170.00	170.00	0.00	75.99	75.99	94.01
001-12-51200-3000	MEDICARE INSURANCE	2,661.00	2,661.00	200.13	1,912.13	1,912.13	748.87
001-12-51200-4010	TRAVEL & PER DIEM	4,500.00	4,500.00	0.00	584.72	584.72	3,915.28
001-12-51200-4110	TELEPHONE & INTERNET	360.00	360.00	0.00	0.00	0.00	360.00
001-12-51200-4930	TRAINING	3,000.00	3,000.00	0.00	50.00	50.00	2,950.00
001-12-51200-5290	OPERATING SUPPLIES	2,000.00	2,000.00	83.49	865.88	865.88	1,134.12
001-12-51200-5410	BOOKS, PUBS, SUBS & MEMBS	1,500.00	1,500.00	1,030.40	1,427.40	1,427.40	72.60
Activity: 51200 - EXECUTIVE Total:		261,466.00	261,466.00	20,001.59	184,825.63	184,825.63	76,640.37
Department: 12 - CITY MANAGER Total:		261,466.00	261,466.00	20,001.59	184,825.63	184,825.63	76,640.37
Department: 13 - ADMINISTRATIVE SERVICES							
Activity: 51300 - FINANCE							
001-13-51300-1210	SALARIES	78,116.00	78,116.00	5,820.16	57,037.56	57,037.56	21,078.44
001-13-51300-2110	SOCIAL SECURITY TAXES	4,843.00	4,843.00	360.88	3,536.60	3,536.60	1,306.40
001-13-51300-2210	RETIREMENT	10,936.00	10,936.00	746.84	7,318.96	7,318.96	3,617.04
001-13-51300-2310	EMPLOYEE INSURANCE	16,995.00	16,995.00	1,416.91	14,169.12	14,169.12	2,825.88
001-13-51300-2410	WORKER'S COMPENSATION	70.00	70.00	0.00	35.79	35.79	34.21
001-13-51300-3000	MEDICARE INSURANCE	1,133.00	1,133.00	84.41	827.33	827.33	305.67
001-13-51300-3210	ACCOUNTING AND AUDITING	28,500.00	28,500.00	0.00	26,005.00	26,005.00	2,495.00
001-13-51300-4010	TRAVEL & PER DIEM	4,000.00	4,000.00	784.28	1,598.67	2,713.67	1,286.33
001-13-51300-4710	PRINTING & BINDING	1,900.00	1,900.00	0.00	446.01	446.01	1,453.99
001-13-51300-4906	OTHER CHARGES	0.00	0.00	50.70	50.70	50.70	-50.70
001-13-51300-4921	BANK FEES	1,000.00	1,000.00	35.00	563.09	563.09	436.91
001-13-51300-4930	TRAINING	2,500.00	2,500.00	0.00	1,450.00	1,450.00	1,050.00
001-13-51300-4946	LEGAL & RETAIL ADVERTISEMENTS	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
001-13-51300-5290	OPERATING SUPPLIES	1,100.00	1,100.00	20.70	124.70	124.70	975.30
001-13-51300-5410	BOOKS, PUBS, SUBS & MEMBS	855.00	855.00	0.00	145.00	145.00	710.00
Activity: 51300 - FINANCE Total:		153,448.00	153,448.00	9,319.88	113,308.53	114,423.53	39,024.47
Activity: 51310 - HUMAN RESOURCES							
001-13-51310-1210	SALARIES	14,238.00	14,238.00	1,036.94	9,902.89	9,902.89	4,335.11
001-13-51310-2110	SOCIAL SECURITY TAXES	883.00	883.00	64.28	613.89	613.89	269.11
001-13-51310-2210	RETIREMENT	1,993.00	1,993.00	145.18	1,386.43	1,386.43	606.57
001-13-51310-2220	RETIRED EMPLOYEE LIFE INSURANCE	900.00	900.00	55.80	558.00	558.00	342.00
001-13-51310-2230	RETIRED EMPLOYEE DENTAL INSURA...	4,660.00	4,660.00	327.80	3,310.78	3,310.78	1,349.22

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 06/30/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-13-51310-2310	EMPLOYEE INSURANCE	3,020.00	3,020.00	246.61	2,466.04	2,466.04	553.96
001-13-51310-2410	WORKER'S COMPENSATION	20.00	20.00	0.00	8.94	8.94	11.06
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	206.00	206.00	15.03	143.51	143.51	62.49
001-13-51310-3100	PROFESSIONAL SERVICES	13,645.00	13,645.00	4,250.00	9,554.46	9,554.46	4,090.54
001-13-51310-4010	TRAVEL & PER DIEM	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
001-13-51310-4015	RECRUITMENT	2,500.00	2,500.00	852.00	1,755.12	1,755.12	744.88
001-13-51310-4540	EMPLOYEE APPRECIATION	7,500.00	7,500.00	218.40	3,617.70	3,617.70	3,882.30
001-13-51310-4710	PRINTING & BINDING	900.00	900.00	0.00	0.00	0.00	900.00
001-13-51310-4930	TRAINING	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
001-13-51310-4934	TUITION	36,750.00	36,750.00	0.00	9,177.84	9,177.84	27,572.16
001-13-51310-4946	LEGAL & RETAIL ADVERTISEMENTS	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
001-13-51310-5290	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	0.00	500.00
001-13-51310-5410	BOOKS, PUBS, SUBS & MEMBS	750.00	750.00	0.00	299.00	299.00	451.00
Activity: 51310 - HUMAN RESOURCES Total:		98,965.00	98,965.00	7,212.04	42,794.60	42,794.60	56,170.40
Activity: 51610 - INFORMATION TECHNOLOGY							
001-13-51610-3100	PROFESSIONAL SERVICES	38,500.00	38,500.00	1,322.29	18,549.08	27,080.03	11,419.97
001-13-51610-4110	TELEPHONE & INTERNET	27,140.00	27,140.00	1,070.04	10,753.76	10,753.76	16,386.24
001-13-51610-4655	COMPUTER HARDWARE & SOFTWARE...	98,371.00	98,371.00	300.00	68,352.60	68,919.60	29,451.40
001-13-51610-4660	COPIER MAINTENANCE	10,040.00	10,040.00	608.72	3,953.40	7,223.40	2,816.60
001-13-51610-6400	COMPUTER SOFTWARE & EQUIPMENT	40,000.00	40,000.00	0.00	9,000.00	9,000.00	31,000.00
Activity: 51610 - INFORMATION TECHNOLOGY Total:		214,051.00	214,051.00	3,301.05	110,608.84	122,976.79	91,074.21
Department: 13 - ADMINISTRATIVE SERVICES Total:		466,464.00	466,464.00	19,832.97	266,711.97	280,194.92	186,269.08
Department: 14 - CITY ATTORNEY							
Activity: 51400 - LEGAL							
001-14-51400-3111	LEGAL COUNSEL	65,000.00	65,000.00	4,200.00	38,426.45	38,426.45	26,573.55
Activity: 51400 - LEGAL Total:		65,000.00	65,000.00	4,200.00	38,426.45	38,426.45	26,573.55
Department: 14 - CITY ATTORNEY Total:		65,000.00	65,000.00	4,200.00	38,426.45	38,426.45	26,573.55
Department: 16 - CITY CLERK							
Activity: 51600 - NON-COURT INFORMATION SYSTEMS							
001-16-51600-1210	SALARIES	82,340.00	82,340.00	6,177.49	59,382.96	59,382.96	22,957.04
001-16-51600-2110	SOCIAL SECURITY TAXES	5,105.00	5,105.00	383.00	3,681.71	3,681.71	1,423.29
001-16-51600-2210	RETIREMENT	11,528.00	11,528.00	864.85	8,313.60	8,313.60	3,214.40
001-16-51600-2310	EMPLOYEE INSURANCE	15,100.00	15,100.00	1,228.39	12,229.11	12,229.11	2,870.89
001-16-51600-2410	WORKER'S COMPENSATION	100.00	100.00	0.00	44.73	44.73	55.27
001-16-51600-3000	MEDICARE INSURANCE	1,194.00	1,194.00	89.58	861.13	861.13	332.87
001-16-51600-3100	PROFESSIONAL SERVICES	2,350.00	2,350.00	99.97	855.53	1,155.42	1,194.58
001-16-51600-4010	TRAVEL & PER DIEM	3,150.00	3,150.00	857.50	2,276.15	2,276.15	873.85
001-16-51600-4510	NOTARY INSURANCE	150.00	150.00	0.00	0.00	0.00	150.00
001-16-51600-4522	VEHICLE INSURANCE	500.00	500.00	0.00	430.00	430.00	70.00
001-16-51600-4610	VEHICLE R & M	500.00	500.00	212.70	1,307.99	1,332.78	-832.78
001-16-51600-4930	TRAINING	2,000.00	2,000.00	0.00	1,561.00	1,561.00	439.00
001-16-51600-4946	LEGAL & RETAIL ADVERTISEMENTS	2,000.00	2,000.00	0.00	331.85	331.85	1,668.15
001-16-51600-5110	OFFICE SUPPLIES	850.00	850.00	0.00	112.99	112.99	737.01
001-16-51600-5210	FUEL, OIL & LUBRICANTS	1,000.00	1,000.00	140.73	555.02	555.02	444.98
001-16-51600-5290	OPERATING SUPPLIES	1,300.00	1,300.00	374.00	590.00	590.00	710.00
001-16-51600-5410	BOOKS, PUBS, SUBS & MEMBS	800.00	800.00	0.00	195.00	195.00	605.00
001-16-51600-5416	CODIFICATION	3,500.00	3,500.00	0.00	2,579.36	2,579.36	920.64
Activity: 51600 - NON-COURT INFORMATION SYSTEMS Total:		133,467.00	133,467.00	10,428.21	95,308.13	95,632.81	37,834.19
Department: 16 - CITY CLERK Total:		133,467.00	133,467.00	10,428.21	95,308.13	95,632.81	37,834.19
Department: 19 - GENERAL GOVERNMENT SERVICE DEPT.							
Activity: 51900 - GENERAL GOVERNMENT							
001-19-51900-4100	POSTAGE & SHIPPING	0.00	0.00	0.00	20.50	20.50	-20.50
Activity: 51900 - GENERAL GOVERNMENT Total:		0.00	0.00	0.00	20.50	20.50	-20.50
Department: 19 - GENERAL GOVERNMENT SERVICE DEPT. Total:		0.00	0.00	0.00	20.50	20.50	-20.50

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 06/30/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Department: 20 - PUBLIC SAFETY							
Activity: 52100 - LAW ENFORCEMENT							
001-20-52100-3405	CONTRACT FOR SERVICES	321,061.00	321,061.00	26,755.09	240,795.73	240,795.73	80,265.27
Activity: 52100 - LAW ENFORCEMENT Total:		321,061.00	321,061.00	26,755.09	240,795.73	240,795.73	80,265.27
Activity: 52200 - FIRE							
001-20-52200-3405	CONTRACT FOR SERVICES	1,183,323.00	1,183,323.00	0.00	591,661.36	591,661.36	591,661.64
Activity: 52200 - FIRE Total:		1,183,323.00	1,183,323.00	0.00	591,661.36	591,661.36	591,661.64
Department: 20 - PUBLIC SAFETY Total:		1,504,384.00	1,504,384.00	26,755.09	832,457.09	832,457.09	671,926.91
Department: 30 - COMMUNITY DEVELOPMENT							
Activity: 51500 - PLANNING AND ZONING							
001-30-51500-1210	SALARIES	109,256.00	109,256.00	7,928.28	75,236.68	75,236.68	34,019.32
001-30-51500-2110	SOCIAL SECURITY TAXES	6,774.00	6,774.00	491.56	4,664.76	4,664.76	2,109.24
001-30-51500-2210	RETIREMENT	15,296.00	15,296.00	928.65	8,762.52	8,762.52	6,533.48
001-30-51500-2310	EMPLOYEE INSURANCE	21,140.00	21,140.00	1,729.17	17,291.70	17,291.70	3,848.30
001-30-51500-2410	WORKER'S COMPENSATION	320.00	320.00	0.00	31.32	31.32	288.68
001-30-51500-3000	MEDICARE INSURANCE	1,584.00	1,584.00	114.99	1,091.17	1,091.17	492.83
001-30-51500-3100	PROFESSIONAL SERVICES	115,000.00	115,000.00	6,600.00	16,900.00	26,500.00	88,500.00
001-30-51500-4010	TRAVEL & PER DIEM	2,900.00	2,900.00	0.00	1,606.56	1,606.56	1,293.44
001-30-51500-4522	VEHICLE INSURANCE	290.00	290.00	0.00	0.00	0.00	290.00
001-30-51500-4930	TRAINING	0.00	0.00	0.00	275.00	275.00	-275.00
001-30-51500-4946	LEGAL & RETAIL ADVERTISEMENTS	7,500.00	7,500.00	996.51	1,509.87	1,509.87	5,990.13
001-30-51500-5110	OFFICE SUPPLIES	150.00	150.00	0.00	0.00	0.00	150.00
001-30-51500-5410	BOOKS, PUBS, SUBS & MEMBS	1,897.00	1,897.00	0.00	740.00	740.00	1,157.00
Activity: 51500 - PLANNING AND ZONING Total:		282,107.00	282,107.00	18,789.16	128,109.58	137,709.58	144,397.42
Activity: 52400 - CODE COMPLIANCE							
001-30-52400-1210	SALARIES	60,768.00	60,768.00	4,587.45	44,611.31	44,611.31	16,156.69
001-30-52400-2110	SOCIAL SECURITY TAXES	3,768.00	3,768.00	284.45	2,766.01	2,766.01	1,001.99
001-30-52400-2210	RETIREMENT	8,508.00	8,508.00	332.02	3,175.51	3,175.51	5,332.49
001-30-52400-2310	EMPLOYEE INSURANCE	12,080.00	12,080.00	996.56	9,965.60	9,965.60	2,114.40
001-30-52400-2410	WORKER'S COMPENSATION	710.00	710.00	0.00	1,068.21	1,068.21	-358.21
001-30-52400-3000	MEDICARE INSURANCE	881.00	881.00	66.52	646.86	646.86	234.14
001-30-52400-4010	TRAVEL & PER DIEM	1,250.00	1,250.00	0.00	721.45	721.45	528.55
001-30-52400-4110	TELEPHONE & INTERNET	540.00	540.00	29.40	235.20	235.20	304.80
001-30-52400-4522	VEHICLE INSURANCE	350.00	350.00	0.00	408.00	408.00	-58.00
001-30-52400-4610	VEHICLE R & M	3,000.00	3,000.00	162.50	1,057.51	1,082.30	1,917.70
001-30-52400-4612	FURNITURE/EQUIP. R & M	500.00	500.00	0.00	0.00	0.00	500.00
001-30-52400-4710	PRINTING & BINDING	100.00	100.00	0.00	0.00	0.00	100.00
001-30-52400-4906	OTHER CHARGES	0.00	0.00	0.00	18.50	18.50	-18.50
001-30-52400-4930	TRAINING	1,700.00	1,700.00	0.00	0.00	0.00	1,700.00
001-30-52400-5110	OFFICE SUPPLIES	200.00	200.00	0.00	14.99	14.99	185.01
001-30-52400-5210	FUEL, OIL, & LUBRICANTS	1,500.00	1,500.00	74.46	205.76	205.76	1,294.24
001-30-52400-5220	UNIFORMS	500.00	500.00	0.00	24.00	24.00	476.00
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	150.00	150.00	0.00	31.26	31.26	118.74
001-30-52400-5410	BOOKS, PUBS, SUBS & MEMBS	585.00	585.00	0.00	259.43	259.43	325.57
Activity: 52400 - CODE COMPLIANCE Total:		97,190.00	97,190.00	6,533.36	65,209.60	65,234.39	31,955.61
Activity: 52410 - BUILDING							
001-30-52410-1210	SALARIES	51,170.00	51,170.00	3,826.61	36,584.67	36,584.67	14,585.33
001-30-52410-2110	SOCIAL SECURITY TAXES	3,173.00	3,173.00	237.21	2,268.08	2,268.08	904.92
001-30-52410-2210	RETIREMENT	7,164.00	7,164.00	398.71	3,789.48	3,789.48	3,374.52
001-30-52410-2310	EMPLOYEE INSURANCE	12,080.00	12,080.00	984.27	9,842.70	9,842.70	2,237.30
001-30-52410-2410	WORKER'S COMPENSATION	170.00	170.00	0.00	8.94	8.94	161.06
001-30-52410-3000	MEDICARE INSURANCE	742.00	742.00	55.46	530.32	530.32	211.68
001-30-52410-3100	PROFESSIONAL SERVICES	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00
Activity: 52410 - BUILDING Total:		174,499.00	174,499.00	5,502.26	53,024.19	53,024.19	121,474.81

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 06/30/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Activity: 56200 - ANIMAL CONTROL							
001-30-56200-3410	ANIMAL CONTROL	30,000.00	30,000.00	2,212.00	8,848.00	17,696.00	12,304.00
Activity: 56200 - ANIMAL CONTROL Total:		30,000.00	30,000.00	2,212.00	8,848.00	17,696.00	12,304.00
Department: 30 - COMMUNITY DEVELOPMENT Total:		583,796.00	583,796.00	33,036.78	255,191.37	273,664.16	310,131.84
Department: 50 - PUBLIC WORKS							
Activity: 51910 - FACILITIES							
001-50-51910-1210	SALARIES	63,314.00	63,314.00	4,394.27	38,255.92	38,255.92	25,058.08
001-50-51910-1310	PART-TIME SALARIES	0.00	0.00	0.00	-380.22	-380.22	380.22
001-50-51910-1410	OVERTIME	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-51910-2110	SOCIAL SECURITY TAXES	3,987.00	3,987.00	272.43	2,348.37	2,348.37	1,638.63
001-50-51910-2210	RETIREMENT	9,004.00	9,004.00	319.23	1,927.26	1,927.26	7,076.74
001-50-51910-2310	EMPLOYEE INSURANCE	19,665.00	19,665.00	1,286.39	12,814.38	12,814.38	6,850.62
001-50-51910-2410	WORKER'S COMPENSATION	2,620.00	2,620.00	0.00	953.70	953.70	1,666.30
001-50-51910-3000	MEDICARE INSURANCE	933.00	933.00	63.72	549.35	549.35	383.65
001-50-51910-3100	PROFESSIONAL SERVICES	18,000.00	18,000.00	716.00	7,692.46	11,074.21	6,925.79
001-50-51910-4010	TRAVEL & PER DIEM	500.00	500.00	0.00	0.00	0.00	500.00
001-50-51910-4310	ELECTRICITY	40,000.00	40,000.00	1,920.52	15,865.53	15,865.53	24,134.47
001-50-51910-4320	WATER	12,600.00	12,600.00	0.00	5,885.42	5,885.42	6,714.58
001-50-51910-4330	SOLID WASTE	7,500.00	7,500.00	108.13	962.93	962.93	6,537.07
001-50-51910-4340	NATURAL GAS	3,500.00	3,500.00	39.37	1,013.63	1,013.63	2,486.37
001-50-51910-4410	EQUIPMENT RENTAL	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
001-50-51910-4521	PROPERTY INSURANCE	38,000.00	38,000.00	0.00	30,698.00	30,698.00	7,302.00
001-50-51910-4522	VEHICLE INSURANCE	1,100.00	1,100.00	0.00	0.00	0.00	1,100.00
001-50-51910-4611	BUILDING R & M	20,000.00	20,000.00	823.59	22,047.18	22,944.18	-2,944.18
001-50-51910-4612	FURNITURE/EQUIP. R & M	500.00	500.00	0.00	218.00	218.00	282.00
001-50-51910-4615	FENCING AND LANDSCAPING	7,000.00	7,000.00	0.00	890.01	890.01	6,109.99
001-50-51910-4930	TRAINING	1,000.00	1,000.00	0.00	481.00	481.00	519.00
001-50-51910-5110	OFFICE SUPPLIES	750.00	750.00	0.00	32.96	32.96	717.04
001-50-51910-5210	FUEL, OIL, & LUBRICANTS	5,000.00	5,000.00	490.72	1,994.10	1,994.10	3,005.90
001-50-51910-5220	UNIFORMS	2,000.00	2,000.00	131.92	1,349.88	2,049.88	-49.88
001-50-51910-5221	PERSONAL PROTECTIVE EQUIPMENT	1,000.00	1,000.00	109.82	169.73	169.73	830.27
001-50-51910-5230	JANITORIAL SUPPLIES	3,000.00	3,000.00	192.21	996.70	996.70	2,003.30
001-50-51910-5231	SEASONAL DECORATIONS	5,000.00	5,000.00	2,392.75	3,474.21	3,474.21	1,525.79
001-50-51910-5260	TOOLS	2,000.00	2,000.00	30.98	1,566.95	1,566.95	433.05
001-50-51910-5270	MACHINERY & EQUIPMENT	1,500.00	1,500.00	0.00	763.94	763.94	736.06
001-50-51910-5290	OPERATING SUPPLIES	7,500.00	7,500.00	231.75	1,415.68	1,415.68	6,084.32
001-50-51910-5410	BOOKS, PUBS, SUBS & MEMBS	100.00	100.00	0.00	50.00	50.00	50.00
001-50-51910-6210	BUILDINGS	101,000.00	822,861.20	3,277.58	326,828.38	595,861.65	226,999.55
001-50-51910-6410	MACHINERY & EQUIPMENT	0.00	0.00	3,264.08	4,590.07	4,590.07	-4,590.07
Activity: 51910 - FACILITIES Total:		382,073.00	1,103,934.20	20,065.46	485,455.52	759,467.54	344,466.66
Activity: 53800 - STORMWATER							
001-50-53800-1210	SALARIES	97,167.00	97,167.00	7,662.65	71,794.81	71,794.81	25,372.19
001-50-53800-1310	PART-TIME SALARIES	9,056.00	9,056.00	0.00	2,697.92	2,697.92	6,358.08
001-50-53800-1410	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
001-50-53800-2110	SOCIAL SECURITY TAXES	6,617.00	6,617.00	474.24	4,609.85	4,609.85	2,007.15
001-50-53800-2210	RETIREMENT	13,673.00	13,673.00	665.00	6,350.40	6,350.40	7,322.60
001-50-53800-2310	EMPLOYEE INSURANCE	27,770.00	27,770.00	1,936.47	19,357.56	19,357.56	8,412.44
001-50-53800-2410	WORKER'S COMPENSATION	5,085.00	5,085.00	0.00	1,650.63	1,650.63	3,434.37
001-50-53800-3000	MEDICARE INSURANCE	1,547.00	1,547.00	110.97	1,078.67	1,078.67	468.33
001-50-53800-3100	Professional Services	0.00	0.00	158.00	474.00	474.00	-474.00
001-50-53800-4010	TRAVEL & PER DIEM	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-53800-4310	ELECTRICITY	0.00	0.00	119.18	221.94	221.94	-221.94
001-50-53800-4522	VEHICLE INSURANCE	1,050.00	1,050.00	0.00	0.00	0.00	1,050.00
001-50-53800-4615	FENCING AND LANDSCAPING	17,000.00	17,000.00	0.00	4,001.77	10,801.77	6,198.23
001-50-53800-4637	CURBS/GUTTERS/STORM DRAINS R&M	20,000.00	20,000.00	654.67	2,518.68	20,518.68	-518.68
001-50-53800-5295	OPERATING SUPPLIES/JANITORIAL	5,000.00	5,000.00	0.00	68.66	68.66	4,931.34
001-50-53800-5410	BOOKS, PUBS, SUBS & MEMBS	2,000.00	2,000.00	0.00	500.00	500.00	1,500.00
001-50-53800-6310	INFRASTRUCTURE	232,979.00	232,979.00	0.00	617.14	15,600.43	217,378.57

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 06/30/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-50-53800-6410	MACHINERY & EQUIPMENT	23,500.00	23,500.00	0.00	14,743.00	14,743.00	8,757.00
	Activity: 53800 - STORMWATER Total:	463,944.00	463,944.00	11,781.18	130,685.03	170,468.32	293,475.68
	Activity: 54100 - STREETS						
001-50-54100-1210	SALARIES	97,167.00	97,167.00	8,636.45	76,318.43	76,318.43	20,848.57
001-50-54100-1310	PART-TIME SALARIES	41,313.00	41,313.00	0.00	9,200.34	9,200.34	32,112.66
001-50-54100-1410	OVERTIME	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-54100-2110	SOCIAL SECURITY TAXES	8,648.00	8,648.00	534.53	5,292.77	5,292.77	3,355.23
001-50-54100-2210	RETIREMENT	13,743.00	13,743.00	664.91	6,349.40	6,349.40	7,393.60
001-50-54100-2310	EMPLOYEE INSURANCE	27,770.00	27,770.00	1,936.50	19,665.00	19,665.00	8,105.00
001-50-54100-2410	WORKER'S COMPENSATION	7,985.00	7,985.00	0.00	7,261.80	7,261.80	723.20
001-50-54100-3000	MEDICARE INSURANCE	2,022.00	2,022.00	124.95	1,237.57	1,237.57	784.43
001-50-54100-3100	PROFESSIONAL SERVICES	8,500.00	8,500.00	0.00	273.99	5,273.99	3,226.01
001-50-54100-4010	TRAVEL & PER DIEM	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
001-50-54100-4310	ELECTRICITY	60,000.00	60,000.00	4,501.82	36,091.10	36,091.10	23,908.90
001-50-54100-4320	WATER	600.00	600.00	0.00	243.47	243.47	356.53
001-50-54100-4330	Solid Waste	15,000.00	15,000.00	1,133.11	12,898.82	13,080.13	1,919.87
001-50-54100-4410	EQUIPMENT RENTAL	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
001-50-54100-4522	VEHICLE INSURANCE	1,800.00	1,800.00	0.00	3,887.00	3,887.00	-2,087.00
001-50-54100-4610	VEHICLE R & M	8,000.00	8,000.00	987.48	4,585.98	4,709.94	3,290.06
001-50-54100-4615	FENCING AND LANDSCAPING	2,500.00	2,500.00	31.44	1,647.96	1,647.96	852.04
001-50-54100-4623	HEAVY EQUIPMENT R & M	15,000.00	15,000.00	0.00	4,033.69	5,098.69	9,901.31
001-50-54100-4631	STREET REPAVING	170,000.00	170,000.00	0.00	175.23	175.23	169,824.77
001-50-54100-4635	PARKING AREA MARKING R & M	9,000.00	9,000.00	0.00	0.00	0.00	9,000.00
001-50-54100-4636	TRAFFIC CONTROL/SIGNS R&M	6,000.00	6,000.00	0.00	1,132.35	1,132.35	4,867.65
001-50-54100-4637	CURBS/GUTTERS/STORM DRAINS R&M	10,000.00	10,000.00	72.66	10,208.65	10,208.65	-208.65
001-50-54100-4930	TRAINING	1,000.00	1,000.00	0.00	446.00	446.00	554.00
001-50-54100-5110	OFFICE SUPPLIES	100.00	100.00	102.56	176.13	176.13	-76.13
001-50-54100-5210	FUEL, OIL, & LUBRICANTS	6,000.00	6,000.00	490.73	2,189.73	2,189.73	3,810.27
001-50-54100-5220	UNIFORMS	2,000.00	2,000.00	243.10	1,091.33	1,791.33	208.67
001-50-54100-5221	PERSONAL PROTECTIVE EQUIPMENT	1,000.00	1,000.00	0.00	861.70	861.70	138.30
001-50-54100-5260	TOOLS	2,500.00	2,500.00	0.00	-287.96	-287.96	2,787.96
001-50-54100-5270	MACHINERY & EQUIPMENT	5,000.00	5,000.00	0.00	4,472.06	4,472.06	527.94
001-50-54100-5290	OPERATING SUPPLIES	10,000.00	10,000.00	208.03	5,212.73	6,850.73	3,149.27
001-50-54100-5410	BOOKS, PUBS, SUBS & MEMBS	500.00	500.00	30.46	292.46	292.46	207.54
001-50-54100-6310	INFRASTRUCTURE	3,618,500.00	3,618,500.00	0.00	6,471.63	14,710.11	3,603,789.89
001-50-54100-6410	MACHINERY & EQUIPMENT	60,500.00	60,500.00	0.00	0.00	50,532.91	9,967.09
	Activity: 54100 - STREETS Total:	4,218,648.00	4,218,648.00	19,698.73	221,429.36	288,909.02	3,929,738.98
	Activity: 57200 - PARKS						
001-50-57200-1210	SALARIES	141,514.00	141,514.00	9,971.55	88,511.56	88,511.56	53,002.44
001-50-57200-1310	PART-TIME SALARIES	15,644.00	15,644.00	0.00	1,854.18	1,854.18	13,789.82
001-50-57200-1410	OVERTIME	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-57200-2110	SOCIAL SECURITY TAXES	9,806.00	9,806.00	618.25	5,602.68	5,602.68	4,203.32
001-50-57200-2210	RETIREMENT	19,952.00	19,952.00	711.13	4,175.51	4,175.51	15,776.49
001-50-57200-2310	EMPLOYEE INSURANCE	45,145.00	45,145.00	2,940.28	29,353.36	29,353.36	15,791.64
001-50-57200-2410	WORKER'S COMPENSATION	7,560.00	7,560.00	0.00	3,289.11	3,289.11	4,270.89
001-50-57200-3000	MEDICARE INSURANCE	2,293.00	2,293.00	144.58	1,310.22	1,310.22	982.78
001-50-57200-3100	PROFESSIONAL SERVICES	0.00	0.00	0.00	4,309.14	4,309.14	-4,309.14
001-50-57200-4010	TRAVEL & PER DIEM	1,500.00	1,500.00	0.00	623.20	623.20	876.80
001-50-57200-4310	ELECTRICITY	6,000.00	6,000.00	424.65	3,174.83	3,174.83	2,825.17
001-50-57200-4320	WATER	5,000.00	5,000.00	0.00	2,251.77	2,251.77	2,748.23
001-50-57200-4330	SOLID WASTE	500.00	500.00	10.87	3,124.43	3,124.43	-2,624.43
001-50-57200-4521	PROPERTY INSURANCE	12,000.00	12,000.00	0.00	8,120.00	8,120.00	3,880.00
001-50-57200-4522	VEHICLE INSURANCE	1,500.00	1,500.00	0.00	828.00	828.00	672.00
001-50-57200-4611	BUILDING R & M	15,000.00	15,000.00	0.00	83.14	14,277.72	722.28
001-50-57200-4615	FENCING AND LANDSCAPING	0.00	0.00	0.00	956.62	956.62	-956.62
001-50-57200-5110	OFFICE SUPPLIES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-57200-5210	FUEL, OIL, & LUBRICANTS	6,000.00	6,000.00	929.27	2,887.07	2,887.07	3,112.93
001-50-57200-5231	SEASONAL DECORATIONS	0.00	0.00	0.00	262.84	262.84	-262.84
001-50-57200-5270	MACHINERY & EQUIPMENT	3,000.00	3,000.00	1,005.90	3,816.12	3,816.12	-816.12

Budget vs Actuals

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-50-57200-5290	OPERATING SUPPLIES	10,000.00	10,000.00	1,556.66	6,293.98	6,293.98	3,706.02
001-50-57200-5295	OPERATING SUPPLIES/JANITORIAL	0.00	0.00	97.32	257.12	257.12	-257.12
001-50-57200-5410	BOOKS, PUBS, SUBS & MEMBS	100.00	100.00	0.00	0.00	0.00	100.00
001-50-57200-5741	COMMUNITY EVENTS	17,000.00	17,000.00	470.08	7,691.56	7,691.56	9,308.44
001-50-57200-6310	INFRASTRUCTURE	1,169,204.00	1,169,204.00	541.07	158,616.01	191,281.01	977,922.99
001-50-57200-6410	MACHINERY & EQUIPMENT	45,000.00	45,000.00	0.00	0.00	44,084.08	915.92
Activity: 57200 - PARKS Total:		1,535,718.00	1,535,718.00	19,421.61	337,392.45	428,336.11	1,107,381.89
Department: 50 - PUBLIC WORKS Total:		6,600,383.00	7,322,244.20	70,966.98	1,174,962.36	1,647,180.99	5,675,063.21
Department: 71 - LIBRARY							
Activity: 57100 - LIBRARY							
001-71-57100-1210	SALARIES	290,519.00	290,519.00	17,906.44	208,672.46	208,672.46	81,846.54
001-71-57100-1310	SALARIES - PART TIME	49,640.00	49,640.00	4,369.36	33,574.04	33,574.04	16,065.96
001-71-57100-2110	SOCIAL SECURITY TAXES	21,090.00	21,090.00	1,374.86	14,957.00	14,957.00	6,133.00
001-71-57100-2210	RETIREMENT	40,673.00	40,673.00	2,234.42	23,685.98	23,685.98	16,987.02
001-71-57100-2310	EMPLOYEE INSURANCE	68,900.00	68,900.00	3,207.38	36,104.63	36,104.63	32,795.37
001-71-57100-2410	WORKER'S COMPENSATION	700.00	700.00	0.00	313.14	313.14	386.86
001-71-57100-3000	MEDICARE INSURANCE	4,932.00	4,932.00	321.54	3,498.03	3,498.03	1,433.97
001-71-57100-4010	TRAVEL & PER DIEM	1,200.00	1,200.00	0.00	725.10	725.10	474.90
001-71-57100-4100	POSTAGE & SHIPPING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-71-57100-4612	FURNITURE/EQUIP. R & M	2,500.00	2,500.00	0.00	959.83	959.83	1,540.17
001-71-57100-4655	COMPUTER HARDWARE & SOFTWARE...	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
001-71-57100-4710	PRINTING & BINDING	700.00	700.00	600.00	853.90	853.90	-153.90
001-71-57100-4925	PROGRAM EXPENSES	1,900.00	1,900.00	408.77	1,281.96	1,281.96	618.04
001-71-57100-4930	TRAINING	400.00	400.00	0.00	0.00	0.00	400.00
001-71-57100-5110	OFFICE SUPPLIES	2,700.00	2,700.00	196.74	2,646.65	2,646.65	53.35
001-71-57100-5410	BOOKS, PUBS, SUBS & MEMBS	22,500.00	22,500.00	2,201.83	16,251.15	16,251.15	6,248.85
001-71-57100-5417	LIBRARY E-BOOK LEASES	15,000.00	15,000.00	1,247.29	6,741.41	6,741.41	8,258.59
001-71-57100-5420	MEMBERSHIPS	1,200.00	1,200.00	0.00	159.95	159.95	1,040.05
Activity: 57100 - LIBRARY Total:		528,554.00	528,554.00	34,068.63	350,425.23	353,425.23	175,128.77
Department: 71 - LIBRARY Total:		528,554.00	528,554.00	34,068.63	350,425.23	353,425.23	175,128.77
Department: 99 - NON DEPARTMENTAL							
Activity: 51900 - GENERAL GOVERNMENT							
001-99-51900-4100	POSTAGE & SHIPPING	4,200.00	4,200.00	130.77	1,946.40	1,946.40	2,253.60
001-99-51900-4520	LIABILITY INSURANCE	58,980.00	58,980.00	0.00	52,322.00	52,322.00	6,658.00
001-99-51900-5110	OFFICE SUPPLIES	4,000.00	4,000.00	0.00	1,111.96	1,111.96	2,888.04
001-99-51900-5410	BOOKS, PUBS, SUBS & MEMBS	600.00	600.00	0.00	0.00	0.00	600.00
Activity: 51900 - GENERAL GOVERNMENT Total:		67,780.00	67,780.00	130.77	55,380.36	55,380.36	12,399.64
Activity: 58100 - INTERFUND TRANSFER							
001-99-58100-7120	LOAN DEBT PRINCIPAL	182,258.00	182,258.00	0.00	0.00	0.00	182,258.00
001-99-58100-7220	LOAN DEBT INTEREST	164,098.00	164,098.00	0.00	82,048.84	82,048.84	82,049.16
Activity: 58100 - INTERFUND TRANSFER Total:		346,356.00	346,356.00	0.00	82,048.84	82,048.84	264,307.16
Department: 99 - NON DEPARTMENTAL Total:		414,136.00	414,136.00	130.77	137,429.20	137,429.20	276,706.80
Expense Total:		10,637,491.00	11,359,352.20	222,047.83	3,370,804.66	3,878,303.71	7,481,048.49
Fund: 001 - GENERAL FUND Surplus (Deficit):		-2,298,675.00	-3,020,536.20	77,735.11	562,198.69	54,699.64	-3,075,235.84

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	520,000.00	520,000.00	38,927.68	327,732.01	327,732.01	192,267.99
101-00-361100	INTEREST INCOME	50,000.00	50,000.00	7,722.80	70,547.08	70,547.08	-20,547.08
Department: 00 - UNDESIGNATED Total:		570,000.00	570,000.00	46,650.48	398,279.09	398,279.09	171,720.91
Revenue Total:		570,000.00	570,000.00	46,650.48	398,279.09	398,279.09	171,720.91

Budget vs Actuals

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense							
Department: 50 - PUBLIC WORKS							
Activity: 53800 - STORMWATER							
101-50-53800-6310	STORM DRAINAGE IMPROVEMENTS	215,000.00	215,000.00	0.00	0.00	0.00	215,000.00
	Activity: 53800 - STORMWATER Total:	215,000.00	215,000.00	0.00	0.00	0.00	215,000.00
Activity: 54100 - STREETS							
101-50-54100-6310	STREETS INFRASTRUCTURE	2,144,035.00	2,144,035.00	0.00	0.00	0.00	2,144,035.00
	Activity: 54100 - STREETS Total:	2,144,035.00	2,144,035.00	0.00	0.00	0.00	2,144,035.00
	Department: 50 - PUBLIC WORKS Total:	2,359,035.00	2,359,035.00	0.00	0.00	0.00	2,359,035.00
	Expense Total:	2,359,035.00	2,359,035.00	0.00	0.00	0.00	2,359,035.00
Fund: 101 - DISCRETIONARY SALES SURTAX Surplus (Deficit):		-1,789,035.00	-1,789,035.00	46,650.48	398,279.09	398,279.09	-2,187,314.09

Budget vs Actuals

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 410 - WATER/SEWER FUND							
Revenue							
Department: 00 - UNDESIGNATED							
410-00-334000	STATE GRANTS	0.00	0.00	0.00	1,858.57	1,858.57	-1,858.57
410-00-343310	WATER UTIL REVENUE-OPER INCOME	1,332,240.00	1,332,240.00	113,899.45	951,152.78	951,152.78	381,087.22
410-00-343320	WATER UTIL - PENALTIES	31,000.00	31,000.00	3,494.46	31,564.15	31,564.15	-564.15
410-00-343340	BACKFLOW PREVENTER INSPECTION F...	6,000.00	6,000.00	950.00	4,550.00	4,550.00	1,450.00
410-00-343350	WATER UTIL REV-SERV TAP FEE	0.00	0.00	0.00	5,750.00	5,750.00	-5,750.00
410-00-343351	TURN-ON & CUT-OFF FEES	6,000.00	6,000.00	690.00	5,190.00	5,190.00	810.00
410-00-343510	SEWER UTIL REV - OPER INCOME	1,872,000.00	1,872,000.00	161,917.83	1,344,559.75	1,344,559.75	527,440.25
410-00-343520	SEWER UTILITY PENALTIES	18,000.00	18,000.00	1,659.68	15,323.54	15,323.54	2,676.46
410-00-343550	SEWER UTIL REVENUE-TAP FEES	0.00	0.00	0.00	5,000.00	5,000.00	-5,000.00
410-00-343611	IMPACT FEES WATER	0.00	0.00	0.00	1,986.25	1,986.25	-1,986.25
410-00-343612	IMPACT FEES SEWER	0.00	0.00	0.00	1,986.25	1,986.25	-1,986.25
410-00-359000	OTHER REVENUE & RETURN CHECKS	500.00	500.00	40.00	615.09	615.09	-115.09
410-00-361000	INTEREST AND OTHER EARNINGS	75,000.00	75,000.00	21,827.88	189,181.54	189,181.54	-114,181.54
410-00-369600	LEASE/RENTAL ELEVATED TANK REV	212,282.00	212,282.00	21,825.88	166,357.24	166,357.24	45,924.76
410-00-369900	MISCELLANEOUS REVENUE - OTHER	0.00	0.00	0.00	2,992.29	2,992.29	-2,992.29
410-00-384000	REVENUE FROM OTHER SOURCES	4,442,048.00	4,442,048.00	0.00	0.00	0.00	4,442,048.00
410-00-389200	GRANTS - FEDERAL	1,300,000.00	1,300,000.00	0.00	0.00	0.00	1,300,000.00
410-00-389300	GRANTS AND DONATIONS - STATE	2,450,000.00	2,450,000.00	0.00	0.00	0.00	2,450,000.00
Department: 00 - UNDESIGNATED Total:		11,745,070.00	11,745,070.00	326,305.18	2,728,067.45	2,728,067.45	9,017,002.55
Revenue Total:		11,745,070.00	11,745,070.00	326,305.18	2,728,067.45	2,728,067.45	9,017,002.55

Budget vs Actuals

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense							
Department: 50 - PUBLIC WORKS							
Activity: 53300 - WATER							
410-50-53300-1210	SALARIES	118,076.00	118,076.00	8,850.64	86,587.02	86,587.02	31,488.98
410-50-53300-2110	SOCIAL SECURITY TAXES	7,321.00	7,321.00	548.41	5,365.32	5,365.32	1,955.68
410-50-53300-2210	RETIREMENT	16,531.00	16,531.00	999.68	9,707.55	9,707.55	6,823.45
410-50-53300-2310	EMPLOYEE INSURANCE	30,483.00	30,483.00	2,525.04	25,250.42	25,250.42	5,232.58
410-50-53300-2410	WORKER'S COMPENSATION	145.00	145.00	0.00	61.02	61.02	83.98
410-50-53300-3000	MEDICARE INSURANCE	1,712.00	1,712.00	128.26	1,254.88	1,254.88	457.12
410-50-53300-3100	PROFESSIONAL SERVICES	85,000.00	85,000.00	0.00	30,080.28	30,080.28	54,919.72
410-50-53300-3150	ENGINEERING, CONSULTING SERVICES	25,000.00	25,000.00	10,645.00	24,895.00	100,000.00	-75,000.00
410-50-53300-3210	ACCOUNTING AND AUDITING	14,250.00	14,250.00	0.00	13,002.50	13,002.50	1,247.50
410-50-53300-3405	CONTRACT FOR SERVICES	740,000.00	740,000.00	0.00	491,465.68	491,465.68	248,534.32
410-50-53300-4010	TRAVEL & PER DIEM	2,000.00	2,000.00	0.00	53.51	53.51	1,946.49
410-50-53300-4100	POSTAGE & SHIPPING	5,500.00	5,500.00	421.95	3,381.69	3,381.69	2,118.31
410-50-53300-4110	TELEPHONE & INTERNET	5,500.00	5,500.00	397.57	3,824.10	3,824.10	1,675.90
410-50-53300-4521	PROPERTY INSURANCE	37,587.00	37,587.00	0.00	31,665.00	31,665.00	5,922.00
410-50-53300-4613	GROUNDS MAINTENANCE	40,000.00	40,000.00	0.00	12,693.03	12,693.03	27,306.97
410-50-53300-4617	WATER SYSTEMS MAINTENANCE	130,100.00	130,100.00	0.00	12,108.17	12,108.17	117,991.83
410-50-53300-4644	ELEVATED TANKS MAINTENANCE CO...	73,130.00	73,130.00	0.00	36,565.00	36,565.00	36,565.00
410-50-53300-4650	COMPUTER OPERATIONS AND MAINT...	30,468.00	30,468.00	661.15	9,212.05	13,477.51	16,990.49
410-50-53300-4710	PRINTING & BINDING	3,500.00	3,500.00	142.85	1,644.58	1,644.58	1,855.42
410-50-53300-4905	OPERATING PERMITS	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
410-50-53300-4906	OTHER CHARGES	1,500.00	1,500.00	110.48	1,010.40	1,160.38	339.62
410-50-53300-4915	CREDIT CARD PROCESSING FEES	23,000.00	23,000.00	1,691.25	15,705.52	15,705.52	7,294.48
410-50-53300-5270	MACHINERY & EQUIPMENT	155,000.00	155,000.00	0.00	6,378.37	15,468.63	139,531.37
410-50-53300-5290	OPERATING SUPPLIES	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
410-50-53300-5410	BOOKS, PUBS, SUBS & MEMBS	1,500.00	1,500.00	0.00	660.50	660.50	839.50
410-50-53300-6310	INFRASTRUCTURE	3,076,124.00	3,076,124.00	0.00	24,240.96	96,028.50	2,980,095.50
410-50-53300-6410	MACHINERY & EQUIPMENT	80,000.00	80,000.00	0.00	7,558.98	10,427.27	69,572.73
Activity: 53300 - WATER Total:		4,707,927.00	4,707,927.00	27,122.28	854,371.53	1,017,638.06	3,690,288.94
Activity: 53500 - SEWER							
410-50-53500-1210	SALARIES	118,076.00	118,076.00	8,850.59	86,586.40	86,586.40	31,489.60
410-50-53500-2110	SOCIAL SECURITY TAXES	7,321.00	7,321.00	548.33	5,364.61	5,364.61	1,956.39
410-50-53500-2210	RETIREMENT	16,531.00	16,531.00	999.66	9,707.04	9,707.04	6,823.96
410-50-53500-2310	EMPLOYEE INSURANCE	30,483.00	30,483.00	2,525.04	25,250.41	25,250.41	5,232.59
410-50-53500-2410	WORKER'S COMPENSATION	145.00	145.00	0.00	61.02	61.02	83.98
410-50-53500-3000	MEDICARE INSURANCE	1,712.00	1,712.00	128.22	1,253.89	1,253.89	458.11
410-50-53500-3100	PROFESSIONAL SERVICES	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00
410-50-53500-3150	ENGINEERING, CONSULT. SERVICES & ...	25,000.00	25,000.00	0.00	0.00	5,265.00	19,735.00
410-50-53500-3210	ACCOUNTING AND AUDITING	14,250.00	14,250.00	0.00	13,002.50	13,002.50	1,247.50
410-50-53500-3405	CONTRACT FOR SERVICES	740,000.00	740,000.00	0.00	491,465.68	491,465.68	248,534.32
410-50-53500-4010	TRAVEL & PER DIEM	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
410-50-53500-4100	POSTAGE & SHIPPING	5,500.00	5,500.00	443.60	3,434.82	3,434.82	2,065.18
410-50-53500-4110	TELEPHONE & INTERNET	3,500.00	3,500.00	190.53	2,157.11	2,157.11	1,342.89
410-50-53500-4320	WATER	45,000.00	45,000.00	0.00	23,375.01	23,375.01	21,624.99
410-50-53500-4400	SPRAYFIELD RENTAL	18,000.00	18,000.00	0.00	0.00	0.00	18,000.00
410-50-53500-4521	PROPERTY INSURANCE	43,000.00	43,000.00	0.00	35,188.00	35,188.00	7,812.00
410-50-53500-4611	BUILDING R & M	3,500.00	3,500.00	0.00	1,394.00	1,394.00	2,106.00
410-50-53500-4613	GROUNDS MAINTENANCE	0.00	0.00	0.00	700.00	700.00	-700.00
410-50-53500-4618	SEWER SYSTEMS MAINTENANCE	153,500.00	153,500.00	3,639.00	95,058.29	194,558.29	-41,058.29
410-50-53500-4623	HEAVY EQUIPMENT R & M	0.00	0.00	0.00	933.53	933.53	-933.53
410-50-53500-4650	COMPUTER OPERATIONS AND MAINT...	30,468.00	30,468.00	661.15	9,212.05	13,477.51	16,990.49
410-50-53500-4710	PRINTING & BINDING	2,500.00	2,500.00	142.85	1,265.53	1,265.53	1,234.47
410-50-53500-4905	WTP/STP OPERATING PERMITS	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
410-50-53500-4906	OTHER CHARGES	4,000.00	4,000.00	110.48	1,321.10	1,471.08	2,528.92
410-50-53500-4915	CREDIT CARD PROCESSING FEES	23,000.00	23,000.00	1,691.25	15,705.50	15,705.50	7,294.50
410-50-53500-5290	OPERATING SUPPLIES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
410-50-53500-5410	BOOKS, PUBS, SUBS & MEMBS	1,500.00	1,500.00	0.00	1,386.13	1,386.13	113.87

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 06/30/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
410-50-53500-6310	INFRASTRUCTURE	5,548,924.00	5,548,924.00	0.00	24,541.18	94,075.93	5,454,848.07
410-50-53500-6410	MACHINERY & EQUIPMENT	254,000.00	254,000.00	0.00	78,243.26	80,423.26	173,576.74
Activity: 53500 - SEWER Total:		7,109,910.00	7,109,910.00	19,930.70	926,607.06	1,107,502.25	6,002,407.75
Department: 50 - PUBLIC WORKS Total:		11,817,837.00	11,817,837.00	47,052.98	1,780,978.59	2,125,140.31	9,692,696.69
Department: 99 - NON DEPARTMENTAL							
Activity: 51700 - DEBT SERVICE PAYMENT							
410-99-51700-7220	SRF LOAN INTEREST	0.00	0.00	0.00	45,659.39	45,659.39	-45,659.39
Activity: 51700 - DEBT SERVICE PAYMENT Total:		0.00	0.00	0.00	45,659.39	45,659.39	-45,659.39
Activity: 58100 - INTERFUND TRANSFER							
410-99-58100-7120	SRF - LOAN PRINCIPAL	136,976.00	136,976.00	0.00	0.00	0.00	136,976.00
410-99-58100-7220	SRF LOAN INTEREST	9,197.00	9,197.00	0.00	0.00	0.00	9,197.00
410-99-58100-9001	INTERFUND TRANSFER	79,854.00	79,854.00	0.00	0.00	0.00	79,854.00
Activity: 58100 - INTERFUND TRANSFER Total:		226,027.00	226,027.00	0.00	0.00	0.00	226,027.00
Department: 99 - NON DEPARTMENTAL Total:		226,027.00	226,027.00	0.00	45,659.39	45,659.39	180,367.61
Expense Total:		12,043,864.00	12,043,864.00	47,052.98	1,826,637.98	2,170,799.70	9,873,064.30
Fund: 410 - WATER/SEWER FUND Surplus (Deficit):		-298,794.00	-298,794.00	279,252.20	901,429.47	557,267.75	-856,061.75
Report Surplus (Deficit):		-4,386,504.00	-5,108,365.20	403,637.79	1,861,907.25	1,010,246.48	

Group Summary

Activity	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 001 - GENERAL FUND						
Revenue						
Department: 00 - UNDESIGNATED						
	8,338,816.00	8,338,816.00	299,782.94	3,933,003.35	3,933,003.35	4,405,812.65
Department: 00 - UNDESIGNATED Total:	8,338,816.00	8,338,816.00	299,782.94	3,933,003.35	3,933,003.35	4,405,812.65
Revenue Total:	8,338,816.00	8,338,816.00	299,782.94	3,933,003.35	3,933,003.35	4,405,812.65

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 06/30/2026

Activity	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Department: 11 - MAYOR AND CITY COUNCIL						
51100 - LEGISLATIVE	79,841.00	79,841.00	2,626.81	35,046.73	35,046.73	44,794.27
Department: 11 - MAYOR AND CITY COUNCIL Total:	79,841.00	79,841.00	2,626.81	35,046.73	35,046.73	44,794.27
Department: 12 - CITY MANAGER						
51200 - EXECUTIVE	261,466.00	261,466.00	20,001.59	184,825.63	184,825.63	76,640.37
Department: 12 - CITY MANAGER Total:	261,466.00	261,466.00	20,001.59	184,825.63	184,825.63	76,640.37
Department: 13 - ADMINISTRATIVE SERVICES						
51300 - FINANCE	153,448.00	153,448.00	9,319.88	113,308.53	114,423.53	39,024.47
51310 - HUMAN RESOURCES	98,965.00	98,965.00	7,212.04	42,794.60	42,794.60	56,170.40
51610 - INFORMATION TECHNOLOGY	214,051.00	214,051.00	3,301.05	110,608.84	122,976.79	91,074.21
Department: 13 - ADMINISTRATIVE SERVICES Total:	466,464.00	466,464.00	19,832.97	266,711.97	280,194.92	186,269.08
Department: 14 - CITY ATTORNEY						
51400 - LEGAL	65,000.00	65,000.00	4,200.00	38,426.45	38,426.45	26,573.55
Department: 14 - CITY ATTORNEY Total:	65,000.00	65,000.00	4,200.00	38,426.45	38,426.45	26,573.55
Department: 16 - CITY CLERK						
51600 - NON-COURT INFORMATION SYSTEMS	133,467.00	133,467.00	10,428.21	95,308.13	95,632.81	37,834.19
Department: 16 - CITY CLERK Total:	133,467.00	133,467.00	10,428.21	95,308.13	95,632.81	37,834.19
Department: 19 - GENERAL GOVERNMENT SERVICE DEPT.						
51900 - GENERAL GOVERNMENT	0.00	0.00	0.00	20.50	20.50	-20.50
Department: 19 - GENERAL GOVERNMENT SERVICE DEPT. Total:	0.00	0.00	0.00	20.50	20.50	-20.50
Department: 20 - PUBLIC SAFETY						
52100 - LAW ENFORCEMENT	321,061.00	321,061.00	26,755.09	240,795.73	240,795.73	80,265.27
52200 - FIRE	1,183,323.00	1,183,323.00	0.00	591,661.36	591,661.36	591,661.64
Department: 20 - PUBLIC SAFETY Total:	1,504,384.00	1,504,384.00	26,755.09	832,457.09	832,457.09	671,926.91
Department: 30 - COMMUNITY DEVELOPMENT						
51500 - PLANNING AND ZONING	282,107.00	282,107.00	18,789.16	128,109.58	137,709.58	144,397.42
52400 - CODE COMPLIANCE	97,190.00	97,190.00	6,533.36	65,209.60	65,234.39	31,955.61
52410 - BUILDING	174,499.00	174,499.00	5,502.26	53,024.19	53,024.19	121,474.81
56200 - ANIMAL CONTROL	30,000.00	30,000.00	2,212.00	8,848.00	17,696.00	12,304.00
Department: 30 - COMMUNITY DEVELOPMENT Total:	583,796.00	583,796.00	33,036.78	255,191.37	273,664.16	310,131.84
Department: 50 - PUBLIC WORKS						
51910 - FACILITIES	382,073.00	1,103,934.20	20,065.46	485,455.52	759,467.54	344,466.66
53800 - STORMWATER	463,944.00	463,944.00	11,781.18	130,685.03	170,468.32	293,475.68
54100 - STREETS	4,218,648.00	4,218,648.00	19,698.73	221,429.36	288,909.02	3,929,738.98
57200 - PARKS	1,535,718.00	1,535,718.00	19,421.61	337,392.45	428,336.11	1,107,381.89
Department: 50 - PUBLIC WORKS Total:	6,600,383.00	7,322,244.20	70,966.98	1,174,962.36	1,647,180.99	5,675,063.21
Department: 71 - LIBRARY						
57100 - LIBRARY	528,554.00	528,554.00	34,068.63	350,425.23	353,425.23	175,128.77
Department: 71 - LIBRARY Total:	528,554.00	528,554.00	34,068.63	350,425.23	353,425.23	175,128.77
Department: 99 - NON DEPARTMENTAL						
51900 - GENERAL GOVERNMENT	67,780.00	67,780.00	130.77	55,380.36	55,380.36	12,399.64
58100 - INTERFUND TRANSFER	346,356.00	346,356.00	0.00	82,048.84	82,048.84	264,307.16
Department: 99 - NON DEPARTMENTAL Total:	414,136.00	414,136.00	130.77	137,429.20	137,429.20	276,706.80
Expense Total:	10,637,491.00	11,359,352.20	222,047.83	3,370,804.66	3,878,303.71	7,481,048.49
Fund: 001 - GENERAL FUND Surplus (Deficit):	-2,298,675.00	-3,020,536.20	77,735.11	562,198.69	54,699.64	-3,075,235.84

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 06/30/2026

Activity	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 101 - DISCRETIONARY SALES SURTAX						
Revenue						
Department: 00 - UNDESIGNATED						
	570,000.00	570,000.00	46,650.48	398,279.09	398,279.09	171,720.91
Department: 00 - UNDESIGNATED Total:	570,000.00	570,000.00	46,650.48	398,279.09	398,279.09	171,720.91
Revenue Total:	570,000.00	570,000.00	46,650.48	398,279.09	398,279.09	171,720.91

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 06/30/2026

Activity	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Department: 50 - PUBLIC WORKS						
53800 - STORMWATER	215,000.00	215,000.00	0.00	0.00	0.00	215,000.00
54100 - STREETS	2,144,035.00	2,144,035.00	0.00	0.00	0.00	2,144,035.00
Department: 50 - PUBLIC WORKS Total:	2,359,035.00	2,359,035.00	0.00	0.00	0.00	2,359,035.00
Expense Total:	2,359,035.00	2,359,035.00	0.00	0.00	0.00	2,359,035.00
Fund: 101 - DISCRETIONARY SALES SURTAX Surplus (Deficit):	-1,789,035.00	-1,789,035.00	46,650.48	398,279.09	398,279.09	-2,187,314.09

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 06/30/2026

Activity	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 410 - WATER/SEWER FUND						
Revenue						
Department: 00 - UNDESIGNATED						
	11,745,070.00	11,745,070.00	326,305.18	2,728,067.45	2,728,067.45	9,017,002.55
Department: 00 - UNDESIGNATED Total:	11,745,070.00	11,745,070.00	326,305.18	2,728,067.45	2,728,067.45	9,017,002.55
Revenue Total:	11,745,070.00	11,745,070.00	326,305.18	2,728,067.45	2,728,067.45	9,017,002.55

Budget vs Actuals
For Fiscal: 2025-2026 Period Ending: 06/30/2026

Activity	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Department: 50 - PUBLIC WORKS						
53300 - WATER	4,707,927.00	4,707,927.00	27,122.28	854,371.53	1,017,638.06	3,690,288.94
53500 - SEWER	7,109,910.00	7,109,910.00	19,930.70	926,607.06	1,107,502.25	6,002,407.75
Department: 50 - PUBLIC WORKS Total:	11,817,837.00	11,817,837.00	47,052.98	1,780,978.59	2,125,140.31	9,692,696.69
Department: 99 - NON DEPARTMENTAL						
51700 - DEBT SERVICE PAYMENT	0.00	0.00	0.00	45,659.39	45,659.39	-45,659.39
58100 - INTERFUND TRANSFER	226,027.00	226,027.00	0.00	0.00	0.00	226,027.00
Department: 99 - NON DEPARTMENTAL Total:	226,027.00	226,027.00	0.00	45,659.39	45,659.39	180,367.61
Expense Total:	12,043,864.00	12,043,864.00	47,052.98	1,826,637.98	2,170,799.70	9,873,064.30
Fund: 410 - WATER/SEWER FUND Surplus (Deficit):	-298,794.00	-298,794.00	279,252.20	901,429.47	557,267.75	-856,061.75
Total Surplus (Deficit):	-4,386,504.00	-5,108,365.20	403,637.79	1,861,907.25	1,010,246.48	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001 - GENERAL FUND	-2,298,675.00	-3,020,536.20	77,735.11	562,198.69	54,699.64	-3,075,235.84
101 - DISCRETIONARY SALES ...	-1,789,035.00	-1,789,035.00	46,650.48	398,279.09	398,279.09	-2,187,314.09
410 - WATER/SEWER FUND	-298,794.00	-298,794.00	279,252.20	901,429.47	557,267.75	-856,061.75
Total Surplus (Deficit):	-4,386,504.00	-5,108,365.20	403,637.79	1,861,907.25	1,010,246.48	

Reporting Rollout: This is the City's fifth monthly performance report. Two metrics are new this month. Utilities (Jacobs) began reporting *Water Produced* and *Wastewater Treated* — the average volume of drinking water produced by the City's water system and of wastewater treated at the City's treatment plant, expressed in million gallons per day (MGD). Together these show the scale of the utility operation serving Mary Esther residents, and tracking them month to month helps staff monitor demand and seasonal patterns. June water production averaged 0.412 MGD, well within the City's permitted average annual withdrawal of 0.620 MGD. Data for both metrics appears in the trend charts. As additional metrics begin reporting reliable monthly data, they will appear automatically in future reports.

This document is a printable copy of the City's **interactive** Monthly Performance Report, which is best viewed online at cityofmaryesther.netlify.app/mary_esther_monthly_report_jun_2026.html — the web version includes interactive trend charts and detailed chart views.

FROM THE CITY MANAGER

June was the Library's month. Attendance across all library programs reached 1,173, nearly three times the monthly target of 400 and the highest of the fiscal year. The first full month of the Summer Reading Program drove that record, circulation reached a fiscal-year high of 5,003 items, and the team added two part-time staff members to keep pace. Around the city, Public Works crews kept catch basins and ditches clear through a storm-heavy month and completed construction at Azalea Park, with a ribbon cutting to follow in July. OC-Wright Fire District placed its new Truck 3 into service, and the aerial answered its first structure fire within hours of arriving. The Finance Director and I also met individually with the Mayor and each Council member to review the proposed FY 2027 Budget and Capital Improvement Plan ahead of the July budget workshop.

Jared Cobb, ICMA-CM

City Manager

WHAT HAPPENED THIS MONTH

June Highlights

Azalea Park is NOW OPEN!

Azalea Park is NOW OPEN!
[Read more →](#)

Springdale Park Update

Springdale Park Update
[Read more →](#)

Public Works Staying Prepared

Public Works Staying Prepared
[Read more →](#)

AT A GLANCE

June by the Numbers



How We’re Performing

● On Track ● Watch ● Off Track ● Baseline · Metrics with a target are measured against it. Metrics without a target track workload and demand.

City Manager

- ▶ Led review and refinement of the proposed FY 2027 Budget, identifying cost reduction measures ahead of the July budget workshop.
- ▶ The state-mandated Risk and Resilience Assessment for the City’s water system was completed ahead of the June 30 deadline. This office coordinated the effort with the Florida Rural Water Association, and Jacobs finalized and submitted the assessment on the City’s behalf.

METRIC	VALUE	TARGET	TREND	CHART	STATUS
Community Subscribers <i>Website + social combined</i>	2,990	—	▲ 8%		●

City Clerk

- ▶ Processed 13 public records requests — the highest monthly volume this fiscal year — with an average response time of 2.2 days, well within the City’s five-day standard.
- ▶ All Council minutes and agendas completed and posted within required timeframes.

METRIC	VALUE	TARGET	TREND	CHART	STATUS
Records Response Time <i>Average business days</i>	2.2 days	≤ 5 days	▲ 83%		●
Records Requests	13	—	▲ 30%		●

Finance

- ▶ Led development of the FY 2027 Budget and Capital Improvement Plan, including review sessions with the Mayor and each Council member.

METRIC	VALUE	TARGET	TREND	CHART	STATUS
Operating Reserve Coverage <i>Months of operating expenses</i>	12.1 mo	6 months	—		●
Revenue vs. Budget <i>Year-to-date collected ÷ annual budget</i>	47%	On Pace	▲ 8%		●
Time to Pay City Bills <i>Average days to process</i>	25.9 days	≤ 20 days	▲ 75%		●

Community Development

- ▶ Prepared code cases for the next quarterly special magistrate hearing and issued two citations for litter, trash, and debris violations.
- ▶ Issued five permits in June, including temporary signage, a shed, and fire alarm systems.
- ▶ Prepared renewal notices for all registered contractors with instructions for the City's new electronic registration process, which allows contractors to register online rather than mail or hand-deliver paper applications; notices go out in early July.

METRIC	VALUE	TARGET	TREND	CHART	STATUS
Active Business Licenses	347	—	—		●
Code Cases Opened	10	—	▼ 17%		●
Code Cases Closed	6	—	▼ 50%		●
Permits Issued <i>Excludes Florida Building Code permits, issued through Okaloosa County</i>	5	—	▼ 38%		●



Public Works

- ▶ Completed a condition assessment of every City-maintained sign and pavement marking using a new ArcGIS geodatabase, identifying more than 200 needed repairs now logged as scheduled work orders.
- ▶ Ordered 34 replacement stop signs for those in failed condition citywide and pressure-washed all signs in the Brian Circle neighborhood.
- ▶ Installed a toddler swing and new mulch at Springdale Park, prepared the field for use by a flag football team, and restored fall protection at North Bryn Mawr Park.
- ▶ Cleared catch basins and ditches between repeated storm events to prevent flooding during a storm-heavy June.

METRIC	VALUE	TARGET	TREND	CHART	STATUS
Stormwater System Inspections	0	—	▼ 100%		●
Street Sweeping Debris Collected <i>Tons hauled to Okaloosa County Transfer Station</i>	11.6 tons	—	▼ 52%		●



Library

- ▶ Program attendance reached 1,173 in June — nearly three times the monthly target of 400 and the highest of the fiscal year, driven by the first full month of the Summer Reading Program.
- ▶ Circulated 5,003 items, the highest month of the fiscal year, and welcomed 3,090 visitors, the most since October.
- ▶ Onboarded two new part-time staff members to support the summer season.

METRIC	VALUE	TARGET	TREND	CHART	STATUS
Library Visits	3,090	2,000/mo	▲ 8%		●
Items Circulated	5,003	4,000/mo	▲ 18%		●
Program Attendance	1,173	400/mo	▲ 73%		●
Active Memberships	2,814	—	▲ 1%		●



Utilities — Jacobs

- ▶ Completed 308 service requests during the month.
- ▶ Repaired one 2-inch water main break, replacing the valve and installing a new flushing hydrant.
- ▶ Began routine tap-water compliance sampling at designated sites under the federal Lead and Copper Rule.
- ▶ Jacobs completed an internal compliance audit of the utility system.

METRIC	VALUE	TARGET	TREND	CHART	STATUS
Utility Main Breaks <i>Water & sewer lines</i>	1	≤ 2/mo	—		●
Water Produced <i>Million gallons per day (MGD)</i>	0.412 MGD	—	▲ 2%		●
Wastewater Treated <i>Million gallons per day (MGD)</i>	0.418 MGD	—	▲ 10%		●



Fire — OC-Wright

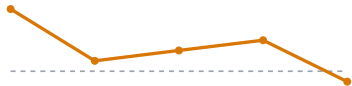
- ▶ Truck 3 was delivered and placed into service, responding to its first structure fire within hours of entering service.
- ▶ Launched a new, ADA-compliant District website to improve communication and accessibility for citizens.
- ▶ Completed annual performance evaluations for all District personnel.
- ▶ Personnel participated in the Truck 3 Push-In Ceremony and Station 3 Open House, the America 250 celebration at the Air Force Armament Museum, and Independence Day events.
- ▶ Responded to 67 calls for service, including 14 mutual aid calls, with no fire loss reported.

METRIC	VALUE	TARGET	TREND	CHART	STATUS
Fire Loss <i>Property value lost to fire</i>	\$0.00	—	—		●
Calls for Service	67	—	▲ 46%		●



Law Enforcement — OCSO

- Priority 1 emergency response slipped just below target, with 88.9% of calls reached within 5 minutes (112 of 126). Violent and property crime counts remain low for the month.

METRIC	VALUE	TARGET	TREND	CHART	STATUS
Emergency Response Time <i>% of Priority 1 calls under 5 minutes</i>	89%	≥ 90%	▼ 4%		●
Violent Crimes <i>Reported FBI UCR Part I incidents in city limits</i>	5	—	—		●
Property Crimes <i>Reported FBI UCR Part I incidents in city limits</i>	9	—	—		●
Calls for Service	432	—	▼ 17%		●
⚠ WATCH — EMERGENCY RESPONSE TIME 112 of 126 Priority 1 calls under 5 minutes (88.9%), just below the 90% target.					

Project Report

New City Hall →

CONSTRUCTION

BUDGET

\$3M

PROGRESS

90%

PHASE

Construction

Project is past its original January 2026 substantial completion date. Completion anticipated end of July.

Azalea Park →

CONSTRUCTION

BUDGET

\$300K

PROGRESS

100%

PHASE

Construction

Construction complete. Ribbon cutting scheduled for Monday, July 7 at 9:00 a.m.

Azalea Neighborhood Infrastructure →

CONSTRUCTION

BUDGET

\$7.54M

PROGRESS

0%

PHASE

Construction

Contract approved at the June 1 City Council meeting. The state loan agreement is expected in July, with Council approval at the August 3 meeting. The Notice to Proceed will then be issued for the contractor to begin work.

Mary Esther Blvd Beautification →

DESIGN

BUDGET

\$724K

PHASE

Design

No bids received on the initial posting; project reposted with bids opening July 7. Staff anticipates a recommendation of award at the August 3 Council meeting.

Christobal Landing →

DESIGN

BUDGET

\$3M

PHASE

Design

Phase 2 archaeological study underway. Bid timeline to be determined upon completion of study.

NW Stormwater Improvements →

DESIGN

BUDGET

\$1M

PHASE

Design

Design 90% complete. Awaiting easement approval from Eglin AFB. Received \$250,000 state appropriation.

Hwy 98 Water Main →

DESIGN

BUDGET

\$3.7M

PHASE

Design

\$3.5M Grant secured. Project proceeding to design.

Wastewater Force Main →

PLANNING

BUDGET

\$14M

PHASE

Planning

Force main option selected by Council; funding now being pursued.

Wastewater Oxidation Ditch →

ON HOLD

BUDGET

\$1.88M

PHASE

On Hold

On hold pending decision on wastewater force main.

[View all projects on our website →](#)

Connecting Performance to Strategy

This report supports the City's Strategic Plan (FY2026-2030). When a metric is flagged **Off Track** or remains at **Watch** for three or more months, the system triggers a strategic review — staff presents the data trail, root cause, and a recommended OKR at the next quarterly Council workshop.

Progress on active OKRs is reported in the Quarterly Strategic Report. For more detail, see the Strategic Plan Implementation Guide.

City of Mary Esther — A Growing Community

195 Christobal Road N · Mary Esther, FL 32569 · (850) 243-3566

cityofmaryesther.com

Report generated July 25, 2026 at 04:48 PM

ATTACHMENT 2



City of Mary Esther

Monthly Performance Report — June 2026

Fiscal Year 2025–2026 · Month 9 of 12

The Monthly Performance Report is published as an interactive web report. It includes department performance measures with trend charts, monthly highlights from each department, capital project updates, and a letter from the City Manager.

Click to view the June 2026 Monthly Performance Report:

https://cityofmaryesther.netlify.app/mary_esther_monthly_report_jun_2026.html

The web version includes interactive trend charts for each measure and a Print / Save as PDF option.

All monthly performance reports are available on the City's website:

<https://www.cityofmaryesther.com/376/Monthly-Performance-Report>

AGENDA ITEM

Agenda Item 10.1.

TO: Honorable Mayor and Members of the City Council

FROM: Tyler Reed, Community Development Director

DATE: August 3, 2026

SUBJECT: Ordinance 2026-02: Electric Bicycles, Motorized Scooters, and Micromobility Devices

BACKGROUND:

Representatives from local municipalities and Okaloosa County convened last year to collaboratively develop an electronic bicycle and micromobility ordinance in response to increasing safety concerns, regulatory inconsistencies, and enforcement challenges associated with the increased use of electric bicycles and scooters.

Through this coordinated effort, a model ordinance was drafted to establish uniform regulations across all participating jurisdictions. The intent is to promote public safety, ensure consistent enforcement, and provide clear guidance to residents and visitors by adopting substantially similar provisions countywide. Several cities throughout the county have already adopted the ordinance, and others are currently adopting it, further advancing a cohesive regulatory framework.

The first reading occurred on July 6, 2026, with unanimous approval.

DISCUSSION:

The proposed ordinance establishes Article V of Chapter 18 of the Code of Ordinances to regulate electric bicycles (E-bikes), motorized scooters (E-scooters), and other micromobility devices within the City of Mary Esther. The ordinance is adopted pursuant to the City's home rule authority under Florida Statutes Section 166.021 and is consistent with the regulatory framework set forth in Florida Statutes Sections 316.2128 and 316.20655.

The ordinance responds to the increasing use of micromobility devices for both transportation and recreational purposes. While supporting these low-cost, energy-efficient mobility options, the ordinance establishes clear operational standards to promote public safety, protect pedestrians, and ensure the orderly use of public rights-of-way.

Key provisions include clearly defined terms consistent with state law, including a limitation that

covered devices may not exceed 20 miles per hour on level ground. The ordinance excludes wheelchairs and other ADA-recognized mobility devices to ensure compliance with federal accessibility requirements.

Operational regulations require operators to comply with all applicable traffic laws and establish specific safety measures. Operators 16 years of age or younger must wear a properly fitted helmet meeting federal safety standards. The ordinance prohibits careless operation, including distracted riding, unsafe speeds, failure to yield to pedestrians, and operating against the flow of traffic. It requires audible signaling when overtaking pedestrians, compliance with traffic control devices, and adherence to state lighting standards. The modification of E-bike motors to exceed manufacturer design speeds is expressly prohibited.

The ordinance permits operation on sidewalks, trails, bike lanes, and roadways in accordance with state law, while requiring that operators travel in the same direction as vehicular traffic. It also establishes parking standards designed to prevent obstruction of sidewalks, building entrances, accessibility ramps, fire hydrants, and emergency facilities. A minimum three-foot pedestrian clearance must be maintained, and abandoned devices are subject to applicable state abandonment procedures.

Enforcement is structured as a non-criminal civil infraction system with a graduated penalty schedule. A first violation results in a written warning, followed by escalating fines for subsequent violations, up to a maximum of \$500.00. This approach emphasizes education and voluntary compliance while providing meaningful enforcement authority when necessary.

After review and discussion with Captain Michael Rader of the Okaloosa County Sheriff's Office, a minor change to the ordinance from the first reading was made. The language from the original ordinance stated, "An operator of an electric bicycle on a sidewalk or any other area designated for pedestrian use may not operate the electric bicycle at a speed greater than 10 miles per hour if a pedestrian is within 50 feet of the electric bicycle," was changed to align with the Okaloosa County Ordinance, now stating "The maximum speed of a micromobility device on a public sidewalk, walkway, path, or trail shall not exceed a speed that is reasonably prudent for the current conditions or environment." Captain Radar recommended this change, stating, "There is little to no chance of measuring an operator's speed on these devices due to the small size and lack of reflectivity needed for speed measurement devices."

Overall, the ordinance provides a comprehensive and balanced regulatory framework that supports micromobility as a transportation option while prioritizing pedestrian safety, accessibility, and consistent enforcement within the City.

FINANCIAL IMPACT:

The ordinance does not create any unfunded mandate or require a budget amendment at this time.

No appropriation of funds is required for the adoption of this ordinance. Future revenue and expenditure adjustments related to commercial permitting or expanded enforcement efforts will be addressed through the annual budget process or by separate resolution of the City Council.

RECOMMENDATION:

Motion to approve a second reading of Ordinance 2026-02 creating Article V of Chapter 18 of the Code of Ordinances to establish regulations governing electric bicycles, motorized scooters, and micromobility devices within the City of Mary Esther.

ATTACHMENT(S):

1. Exhibit A: Ordinance 2026-02
2. Exhibit B: Business Impact Statement

ORDINANCE NO. 26-02

AN ORDINANCE OF THE CITY OF MARY ESTHER, FLORIDA; CREATING ARTICLE V UNDER CHAPTER 18 OF THE MARY ESTHER CODE OF ORDINANCES, TITLED “ELECTRIC BICYCLES, MOTORIZED SCOOTERS, AND MICROMOBILITY DEVICES”; AND PROVIDING FOR ENFORCEMENT, SEVERABILITY, CONFLICTS, CODIFICATIONS, AND AN EFFECTIVE DATE.

SECTION 1: AUTHORITY.

The authority for enactment of this Ordinance is Section 166.021, Florida Statutes, and the City Charter.

SECTION 2. FINDINGS OF FACT.

WHEREAS, the public has a growing interest in using personal micromobility devices, including electric bicycles and motorized scooters for transportation and recreational purposes; and

WHEREAS, the City of Mary Esther City Council supports the safe use of low-cost, energy-efficient micromobility devices on City roads and rights-of-way; and

WHEREAS, Florida Statute 316.2128(1) grants micromobility device and motorized scooter operators, "all of the rights and duties applicable to the rider of a bicycle," including the right to operate motorized scooters on sidewalks, streets, and trails; and

WHEREAS, Sections 316.2128 and 316.20655, Florida Statutes, regulate micromobility devices and authorize the City, under certain circumstances, to adopt an ordinance governing the operation of micromobility devices on streets, highways, sidewalks, and sidewalk areas under the City's jurisdiction; and

WHEREAS, Florida Statute 316.2128(1), further allows local governments to adopt ordinances governing the operation of micromobility devices and motorized scooters on streets, highways, sidewalks, and sidewalk areas under the local government's jurisdiction; and

WHEREAS, the Florida Legislature enacted CS for SB 382 (2026), effective July 1, 2026, amending Section 316.20655, Florida Statutes, to impose specific speed and operational requirements for electric bicycles on shared pathways and pedestrian areas, and establishing the Micromobility Device Safety Task Force and mandatory crash reporting requirements applicable statewide; and

NOW, THEREFORE, be it ordained by the City Council of the City of Mary Esther, Florida as follows:

SECTION 3. RECITALS.

The foregoing recitals are hereby ratified and confirmed as being true and correct and are hereby made a part of this Ordinance.

SECTION 4. CODE OF ORDINANCES.

The Code of Ordinances of the City of Mary Esther is hereby created to read as follows:

Sec. 18-44. – Definitions.

The following definitions shall apply throughout this chapter:

Bicycle: Every vehicle propelled solely by human power, having two tandem wheels, and including any device generally recognized as a bicycle, though equipped with two front or two rear wheels. The term does not include a scooter or similar device. (F.S. § 316.003 (4))

Bicycle Lane: shall mean a portion of a roadway designated for the preferential or exclusive use of bicycles and designated by a bicycle symbol pavement marking and signage in accordance with Florida Department of Transportation and standards and the Manual of Uniform Traffic Control Devices. (F.S. § 316.003 (5))

Bicycle Path: shall mean any road, path, or way that is open to bicycle travel, which road, path, or way is physically separated from motorized vehicular traffic by an open space or by a barrier and is located either within a public or publicly accessible right-of-way or within an independent right-of-way. (F.S. § 316.003(6))

Electric Bicycle or E-Bike: means a bicycle or tricycle equipped with fully operable pedals, a seat or saddle for the use of the rider, and an electric motor. This term includes devices defined as electric bicycles pursuant to section 316.003(23), Florida Statutes, as may be amended. However, this term does not include “wheelchairs” or “other power-driven mobility devices” as defined under the ADA, 28 CFR s. 35.104, as may be amended.

Micromobility Device: means motorized scooters and electric bicycles as defined herein and shall include any motorized transportation device which is incapable of traveling at speeds greater than twenty (20) miles per hour on level ground. This term shall also include those devices defined in section 316.003(41), Florida Statutes, as may be amended. However, this term does not include “wheelchairs” or “other power-driven mobility devices” as defined under the ADA, 28 CFR § 35.104, as may be amended.

Motorized Scooter or E-Scooters: means any vehicle or micromobility device, other than an electric bicycle, that is powered by a motor with or without a seat or saddle for the use of the rider, which is designed to travel on not more than three wheels, and which is not capable of propelling the vehicle at a speed greater than twenty (20) miles per hour on level ground. This term includes those devices defined as motorized scooters pursuant to section 316.003(48), Florida Statutes, as may be amended. However, this term does not include “wheelchairs” or “other power-driven mobility devices” as defined under the ADA, 28 CFR s. 35.104, as may be amended.

Operator: Any person riding, driving, or otherwise in actual physical control of a micromobility device.

Pedestrian: Any person afoot. (F.S. § 316.003(57))

Right-Of-Way: means land devoted to or required for use as a roadway, sidewalk, or other associated feature, and includes, without limitation,

- (i) all existing or dedicated road rights-of-way and
- (ii) all proposed dedications of road rights-of-way set forth on official grading and drainage plans approved pursuant to tentative plats.

Sidewalk: means that portion of a right-of-way between the curbline, or the lateral line, of a roadway and the adjacent property lines, intended for use by pedestrians. (F.S. § 316.003(82))

Sec. 18-45. – Operations.

- (a) Operators of micromobility devices shall comply with all applicable State, County, and City laws, rules, and regulations as may be applicable to such devices.
- (b) Operators of an E-Bike, E-Scooter, or other micromobility device, who are 16 years of age or younger, must wear, at a minimum, a bicycle helmet that is properly fitted and is fastened securely upon the operator's head by a strap and that meets the federal safety standards for bicycle helmets, final rule, 16 C.F.R. part 1203.
- (c) It shall be unlawful for any person to operate any E-Bike, E-Scooter, or other micromobility device in a careless manner. Careless operations of an E-Bike, E-Scooter, or other micromobility device shall include, but is not limited to:
 - (i) Operation of an E-Bike, E-Scooter, or other micromobility device with more than one person on the micromobility device, unless such micromobility device is specifically designed to carry more than one person; or
 - (ii) Operation of an E-Bike, E-Scooter, or other micromobility device while simultaneously using a cellphone, wearing earbuds or similar devices not used to aid in hearing; or
 - (iii) Operation of an E-Bike, E-Scooter, or other micromobility device at a speed greater than is reasonable and prudent under the conditions, having regard to the actual and potential hazards then existing, including, but not limited to; or
 - (i) the safety of the operator or any other person or property; or
 - (ii) Failing to yield to pedestrians; or
 - (iii) Weaving in and out of pedestrian or vehicular traffic; or
 - (iv) Any occurrence where inadvertence to the safe and normal operational procedures of the E-Bike, E-Scooter, or other micromobility device causes or is likely to cause damage to any person or property;
- (d) An operator of an E-Bike, E-Scooter, or other micromobility device shall yield the right-of-way to pedestrians and shall deliver an audible signal before overtaking and passing a pedestrian.
- (e) An operator of an E-Bike, E-Scooter, or other micromobility device shall take such precautions as may be necessary to avoid an accident or collision with a person or property.
- (f) E-Bikes, E-Scooters, and other micromobility devices are permitted to operate on public sidewalks, walkways, paths, or trails; (i) an operator of an electric bicycle on a shared pathway that is

not located adjacent to a roadway, including a shared pathway located in a park or recreational area, shall yield to pedestrians and shall give an audible signal before overtaking and passing a pedestrian; and (ii) The maximum speed of a micromobility device on a public sidewalk, walkway, path, or trail shall not exceed a speed that is reasonably prudent for the current conditions or environment.

Micromobility devices may be operated within designated bike lanes of a roadway, if available; or if no bike lane is available, on the roadway, as close as practicable to the right-hand curb or edge of the roadway except under any of the following situations:

1. When overtaking and passing another bicycle or vehicle proceeding in the same direction.
 2. When preparing for a left turn at an intersection or into a private road or driveway.
 3. When reasonably necessary to avoid any condition or potential conflict, including, but not limited to, a fixed or moving object, parked or moving vehicle, bicycle, pedestrian, animal, surface hazard, turn lane, or substandard-width lane, which makes it unsafe to continue along the right-hand curb or edge or within a bicycle lane.
- (g) When operating an E-bike, E-scooters, or other micromobility device on a roadway or on a sidewalk, when sidewalks are on both sides of the road, operators shall travel in the same direction as the flow of vehicular traffic. E-bikes, E-Scooters, or other micromobility devices operated on roadways shall not be operated against the flow of vehicular traffic.
- (h) An operator of an E-bike, E-Scooter, or other micromobility device must adhere to the same right-of-way laws and regulations as bicycles.
- (i) At a signalized intersection, an operator of an E-bike, E-scooter, or other micromobility device on a sidewalk, walkway, path, or trail must obey the instructions of any applicable pedestrian control signal. If no pedestrian signal is provided, the operator may proceed in accordance with the signal indications for the parallel roadway traffic flow.
- (j) All E-Bike, E-Scooter, or other micromobility devices shall comply with the lighting standards set forth in Section 316.2065(7), Florida Statutes as may be amended, which requires a reflective front white light visible from a distance of at least 500 feet, and a reflective rear red light visible from a distance of at least 600 feet.
- (k) E-Bike motors shall not be modified to allow for higher speed than the E-Bike is designed to attain. (F.S. § 316.20655(4))
- (l) E-Bikes, E-Scooters, or other micromobility devices may not be operated on private property without the express permission of the property owner.

Sec. 18-46. – Parking.

- (a) E-Bike, E-Scooter, or other micromobility devices shall be equipped with a kickstand and always parked upright.
- (b) A person shall not park an E-Bike, E-Scooter, or other micromobility device:

- (i) in a manner that obstructs any ingress or egress from any building or parking area, or in a manner that prevents any sidewalk, walkway, path, or trail from maintaining at least three (3) feet of walkway clearance; or
- (ii) in a manner that obstructs or interferes with pedestrian or vehicular traffic; or on an accessibility ramp for persons with disabilities, or any part thereof, or in any manner that would restrict the movement for persons with disabilities; or
- (iii) within a motor vehicle parking space not designated for micromobility device use; or
- (iv) within fifteen (15) feet of any fire hydrant or in a manner that blocks any other emergency facility; or
- (v) on any public property, except at bicycle racks, designated micromobility parking areas, or other locations specifically authorized by the City Manager or designee; or
- (vi) on any private property without the permission of the property owner.

(c) A person may not attach, secure, store, or park an E-Bike, E-Scooter, or other micromobility device to or upon public property in a manner that may cause injury or damage to any person or thing or in a manner that renders the public property unusable or impassable. E-Bikes, E-Scooters, or other micromobility devices may only be secured to facilities designed to secure and store these devices.

(d) Except as expressly allowed by the City Manager or his or her designee, any E-Bike, E-Scooter, or other micromobility device left unattended on public property, including in parks or rights-of-way, for one (1) week or more shall be deemed abandoned and subject to the provisions of Chapter 705, Florida Statutes. If a device is obstructing or posing a hazard, it is subject to immediate removal and storage at City Hall for one (1) week to allow retrieval by the owner. After one week, the device will be deemed abandoned.

Sec. 18-47. – Penalties.

A violation of any Section of this article shall be deemed a non-criminal traffic infraction, punishable as a non-moving violation as provided in Chapter 318, Florida Statutes. The state-law penalty applies independently of and in addition to the civil penalty imposed under Sec. 18-47 of this Chapter for violation of other provisions hereof.

a) Civil penalties for violations of this article shall be established by resolution of the City Council, not to exceed \$500.00 per violation.

(b) Violations shall be counted on a rolling twelve (12) month basis. After twelve (12) consecutive months with no violations, the count shall reset.

Sec. 18-48. – Enforcement.

[NOTE: New section clarifying enforcement authority.]

(a) This article may be enforced by the Okaloosa County Sheriff's Office, the City's code enforcement officers, or other persons designated by the City Manager.

(b) Code enforcement officers shall have the authority to enforce the parking provisions of Sec. 18-46 and to issue citations for violations of this article through the City's code enforcement process.

(c) Nothing in this article shall be construed to limit the authority of law enforcement officers to enforce applicable state traffic laws or to take any other action authorized by law.

(d) The Okaloosa County Sheriff's Office (OCSO) shall, beginning 30 days after effective date of CS for SB 382, maintain a list of all traffic crashes investigated by the Department which involve a micromobility device, regardless of whether the crash is reported on a Florida Traffic Crash Report (Long Form), short-form crash report, or driver exchange of information form. Each such list entry must include: (1) the date and time of the crash; (ii) if applicable, the class of electric bicycle involved, (iii) the age of the micromobility device operator; and (iv) if known, whether the operator possessed a valid Florida learner's driver license or driver's license at the time of the crash. By October 15, 2026, the OCSO shall submit a report to the Department of Highway Safety and Motor Vehicles containing a list of all micromobility device crashes investigated by the Department from the beginning of the reporting period through September 30, 2026, in the form and manner determined by the state Department of Highway Safety and Motor Vehicles.

Sec. 18-49. – Commercial Micromobility Providers.

(a) No person or entity shall deploy, offer for rent, or otherwise make available for public use any shared or commercial micromobility devices within the City without first entering into an operating agreement approved by the City Council or obtaining a permit from the City Manager or designee.

(b) An application for a commercial micromobility operating agreement or permit shall include, at a minimum:

- (1) The name, address, and contact information of the applicant and any parent company;
- (2) A description of the devices to be deployed, including type, quantity, and maximum fleet size;
- (3) A proposed service area map;
- (4) Proof of commercial general liability insurance in an amount determined by the City Manager, naming the City as an additional insured;
- (5) An indemnification and hold harmless agreement in a form acceptable to the City Attorney;
- (6) A plan for device maintenance, rebalancing, and removal of inoperable devices within twenty-four (24) hours of notification; and
- (7) A plan for customer education regarding applicable laws and regulations, to include the state-mandated requirements of Section 316.20655(10), Florida Statutes, governing electric bicycle speed limits near pedestrians and operation on shared pathways not adjacent to roadways.

(c) The City Council may establish permit fees, per-device fees, and other charges by resolution as part of the comprehensive fee schedule.

(d) The City Manager or designee may impose conditions on any permit or operating agreement to address public safety, parking, fleet size, hours of operation, geographic restrictions, data sharing, and other operational requirements.

(e) A permit or operating agreement may be suspended or revoked by the City Manager for failure to comply with the terms of the agreement, this article, or any applicable law.

(f) Notwithstanding Section 18-46 (d), any commercial micromobility device deployed within the City without a valid permit or operating agreement may be impounded by the City or its agents, independent of the abandoned property procedures of Chapter 705, Florida Statutes. The provider shall be responsible for all costs associated with impoundment and storage.

SECTION 5. SEVERABILITY.

In the event any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, it is the intent of City Council that such invalidity shall not affect any other provisions of the Ordinance which may be given effect without the invalid provision or application, and, to this end, the provisions of this Ordinance are declared severable.

SECTION 6. CONFLICTS.

All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 7. CODIFICATION.

It is the intention of the Mary Esther City Council that the provisions of this Ordinance shall become a part of the City's Code of Ordinances; and that sections of this Ordinance may be renumbered or re-lettered and the word "ordinance" may be changed to "chapter", "section", "article", or such other appropriate word or phrase in order to accomplish such intentions; and regardless of whether such inclusion in the Code is accomplished, sections of this Ordinance may be renumbered or re-lettered and the correction of typographical errors which do not affect the intent may be authorized by the City Manager, without need of public hearing, by filing a corrected or recodified copy of the same with the City Clerk.

SECTION 8. EFFECTIVE DATE.

The provisions of this Ordinance shall take effect as provided by law.

So Done this ____ day of _____, 2026.

**By: Chris Stein, Mayor
City of Mary Esther, Florida**

ATTEST:

Dillon Morris, City Clerk

1st Reading: _____

Published: _____

2nd Reading: _____

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City's website by the time notice of the proposed ordinance is published. This Business Impact Estimate may be revised following its initial posting.

AN ORDINANCE OF THE CITY OF MARY ESTHER, FLORIDA; CREATING ARTICLE V UNDER CHAPTER 18 OF THE MARY ESTHER CODE OF ORDINANCES, TITLED "ELECTRIC BICYCLES, MOTORIZED SCOOTERS, AND MICROMOBILITY DEVICES"; AND PROVIDING FOR ENFORCEMENT, SEVERABILITY, CONFLICTS, CODIFICATIONS, AND AN EFFECTIVE DATE.

Ordinance 2026-02

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City is of the view that a business impact estimate is not required by state law¹ for the proposed ordinance:

- ☒ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

If no exemption applies, in accordance with the provisions of controlling law, the City hereby publishes the following information:

¹ See Section 166.041(4)(c), Florida Statutes.

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

To amend the Code of Ordinances to support the safe use of low-cost, energy-efficient micromobility devices on City roads and rights-of-way.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City if any:

- (a) An estimate of direct compliance costs that businesses may reasonably incur;
- (b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
- (c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

No direct economic impacts are anticipated.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

No business will be impacted.

4. Additional information the governing body deems useful (if any):

AGENDA ITEM

Agenda Item 11.1.

TO: Honorable Mayor and Members of the City Council

FROM: Dillon Morris, City Clerk

DATE: August 3, 2026

SUBJECT: Proclamation: Connie Schabowski Day

BACKGROUND:

Connie Schabowski was selected as the Citizen of the Year 2026 in Mary Esther. One of the awards is a proclamation declaring her birthday as "Connie Schabowski Day" at the regular meeting preceding their birthday. Connie Schabowski's birthday is August 23rd, and she will be turning 77 years old.

DISCUSSION:

Staff requests approval to execute a Proclamation proclaiming and recognizing August 23rd, 2026, as "Connie Schabowski Day" 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 August 23rd, 2026, as "Connie Schabowski Day" in Mary Esther.

ATTACHMENT(S):

1. Proclamation - Connie Schabowski Day



City of Mary Esther Proclamation

Connie Schabowski Day

WHEREAS, Connie Schabowski will be honored by friends and relatives on the occasion of their 77th birthday on August 23rd; and

WHEREAS, they were born in Danville, Illinois, on August 23rd, 1949, and have been a resident of this community since October 2014; and

WHEREAS, they have been blessed with 1 child, Shannon, and 2 grandchildren, Carl and Brandon; and

WHEREAS, in addition to their duties as mother, they have been active in the community and civic responsibilities, including volunteer work at the Mary Esther Public Library, volunteer work at Sharing and Caring of Okaloosa County, work at the HCA Florida Fort Walton-Destin Hospital Gift Shop, and attending the First Christian Church of Fort Walton Beach; and

WHEREAS, during a long and productive lifetime, they have demonstrated in countless ways their dedication to the welfare of others and have earned the respect and affection of people from all walks of life and all ages; and

WHEREAS, they have lived during the most eventful century of this world's history, and in their quiet way, have been a force for good and a stabilizing influence on those around them during these turbulent years;

NOW, THEREFORE I, Chris Stein, by virtue of the authority vested in me as Mayor of the City of Mary Esther, Florida, and on behalf of the entire City Council and all our citizens, do hereby proclaim August 23rd, 2026, as Connie Schabowski Day in the City of Mary Esther with sincere congratulations and best wishes for many more happy, productive years in the future.

SO DONE this 3rd Day of August 2026.

By: _____

Chris Stein, Mayor

ATTEST:

Dillon Morris, City Clerk

AGENDA ITEM

Agenda Item 11.2.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: August 3, 2026

SUBJECT: Resolution 26-13: Adoption of the Citizens Appearing Before the City Council Policy

BACKGROUND:

The City Council's regular meeting agenda includes a section entitled "Citizens Who Have Requested to Be Placed on the Agenda," which allows members of the public to bring matters before the Council. Under the current practice, a citizen must submit a request form by 12:00 p.m. one week before the day of the meeting, and no staff report accompanies the item. As a result, the Council frequently hears these items without background information, prior history, or staff analysis in the agenda packet.

At its July 6, 2026 regular meeting, the City Council discussed this practice and directed staff to develop a formal policy requiring that all citizen requests to be placed on the agenda be submitted at least ten (10) business days prior to the Council meeting, and that staff prepare a staff report for each request and include it with the agenda in the same manner as any other agenda item.

DISCUSSION:

Staff has prepared the attached Citizens Appearing Before the City Council Policy for adoption by resolution. The policy makes the following key changes:

First, each request must be made on the City's request form, which may be submitted in person at City Hall, by email, or by other electronic means made available by the City. Second, a complete request must be received no later than ten (10) business days prior to the meeting at which the citizen wishes to appear. Requests received after the deadline will be considered for the next regular meeting for which the deadline can be met. Third, staff will prepare a staff report for each request placed on the agenda, in the same format used for all other agenda items, including background, discussion, financial impact, and a staff recommendation where appropriate. The staff report and any supporting materials submitted by the requestor will be included in the agenda packet.

The policy also codifies the existing practice that submission of a request does not guarantee placement on the agenda, and provides that the City Manager will review each request for completeness and appropriateness and advise the requestor of its disposition.

FINANCIAL IMPACT:

There is no direct financial impact.

RECOMMENDATION:

Motion to approve Resolution 26-13, adopting the Citizens Appearing Before the City Council Policy.

ATTACHMENT(S):

1. Resolution 26-13: Citizens Appearing Before the City Council Policy
2. Exhibit A: Citizens Appearing Before the City Council

RESOLUTION NO. 26-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARY ESTHER, FLORIDA, ADOPTING A POLICY GOVERNING CITIZENS APPEARING BEFORE THE CITY COUNCIL; ESTABLISHING A REQUIREMENT THAT REQUESTS TO BE PLACED ON THE AGENDA BE SUBMITTED AT LEAST TEN (10) BUSINESS DAYS PRIOR TO THE CITY COUNCIL MEETING; REQUIRING STAFF TO PREPARE A STAFF REPORT FOR EACH SUCH REQUEST FOR INCLUSION IN THE AGENDA PACKET; AUTHORIZING THE CITY MANAGER TO IMPLEMENT THE POLICY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Mary Esther provides a section on its regular meeting agenda for citizens who have requested to be placed on the agenda; and

WHEREAS, the City Council has directed staff to establish a uniform policy requiring that all requests by citizens to be placed on the agenda be submitted at least ten (10) business days prior to the City Council meeting, and requiring that staff prepare a staff report for each such request and include it with the agenda in the same manner as any other agenda item; and

WHEREAS, the City Council finds that adoption of the attached Citizens Appearing Before the City Council Policy will promote orderly and efficient meetings, provide the City Council with adequate information upon which to consider citizen requests, and is in the best interest of the City and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARY ESTHER, FLORIDA, AS FOLLOWS:

SECTION 1: ADOPTION OF POLICY

The City Council hereby adopts the Citizens Appearing Before the City Council Policy, attached hereto as Exhibit "A" and incorporated herein by reference (the "Policy").

SECTION 2: IMPLEMENTATION

The City Manager is hereby authorized and directed to implement the Policy, including the preparation of any forms and administrative procedures necessary or appropriate to carry out its provisions.

SECTION 3: JURISDICTION

If any word, phrase, clause, sentence, or paragraph hereof shall be held invalid by any court of competent jurisdiction, such holding shall not affect any other word, clause, sentence, or paragraph hereof.

SECTION 4: REPEALER CLAUSE

All City of Mary Esther Resolutions or parts of Resolutions, and any City of Mary Esther Policies or parts of Policies, which are in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5: EFFECTIVE DATE

This resolution shall take effect immediately upon its passage and adoption.

SO DONE this _____ day of _____ 2026.

By:

Approved as to form and legality:

Chris Stein,
Mayor
City of Mary Esther,
Florida

Hayward Dykes, Jr.,
City Attorney

Attest:

Dillon Morris,
City Clerk

Time Adopted: _____

CITY OF MARY ESTHER, FLORIDA COUNCIL POLICY

POLICY TITLE: Citizens Appearing Before the City Council
POLICY NUMBER: _____
EFFECTIVE DATE: _____
ADOPTED BY: Resolution No. 26-13
REVISION DATE(S): N/A

1. PURPOSE

The purpose of this policy is to establish a uniform procedure for citizens who request to be placed on the agenda of a regular meeting of the City Council, and to ensure that the City Council receives adequate background information on each such request through a staff report prepared and distributed in the same manner as any other agenda item.

2. SCOPE

This policy applies to all requests by members of the public to appear before the City Council under the agenda section entitled "Citizens Who Have Requested to Be Placed on the Agenda." This policy does not apply to public comment on non-agenda items, to comment on items already appearing on the agenda, or to quasi-judicial proceedings, public hearings, or other matters governed by separate legal requirements.

3. POLICY

3.1 Written Request Required. Any citizen who wishes to be placed on the agenda of a regular City Council meeting must complete the City's request form. Forms are available at City Hall and on the City's website (www.cityofmaryesther.com). A completed form may be submitted in person at City Hall, by email, or by other electronic means made available by the City. Requests will not be accepted by telephone.

3.2 Submission Deadline. A complete request must be received no later than ten (10) business days prior to the date of the City Council meeting at which the citizen wishes to appear. Requests received after the deadline will be considered for the next regular meeting for which the deadline can be met.

3.3 Contents of Request. Each request must include the requestor's name, address, and contact information; a description of the subject matter to be presented; the specific action, if any, requested of the City Council; and any supporting materials the requestor wishes to have included in the agenda packet.

3.4 Staff Report Required. For each request placed on the agenda, City staff shall prepare a staff report in the same format used for all other agenda items. The staff report shall include, at a minimum, relevant background information, a discussion of the subject matter, any prior City Council action on the matter, the financial impact, if any, and a staff recommendation where appropriate. The staff report and any supporting materials shall be included in the agenda packet and distributed with the agenda in the same manner as any other agenda item.

3.5 Placement on the Agenda. Submission of a request does not guarantee placement on the agenda. The City Manager shall review each request for completeness and shall determine whether the subject matter is appropriate for placement on the agenda, including whether the matter is within the jurisdiction of the City Council. The City Manager shall advise the requestor of the disposition of the request.

3.6 Presentation. The presiding officer may establish reasonable time limits for presentations under this section and shall maintain order and decorum during all presentations.

3.7 City Council Action. The City Council may take action on the matter presented, refer the matter to staff for further review, direct that the matter be placed on a future agenda, or take no action.

4. ADMINISTRATION

The City Manager is authorized to establish administrative procedures and forms necessary to implement this policy.

AGENDA ITEM

Agenda Item 11.3.

TO: Honorable Mayor and Members of the City Council

FROM: Tyler Reed, Community Development Director

DATE: August 3, 2026

SUBJECT: Resolution 26-14: Approval of an Extension to the Interlocal Agreement with Okaloosa County for Close-Out of Pending Building Permits

BACKGROUND:

Pursuant to Resolution No. 26-10, the City Council approved a Contract for Services with E.P. Consultants, Inc. (E.P.C.I.) to provide third-party Building Department Services, including building plan review and inspection services, and terminated the Interlocal Agreement (ILA) for Building Department Services with Okaloosa County. E.P.C.I. will assume responsibility for Building Department Services effective August 24, 2026.

Certain building permit applications received prior to August 24, 2026, will remain in process on that date. To provide for an orderly transition and avoid disruption to applicants, staff and the City Attorney recommend extending the Interlocal Agreement for the limited purpose of allowing Okaloosa County to complete all Building Department functions associated with those applications, including plan review, permit issuance, inspections, revisions, and the issuance of certificates of occupancy or completion, while E.P.C.I. assumes responsibility for all building permit applications submitted on or after August 24, 2026.

DISCUSSION:

The proposed extension provides for an orderly transition of Building Department Services by allowing the County to complete building permit applications already in process, thereby avoiding the transfer of applications between reviewing agencies mid-process. The City Attorney is preparing the draft extension agreement in coordination with County staff and the County Attorney's Office. County staff anticipate presenting the agreement to the Board of County Commissioners at its August 18, 2026, meeting. Once finalized through legal review, the agreement will be provided to the City Council. This resolution authorizes execution of the agreement in substantially the form presented, subject to such changes as may be approved by the City Manager and City Attorney.

FINANCIAL IMPACT:

None anticipated. The extension continues existing arrangements for permits already in process.

RECOMMENDATION:

Motion to adopt Resolution 26-14, approving an extension to the Interlocal Agreement with Okaloosa County for the close-out of existing building permit applications, and authorizing the Mayor to execute the agreement.

ATTACHMENT(S):

1. Resolution 26-14: ILA Extension Building Permit Close-Out

RESOLUTION NO. 26-14

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARY ESTHER, FLORIDA, APPROVING AN EXTENSION TO THE INTERLOCAL AGREEMENT WITH OKALOOSA COUNTY FOR THE CLOSE-OUT OF PENDING BUILDING PERMIT APPLICATIONS; AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 163.01, Florida Statutes, the “Florida Interlocal Cooperation Act of 1969,” authorizes local governments to make the most efficient use of their powers by cooperating with one another by contract; and

WHEREAS, pursuant to Resolution 26-10, the City approved a Contract for Services with E.P. Consultants, Inc. (“E.P.C.I.”) for third-party building plan review and inspection services and terminated the Interlocal Agreement for Building Department Services with Okaloosa County, with Building Department Services transitioning to E.P.C.I. on August 24, 2026; and

WHEREAS, certain building permit applications received prior to August 24, 2026, will remain in process on that date, and the City and the County desire to extend the Interlocal Agreement for the limited purpose of allowing the County to complete all building department functions associated with those applications, including plan review, permitting, inspections, revisions, and the issuance of certificates of occupancy or completion, while E.P.C.I. assumes responsibility for all building permit applications submitted on or after August 24, 2026; and

WHEREAS, the City Council finds that an extension of the Interlocal Agreement for this limited close-out purpose ensures continuity of Building Department Services for residents and contractors and is in the best interest of the City and its residents; and

WHEREAS, the City Council finds that allowing the County to complete building permit applications already in progress will avoid unnecessary duplication of plan review, reduce costs to applicants, minimize delays, and provide for an orderly transition of Building Department Services; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARY ESTHER, FLORIDA, AS FOLLOWS:

SECTION 1: AUTHORIZATION OF AGREEMENT

The City Council hereby approves the Extension to the Interlocal Agreement between the City of Mary Esther and Okaloosa County for the close-out of building permit applications received prior to August 24, 2026, in substantially the form presented to the Council, with such changes, insertions, or omissions as may be approved by the City

Manager and City Attorney, whose execution shall be conclusive evidence of such approval. The Mayor is hereby authorized to execute the Agreement on behalf of the City.

SECTION 2: SEVERABILITY

If any word, phrase, clause, sentence, or paragraph hereof shall be held invalid by any court of competent jurisdiction, such holding shall not affect any other word, clause, sentence, or paragraph hereof.

SECTION 3: REPEALER CLAUSE

All City of Mary Esther Resolutions or parts of Resolutions, and any City of Mary Esther Policies or parts of Policies, which are in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 4: EFFECTIVE DATE

This resolution shall take effect immediately upon its passage and adoption.

SO DONE this _____ day of _____ 2026.

By:

Approved as to form and legality:

Chris Stein,
Mayor
City of Mary Esther,
Florida

Hayward Dykes, Jr.,
City Attorney

Attest:

Dillon Morris,
City Clerk

Time Adopted: _____

AGENDA ITEM

Agenda Item 11.4.

TO: Honorable Mayor and Members of the City Council

FROM: Heather Day, Finance Director

DATE: August 3, 2026

SUBJECT: Resolution 26-15: Approval of Amendment No. 4 to State Revolving Fund Loan Agreement No. WW460201

BACKGROUND:

The original State Revolving Fund (SRF) Loan Agreement No. WW460201 was approved to fund multiple wastewater improvement projects, including wastewater system improvements in the Springdale Neighborhood, demolition of the City's wastewater package treatment plant, wastewater infrastructure improvements in the Azalea Park Neighborhood, and rehabilitation of the wastewater treatment plant oxidation ditch.

The rehabilitation of the wastewater treatment plant oxidation ditch project has been placed on hold while the City evaluates the potential option of sending its wastewater to Okaloosa County for treatment. Due to delays in the Azalea Park Neighborhood Rehabilitation Project, the overall construction schedule for the loan has exceeded the SRF program's anticipated five-year construction period. To comply with SRF program requirements and allow the completed and active eligible projects under the existing loan agreement to be properly managed and closed out, it is necessary to remove the Azalea Park wastewater improvements from the current loan agreement.

The Azalea Park Neighborhood wastewater improvements will be financed under a separate SRF loan agreement, allowing that project to proceed independently while the remaining eligible projects under Loan Agreement No. WW460201 can continue to be addressed in accordance with SRF program requirements.

DISCUSSION:

Amendment No. 4 to State Revolving Fund (SRF) Loan Agreement No. WW460201 removes the Azalea Park Neighborhood Wastewater Infrastructure Rehabilitation Project and the wastewater treatment plant (WWTP) oxidation ditch rehabilitation project from the existing loan agreement. The amendment reduces the loan amount from its original authorized amount to \$394,071, representing the total funds drawn for the completed wastewater improvements in the Springdale Neighborhood and the demolition of the City's wastewater package treatment plant.

The remaining \$4,414,429 in project funding will be removed from Loan Agreement No. WW460201 and incorporated into a new SRF Loan Agreement, WW460202. The new loan agreement will provide funding for the Azalea Park Neighborhood Wastewater Infrastructure

Rehabilitation Project and the cured-in-place pipe (CIPP) lining of sewer mains in the Springdale Neighborhood.

FINANCIAL IMPACT:

Amendment No. 4 reduces SRF Loan Agreement No. WW460201 to the amount actually drawn for eligible project costs, totaling \$394,071. Including the 2% SRF loan service fee, the total repayment obligation under the amended loan agreement is \$401,952. The loan will be repaid over a 20-year term at 0% interest, with semiannual payments of \$10,048.80 beginning September 15, 2027.

RECOMMENDATION:

Motion to adopt Resolution 26-15, approving Amendment No. 4 to State Revolving Fund Loan Agreement No. WW460201 with the Florida Department of Environmental Protection, and authorizing the Mayor to execute the amendment on behalf of the City.

ATTACHMENT(S):

1. Resolution 26-15: Amendment 4 to SRF Loan Agreement WW460201
2. Exhibit A: SRF Loan Amendment
3. SRF Loan Amortization Schedule

RESOLUTION NO. 26-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARY ESTHER, FLORIDA, APPROVING AMENDMENT NO. 4 TO STATE REVOLVING FUND LOAN AGREEMENT NO. WW460201 WITH THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION; REMOVING THE AZALEA PARK NEIGHBORHOOD WASTEWATER INFRASTRUCTURE REHABILITATION PROJECT AND THE WASTEWATER TREATMENT PLANT OXIDATION DITCH REHABILITATION PROJECT FROM THE LOAN AGREEMENT; REDUCING THE TOTAL AMOUNT AWARDED TO \$394,071; REVISING THE SEMIANNUAL LOAN PAYMENT; DESIGNATING THE AUTHORIZED REPRESENTATIVE; AUTHORIZING THE MAYOR TO EXECUTE THE AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Mary Esther (the "City") and the State of Florida Department of Environmental Protection (the "Department") entered into Clean Water State Revolving Fund Loan Agreement No. WW460201, as amended, authorizing a Loan amount of \$4,808,500, excluding Capitalized Interest, to fund wastewater improvements in the Springdale Neighborhood, demolition of the City's wastewater package treatment plant, wastewater infrastructure improvements in the Azalea Park Neighborhood, and rehabilitation of the wastewater treatment plant oxidation ditch; and

WHEREAS, the rehabilitation of the wastewater treatment plant oxidation ditch has been placed on hold while the City evaluates the potential option of sending its wastewater to Okaloosa County for treatment, and delays in the Azalea Park Neighborhood Rehabilitation Project have caused the overall construction schedule for the Loan to exceed the five-year construction period anticipated by the State Revolving Fund program; and

WHEREAS, in order to comply with State Revolving Fund program requirements and to allow the completed and active eligible projects under Loan Agreement No. WW460201 to be properly managed and closed out, it is necessary to remove the Azalea Park Neighborhood Wastewater Infrastructure Rehabilitation Project and the wastewater treatment plant oxidation ditch rehabilitation project from the Loan Agreement; and

WHEREAS, the Department has prepared Amendment No. 4 to Loan Agreement No. WW460201, which reduces the total amount awarded by \$4,414,429 to a revised total amount awarded of \$394,071, representing the funds actually drawn for the completed wastewater improvements in the Springdale Neighborhood and the demolition of the City's wastewater package treatment plant; establishes a Loan Service Fee of \$7,881; provides a total amount of the Loan to be repaid of \$401,952; and revises the Semiannual Loan Payment to \$10,048.80, commencing September 15, 2027; and

WHEREAS, the \$4,414,429 in project funding removed from Loan Agreement No. WW460201 will be incorporated into new State Revolving Fund Loan Agreement No. WW460202, which provides funding for the Azalea Park Neighborhood Wastewater Infrastructure Rehabilitation Project and the cured-in-place pipe (CIPP) lining of sewer mains in the Springdale Neighborhood; and

WHEREAS, Loan Agreement No. WW460201 requires that the official of the City authorized to sign documents associated with the Loan be authorized by ordinance or resolution; and

WHEREAS, the City Council finds that approval of Amendment No. 4 to State Revolving Fund Loan Agreement No. WW460201 is necessary to properly close out the Loan and is in the best interest of the City and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARY ESTHER, FLORIDA, AS FOLLOWS:

SECTION 1: APPROVAL OF AMENDMENT NO. 4

The City Council hereby approves Amendment No. 4 to State Revolving Fund Loan Agreement No. WW460201 between the City of Mary Esther and the State of Florida Department of Environmental Protection, attached hereto as Exhibit "A" and incorporated herein by reference (the "Amendment").

SECTION 2: AUTHORIZED REPRESENTATIVE

The Mayor is hereby designated as the Authorized Representative of the City for purposes of executing the Amendment, and the City Manager is hereby designated as the Authorized Representative of the City for purposes of executing all other documents associated with the Loan, including disbursement requests and certifications required under the Loan Agreement.

SECTION 3: AUTHORIZATION TO EXECUTE

The Mayor is hereby authorized to execute the Amendment on behalf of the City, and the City Clerk is authorized to attest to the same and to affix the seal of the City thereto. The City Manager and the Finance Director are further authorized and directed to take all actions necessary or appropriate to carry out the terms of the Loan Agreement as amended.

SECTION 4: JURISDICTION

If any word, phrase, clause, sentence, or paragraph hereof shall be held invalid by any court of competent jurisdiction, such holding shall not affect any other word, clause, sentence, or paragraph hereof.

SECTION 5: REPEALER CLAUSE

All City of Mary Esther Resolutions or parts of Resolutions which are in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 6: EFFECTIVE DATE

This resolution shall take effect immediately upon its passage and adoption.

SO DONE this _____ day of _____ 2026.

By:

Approved as to form and legality:

Chris Stein,
Mayor
City of Mary Esther,
Florida

Hayward Dykes, Jr.,
City Attorney

Attest:

Dillon Morris,
City Clerk

Time Adopted: _____

**STATE REVOLVING FUND
AMENDMENT 4 TO LOAN AGREEMENT WW460201
CITY OF MARY ESTHER**

This amendment is executed by the STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (Department) and the CITY OF MARY ESTHER, FLORIDA, (Local Government) existing as a local governmental entity under the laws of the State of Florida. Collectively, the Department and the Local Government shall be referred to as “Parties” or individually as “Party”.

The Department and the Local Government entered into a State Revolving Fund Loan Agreement, Number WW460201, as amended, authorizing a Loan amount of \$4,808,500, excluding Capitalized Interest; and

The Loan Amount, Semiannual Loan Payment amount, and Project costs need adjustment to reflect actual costs; and

Certain provisions of the Agreement need to be revised.

The Parties hereto agree as follows:

1. The total amount awarded is reduced by \$4,414,429. The revised total amount awarded is \$394,071.
2. The Loan Service Fee is \$7,881. The fee represents two percent of the Loan amount excluding Capitalized Interest; that is, two percent of \$394,071.
3. The total amount of the Loan to be repaid is \$401,952. This consists of \$394,071 disbursed to the Local Government, plus accrued Capitalized Interest of \$0 and service fee charges of \$7,881.
4. The Semiannual Loan Payment amount is hereby revised and shall be in the amount of \$10,048.80. Such payments shall be received by the Department on September 15, 2027 and semiannually thereafter on March 15 and September 15 of each year until all amounts due hereunder have been fully paid.
5. Subsection 2.03(1) of the Agreement is deleted and replaced as follows:
 - (1) The financial assistance authorized pursuant to this Loan Agreement consists of the following:

State Resources Awarded to the Local Government Pursuant to this Agreement Consist of the Following Resources Subject to Section 215.97, F.S.:					
State Program Number	Funding Source	CSFA Number	CSFA Title or Fund Source Description	Funding Amount	State Appropriation Category
Original Agreement	Wastewater Treatment and Stormwater Management TF	37.077	Wastewater Treatment Facility Construction	\$394,071	140131

6. Project Costs are revised as follows:

The Local Government and the Department acknowledge that changes in Project costs may occur as a result of an audit. Unless this Agreement is amended subsequent to an audit, the following Project disbursements shall be final.

CATEGORY	PROJECT COSTS (\$)
Construction and Demolition	352,902
Technical Services During Construction	41,169
TOTAL (Loan Principal Amount)	394,071

7. All other terms and provisions of the Loan Agreement shall remain in effect.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

This Amendment 4 to Loan Agreement WW460201 may be executed in two or more counterparts, any of which shall be regarded as an original and all of which constitute but one and the same instrument.

IN WITNESS WHEREOF, the Department has caused this amendment to the Loan Agreement to be executed on its behalf by the Secretary or Designee and the Local Government has caused this amendment to be executed on its behalf by its Authorized Representative and by its affixed seal. The effective date of this amendment shall be as set forth below by the Department.

for
CITY OF MARY ESTHER

Mayor

Attest:

Approved as to form and legal sufficiency:

City Clerk
SEAL

City Attorney

for
STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION

Secretary or Designee

Date

Florida State Revolving Fund
Amortization Schedule Report

Sponsor: Mary Esther
Funding Number: CW-460201

Loan Number	Payment #	Payment	Date	Rate	Principal	Interest	GAA Fees	Service Fee	SF Int	Total to Pay
CW-460201	1	\$10,048.80	Sep 15, 2027	0.000 %	\$2,167.80	\$0.00	\$0.00	\$7,881.00	\$0.00	\$391,903.20
	2	\$10,048.80	Mar 15, 2028	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$381,854.40
	3	\$10,048.80	Sep 15, 2028	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$371,805.60
	4	\$10,048.80	Mar 15, 2029	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$361,756.80
	5	\$10,048.80	Sep 15, 2029	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$351,708.00
	6	\$10,048.80	Mar 15, 2030	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$341,659.20
	7	\$10,048.80	Sep 15, 2030	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$331,610.40
	8	\$10,048.80	Mar 15, 2031	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$321,561.60
	9	\$10,048.80	Sep 15, 2031	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$311,512.80
	10	\$10,048.80	Mar 15, 2032	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$301,464.00
	11	\$10,048.80	Sep 15, 2032	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$291,415.20
	12	\$10,048.80	Mar 15, 2033	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$281,366.40
	13	\$10,048.80	Sep 15, 2033	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$271,317.60
	14	\$10,048.80	Mar 15, 2034	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$261,268.80
	15	\$10,048.80	Sep 15, 2034	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$251,220.00
	16	\$10,048.80	Mar 15, 2035	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$241,171.20
	17	\$10,048.80	Sep 15, 2035	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$231,122.40
	18	\$10,048.80	Mar 15, 2036	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$221,073.60
	19	\$10,048.80	Sep 15, 2036	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$211,024.80
	20	\$10,048.80	Mar 15, 2037	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$200,976.00
	21	\$10,048.80	Sep 15, 2037	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$190,927.20
	22	\$10,048.80	Mar 15, 2038	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$180,878.40
	23	\$10,048.80	Sep 15, 2038	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$170,829.60
	24	\$10,048.80	Mar 15, 2039	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$160,780.80
	25	\$10,048.80	Sep 15, 2039	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$150,732.00

Florida State Revolving Fund
Amortization Schedule Report

Sponsor: Mary Esther
Funding Number: CW-460201

Loan Number	Payment #	Payment	Date	Rate	Principal	Interest	GAA Fees	Service Fee	SF Int	Total to Pay
CW-460201	26	\$10,048.80	Mar 15, 2040	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$140,683.20
	27	\$10,048.80	Sep 15, 2040	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$130,634.40
	28	\$10,048.80	Mar 15, 2041	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$120,585.60
	29	\$10,048.80	Sep 15, 2041	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$110,536.80
	30	\$10,048.80	Mar 15, 2042	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$100,488.00
	31	\$10,048.80	Sep 15, 2042	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$90,439.20
	32	\$10,048.80	Mar 15, 2043	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$80,390.40
	33	\$10,048.80	Sep 15, 2043	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$70,341.60
	34	\$10,048.80	Mar 15, 2044	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$60,292.80
	35	\$10,048.80	Sep 15, 2044	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$50,244.00
	36	\$10,048.80	Mar 15, 2045	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$40,195.20
	37	\$10,048.80	Sep 15, 2045	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$30,146.40
	38	\$10,048.80	Mar 15, 2046	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$20,097.60
	39	\$10,048.80	Sep 15, 2046	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$10,048.80
	40	\$10,048.80	Mar 15, 2047	0.000 %	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CW-460201 Totals					\$394,071.00	\$0.00	\$0.00	\$7,881.00	\$0.00	

Combined								
Date	Payment #	Payment	Principal	Interest	GAA Fees	Service Fee	SF Int	Left To Pay
9/15/2027	1	\$10,048.80	\$2,167.80	\$0.00	\$0.00	\$7,881.00	\$0.00	\$391,903.20
3/15/2028	2	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$381,854.40
9/15/2028	3	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$371,805.60
3/15/2029	4	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$361,756.80
9/15/2029	5	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$351,708.00

Florida State Revolving Fund
Amortization Schedule Report

Sponsor: Mary Esther
Funding Number: CW-460201

Combined								
Date	Payment #	Payment	Principal	Interest	GAA Fees	Service Fee	SF Int	Left To Pay
3/15/2030	6	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$341,659.20
9/15/2030	7	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$331,610.40
3/15/2031	8	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$321,561.60
9/15/2031	9	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$311,512.80
3/15/2032	10	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$301,464.00
9/15/2032	11	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$291,415.20
3/15/2033	12	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$281,366.40
9/15/2033	13	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$271,317.60
3/15/2034	14	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$261,268.80
9/15/2034	15	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$251,220.00
3/15/2035	16	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$241,171.20
9/15/2035	17	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$231,122.40
3/15/2036	18	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$221,073.60
9/15/2036	19	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$211,024.80
3/15/2037	20	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$200,976.00
9/15/2037	21	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$190,927.20
3/15/2038	22	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$180,878.40
9/15/2038	23	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$170,829.60

Florida State Revolving Fund
Amortization Schedule Report

Sponsor: Mary Esther
Funding Number: CW-460201

Combined								
Date	Payment #	Payment	Principal	Interest	GAA Fees	Service Fee	SF Int	Left To Pay
3/15/2039	24	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$160,780.80
9/15/2039	25	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$150,732.00
3/15/2040	26	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$140,683.20
9/15/2040	27	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$130,634.40
3/15/2041	28	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$120,585.60
9/15/2041	29	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$110,536.80
3/15/2042	30	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$100,488.00
9/15/2042	31	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$90,439.20
3/15/2043	32	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$80,390.40
9/15/2043	33	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$70,341.60
3/15/2044	34	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$60,292.80
9/15/2044	35	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$50,244.00
3/15/2045	36	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$40,195.20
9/15/2045	37	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$30,146.40
3/15/2046	38	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$20,097.60
9/15/2046	39	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$10,048.80
3/15/2047	40	\$10,048.80	\$10,048.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total		\$401,952.00	\$394,071.00	\$0.00	\$0.00	\$7,881.00	\$0.00	

AGENDA ITEM

Agenda Item 11.5.

TO: Honorable Mayor and Members of the City Council

FROM: Heather Day, Finance Director

DATE: August 3, 2026

SUBJECT: Resolution 26-16: Approval of State Revolving Fund Loan Agreement No. WW460202 for Wastewater Infrastructure Improvements

BACKGROUND:

State Revolving Fund (SRF) Loan Agreement No. WW460202 was established to provide funding for the rehabilitation of the wastewater collection system in the Azalea Park Neighborhood. This project was originally included in SRF Loan Agreement No. WW460201 but was separated into a new loan agreement to allow the original loan to be closed out.

In addition to funding the Azalea Park Neighborhood wastewater infrastructure improvements, SRF Loan Agreement No. WW460202 includes funding for the cured-in-place pipe (CIPP) lining of sewer mains in the Springdale Neighborhood. The CIPP lining project was added as a new component of the loan agreement to address aging wastewater infrastructure and improve the reliability of the City's collection system in the Springdale Neighborhood.

DISCUSSION:

SRF Loan Agreement No. WW460202 provides funding in the amount of \$4,414,429 for the wastewater infrastructure improvements identified in the agreement, including the Azalea Park Neighborhood Wastewater Infrastructure Rehabilitation Project and the CIPP lining of sewer mains in the Springdale Neighborhood. Approval of the loan agreement will authorize the City to utilize SRF funding for these projects and proceed with construction activities in accordance with the terms and conditions of the agreement.

FINANCIAL IMPACT:

SRF Loan Agreement No. WW460202 provides a disburseable loan amount of \$4,414,429 to fund the wastewater infrastructure improvements identified in the agreement. The total principal amount of the loan is \$4,439,229, which includes \$24,800 in capitalized interest. The loan also includes a 2% SRF loan service fee, carries an interest rate of 0.71%, and has a 20-year repayment term. Repayment will consist of semiannual payments of approximately \$121,615, with the first payment due on September 15, 2028. Debt service for the loan will be paid from the Water and Sewer Utility Fund.

RECOMMENDATION:

Motion to adopt Resolution 26-16, approving State Revolving Fund Loan Agreement No.

WW460202 with the Florida Department of Environmental Protection in the principal amount of \$4,439,229, and authorizing the Mayor to execute the agreement on behalf of the City.

ATTACHMENT(S):

1. Resolution 26-16: SRF Loan Agreement WW460202
2. Exhibit A: SRF Loan Agreement

RESOLUTION NO. 26-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARY ESTHER, FLORIDA, APPROVING CLEAN WATER STATE REVOLVING FUND CONSTRUCTION LOAN AGREEMENT NO. WW460202 WITH THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION IN THE PRINCIPAL AMOUNT OF \$4,439,229 FOR THE AZALEA PARK NEIGHBORHOOD WASTEWATER INFRASTRUCTURE REHABILITATION PROJECT AND THE CURED-IN-PLACE PIPE LINING OF SEWER MAINS IN THE SPRINGDALE NEIGHBORHOOD; PROVIDING FOR THE PLEDGE OF REVENUES OF THE UTILITY SYSTEM FOR REPAYMENT OF THE LOAN; DESIGNATING THE AUTHORIZED REPRESENTATIVE; AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the State of Florida Department of Environmental Protection (the "Department") administers the Clean Water State Revolving Fund program pursuant to Section 403.1835, Florida Statutes, and Chapter 62-503, Florida Administrative Code, which provides low-interest financing to local governmental entities for the construction of wastewater facilities; and

WHEREAS, the Azalea Park Neighborhood Wastewater Infrastructure Rehabilitation Project was originally included in State Revolving Fund Loan Agreement No. WW460201, and has been separated into a new loan agreement in order to allow Loan Agreement No. WW460201 to be closed out; and

WHEREAS, in addition to funding the Azalea Park Neighborhood wastewater infrastructure improvements, State Revolving Fund Loan Agreement No. WW460202 includes funding for the cured-in-place pipe (CIPP) lining of sewer mains in the Springdale Neighborhood, which was added as a new component of the loan agreement to address aging wastewater infrastructure and improve the reliability of the City's collection system; and

WHEREAS, State Revolving Fund Loan Agreement No. WW460202 provides a disbursable Loan amount of \$4,414,429 and a total principal amount of \$4,439,229, which includes \$24,800 in Capitalized Interest, bears interest at the rate of 0.71 percent, includes a Loan Service Fee equal to two percent of the Loan amount, and is repayable over a twenty-year term in Semiannual Loan Payments of approximately \$121,615, with the first payment due September 15, 2028; and

WHEREAS, debt service on the Loan will be paid from the Water and Sewer Utility Fund, and the Loan Agreement pledges as security for repayment of the Loan the Gross Revenues derived yearly from the operation of the City's Utility System after payment of

Operation and Maintenance Expense and satisfaction of all yearly payment obligations on account of any senior or parity obligations; and

WHEREAS, Loan Agreement No. WW460202 requires that the official of the City authorized to sign documents associated with the Loan be authorized by ordinance or resolution, and further requires the City's legal counsel to express the opinion set forth in Section 2.02 of the Loan Agreement that the Agreement has been duly authorized by the City and that the pledge of revenues identified therein is valid and enforceable; and

WHEREAS, the City Council finds that approval of State Revolving Fund Loan Agreement No. WW460202 will allow the City to proceed with needed wastewater infrastructure improvements at favorable financing terms and is in the best interest of the City and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARY ESTHER, FLORIDA, AS FOLLOWS:

SECTION 1: APPROVAL OF LOAN AGREEMENT

The City Council hereby approves Clean Water State Revolving Fund Construction Loan Agreement No. WW460202 between the City of Mary Esther and the State of Florida Department of Environmental Protection, in the principal amount of \$4,439,229, attached hereto as Exhibit "A" and incorporated herein by reference (the "Loan Agreement").

SECTION 2: PLEDGE OF REVENUES

The City hereby pledges the Pledged Revenues, as that term is defined in the Loan Agreement, for the repayment of the Loan in accordance with the terms of the Loan Agreement. Debt service on the Loan shall be paid from the Water and Sewer Utility Fund.

SECTION 3: AUTHORIZED REPRESENTATIVE

The Mayor is hereby designated as the Authorized Representative of the City for purposes of executing the Loan Agreement, and the City Manager is hereby designated as the Authorized Representative of the City for purposes of executing all other documents associated with the Loan, including disbursement requests and certifications required under the Loan Agreement.

SECTION 4: AUTHORIZATION TO EXECUTE

The Mayor is hereby authorized to execute the Loan Agreement on behalf of the City, and the City Clerk is authorized to attest to the same and to affix the seal of the City thereto. The City Manager and the Finance Director are further authorized and directed to take all actions necessary or appropriate to carry out the terms of the Loan Agreement, including the establishment of any accounts required thereunder.

SECTION 5: JURISDICTION

If any word, phrase, clause, sentence, or paragraph hereof shall be held invalid by any court of competent jurisdiction, such holding shall not affect any other word, clause, sentence, or paragraph hereof.

SECTION 6: REPEALER CLAUSE

All City of Mary Esther Resolutions or parts of Resolutions which are in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 7: EFFECTIVE DATE

This resolution shall take effect immediately upon its passage and adoption.

SO DONE this _____ day of _____ 2026.

By:

Approved as to form and legality:

Chris Stein,
Mayor
City of Mary Esther,
Florida

Hayward Dykes, Jr.,
City Attorney

Attest:

Dillon Morris,
City Clerk

Time Adopted: _____

**STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION**

AND

CITY OF MARY ESTHER, FLORIDA

**CLEAN WATER STATE REVOLVING FUND
CONSTRUCTION LOAN AGREEMENT
WW460202**

Florida Department of Environmental Protection
State Revolving Fund Program
Marjory Stoneman Douglas Building
3900 Commonwealth Boulevard, MS 3505
Tallahassee, Florida 32399-3000

CLEAN WATER STATE REVOLVING FUND CONSTRUCTION LOAN AGREEMENT

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CLEAN WATER STATE REVOLVING FUND CONSTRUCTION LOAN AGREEMENT

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CLEAN WATER STATE REVOLVING FUND
CONSTRUCTION LOAN AGREEMENT
WW460202

THIS AGREEMENT is executed by the STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (Department) and the CITY OF MARY ESTHER, FLORIDA, (Local Government) existing as a local governmental entity under the laws of the State of Florida. Collectively, the Department and the Local Government shall be referred to as “Parties” or individually as “Party”.

RECITALS

Pursuant to Section 403.1835, Florida Statutes and Chapter 62-503, Florida Administrative Code, the Department is authorized to make loans to finance or refinance the construction of wastewater pollution control facilities, the planning and design of which have been reviewed by the Department; and

The Local Government applied for the financing of the Project, and the Department has determined that such Project meets all requirements for a loan.

AGREEMENT

In consideration of the Department loaning money to the Local Government, in the principal amount and pursuant to the covenants set forth below, it is agreed as follows:

ARTICLE I - DEFINITIONS

1.01. WORDS AND TERMS.

Words and terms used herein shall have the meanings set forth below:

- (1) “Agreement” or “Loan Agreement” shall mean this construction loan agreement.
- (2) “Authorized Representative” shall mean the official of the Local Government authorized by ordinance or resolution to sign documents associated with the Loan.
- (3) “Capitalized Interest” shall mean a finance charge that accrues at the Financing Rate on Loan proceeds from the time of disbursement until six months before the first Semiannual Loan Payment is due. Capitalized Interest is financed as part of the Loan principal.
- (4) “Depository” shall mean a bank or trust company, having a combined capital and unimpaired surplus of not less than \$50 million, authorized to transact commercial banking or savings and loan business in the State of Florida and insured by the Federal Deposit Insurance Corporation.

(5) “Final Amendment” shall mean the final agreement executed between the parties that establishes the final terms for the Loan such as the final Loan amount, the interest rate, Loan Service Fee, amortization schedule and Semiannual Loan Payment amount.

(6) “Final Unilateral Amendment” shall mean the Loan Agreement unilaterally finalized by the Department after Loan Agreement and Project abandonment under Section 8.06 that establishes the final amortization schedule for the Loan.

(7) “Financing Rate” shall mean the charges, expressed as a percent per annum, imposed on the unpaid principal of the Loan. The Financing Rate shall consist of an interest rate component and a Grant Allocation Assessment rate component.

(8) “Fiscal Sustainability Plan/ Asset Management Plan” shall mean a systematic management technique for utility systems that focuses on the long-term life cycle of the assets and their sustained performance, rather than on short-term, day-to-day aspects of the assets. This plan includes the identification of and costs for rehabilitating, repairing, or replacing all assets as well as the schedule to do so. The requirements for asset management plans are in Rule 62-503.700(7), Florida Administrative Code.

(9) “Grant Allocation Assessment” shall mean an assessment, expressed as a percent per annum, accruing on the unpaid balance of the Loan. It is computed similarly to the way interest charged on the Loan is computed and is included in the Semiannual Loan Payment. The Department will use Grant Allocation Assessment moneys for making grants to financially disadvantaged small communities pursuant to Section 403.1835 of the Florida Statutes.

(10) “Gross Revenues” shall mean all income or earnings received by the Local Government from the ownership or operation of its Utility System, including investment income, all as calculated in accordance with generally accepted accounting principles. Gross Revenues shall not include proceeds from the sale or other disposition of any part of the Utility System, condemnation awards or proceeds of insurance, except use and occupancy or business interruption insurance, received with respect to the Utility System.

(11) “Loan” shall mean the amount of money to be loaned pursuant to this Agreement and subsequent amendments.

(12) “Loan Application” shall mean the completed form which provides all information required to support obtaining construction loan financial assistance.

(13) “Loan Debt Service Account” shall mean an account, or a separately identified component of a pooled cash or liquid account, with a Depository established by the Local Government for the purpose of accumulating Monthly Loan Deposits and making Semiannual Loan Payments.

(14) “Loan Service Fee” shall mean an origination fee which shall be paid to the Department by the Local Government.

(15) “Local Governmental Entity” means a county, municipality, or special district.

(16) “Monthly Loan Deposit” shall mean the monthly deposit to be made by the Local Government to the Loan Debt Service Account.

(17) “Operation and Maintenance Expense” shall mean the costs of operating and maintaining the Utility System determined pursuant to generally accepted accounting principles, exclusive of interest on any debt payable from Gross Revenues, depreciation, and any other items not requiring the expenditure of cash.

(18) “Pledged Revenues” shall mean the specific revenues pledged as security for repayment of the Loan and shall be the Gross Revenues derived yearly from the operation of the Utility System after payment of the Operation and Maintenance Expense and the satisfaction of all yearly payment obligations on account of any senior or parity obligations issued pursuant to Section 7.02 of this Agreement.

(19) “Project” shall mean the works financed by this Loan and shall consist of furnishing all labor, materials, and equipment to construct the transmission and treatment facilities rehabilitation in accordance with the plans and specifications accepted by the Department for the “WWTP Oxidation Ditch No. 1 Equipment Replacement” contract.

The Project is in agreement with the planning documentation accepted by the Department effective April 19, 2019. A Florida Categorical Exclusion Notification was published on April 27, 2026 and no adverse comments were received.

(20) “Semiannual Loan Payment” shall mean the payment due from the Local Government to the Department at six-month intervals.

(21) “Sewer System” shall mean all facilities owned by the Local Government for collection, transmission, treatment and reuse of wastewater and its residuals.

(22) “Utility System” shall mean all devices and facilities of the Water System and Sewer System owned by the Local Government.

(23) “Water System” shall mean all facilities owned by the Local Government for supplying and distributing water for residential, commercial, industrial, and governmental use.

1.02. CORRELATIVE WORDS.

Words of the masculine gender shall be understood to include correlative words of the feminine and neuter genders. Unless the context shall otherwise indicate, the singular shall include the plural and the word “person” shall include corporations and associations, including public entities, as well as natural persons.

ARTICLE II - WARRANTIES, REPRESENTATIONS AND COVENANTS

2.01. WARRANTIES, REPRESENTATIONS AND COVENANTS.

The Local Government warrants, represents and covenants that:

(1) The Local Government has full power and authority to enter into this Agreement and to comply with the provisions hereof.

(2) The Local Government currently is not the subject of bankruptcy, insolvency, or reorganization proceedings and is not in default of, or otherwise subject to, any agreement or any law, administrative regulation, judgment, decree, note, resolution, charter or ordinance which would currently restrain or enjoin it from entering into, or complying with, this Agreement.

(3) There is no material action, suit, proceeding, inquiry or investigation, at law or in equity, before any court or public body, pending or, to the best of the Local Government's knowledge, threatened, which seeks to restrain or enjoin the Local Government from entering into or complying with this Agreement.

(4) All permits, real property interests, and approvals required as of the date of this Agreement have been obtained for construction and use of the Project. The Local Government knows of no reason why any future required permits or approvals are not obtainable.

(5) The Local Government shall undertake the Project on its own responsibility, to the extent permitted by law.

(6) To the extent permitted by law, the Local Government shall release and hold harmless the State, its officers, members, and employees from any claim arising in connection with the Local Government's actions or omissions in its planning, engineering, administrative, and construction activities financed by this Loan or its operation of the Project.

(7) All Local Government representations to the Department, pursuant to the Loan Application and Agreement, were true and accurate as of the date such representations were made. The financial information delivered by the Local Government to the Department was current and correct as of the date such information was delivered. The Local Government shall comply with Chapter 62-503, Florida Administrative Code, and all applicable State and Federal laws, rules, and regulations which are identified in the Loan Application or Agreement. To the extent that any assurance, representation, or covenant requires a future action, the Local Government shall take such action to comply with this agreement.

(8) The Local Government shall maintain records using generally accepted accounting principles established by the Governmental Accounting Standards Board. As part of its bookkeeping system, the Local Government shall keep accounts of the Utility System separate from all other accounts and it shall keep accurate records of all revenues, expenses, and expenditures relating to the Utility System, and of the Pledged Revenues, Loan disbursement receipts, and Loan Debt Service Account.

(9) In the event the anticipated Pledged Revenues are shown by the Local Government's annual budget to be insufficient to make the Semiannual Loan Payments for such Fiscal Year when due, the Local Government shall include in such budget other legally available non-ad valorem funds which will be sufficient, together with the Pledged Revenues, to make the Semiannual Loan Payments. Such other legally available non-ad valorem funds shall be budgeted in the regular annual governmental budget and designated for the purpose provided by this Subsection, and the Local Government shall collect such funds for application as provided

herein. The Local Government shall notify the Department immediately in writing of any such budgeting of other legally available non-ad valorem funds. Nothing in this covenant shall be construed as creating a pledge, lien, or charge upon any such other legally available non-ad valorem funds; requiring the Local Government to levy or appropriate ad valorem tax revenues; or preventing the Local Government from pledging to the payment of any bonds or other obligations all or any part of such other legally available non-ad valorem funds.

(10) Pursuant to Section 216.347 of the Florida Statutes, the Local Government shall not use the Loan proceeds for the purpose of lobbying the Florida Legislature, the Judicial Branch, or a State agency.

(11) The Local Government agrees to construct the Project in accordance with the Project schedule. Delays incident to strikes, riots, acts of God, and other events beyond the reasonable control of the Local Government are excepted. If for any reason construction is not completed as scheduled, there shall be no resulting diminution or delay in the Semiannual Loan Payment or the Monthly Loan Deposit.

(12) The Local Government covenants that this Agreement is entered into for the purpose of constructing, refunding, or refinancing the Project which will in all events serve a public purpose. The Local Government covenants that it will, under all conditions, complete and operate the Project to fulfill the public need.

(13) The Local Government shall update the revenue generation system annually to assure that sufficient revenues are generated for debt service; operation and maintenance; replacement of equipment, accessories, and appurtenances necessary to maintain the system design capacity and performance during its design life; and to make the system financially self-sufficient.

2.02. LEGAL AUTHORIZATION.

Upon signing this Agreement, the Local Government's legal counsel hereby expresses the opinion, subject to laws affecting the rights of creditors generally, that:

(1) This Agreement has been duly authorized by the Local Government and shall constitute a valid and legal obligation of the Local Government enforceable in accordance with its terms upon execution by both parties; and

(2) This Agreement identifies the revenues pledged for repayment of the Loan, and the pledge is valid and enforceable.

2.03. AUDIT AND MONITORING REQUIREMENTS.

The Local Government agrees to the following audit and monitoring requirements.

(1) The financial assistance authorized pursuant to this Loan Agreement consists of the following:

State Resources Awarded to the Local Government Pursuant to this Agreement Consist of the Following Resources Subject to Section 215.97, F.S.:					
State Program Number	Funding Source	CSFA Number	CSFA Title or Fund Source Description	Funding Amount	State Appropriation Category
Original Agreement	Wastewater Treatment and Stormwater Management TF	37.077	Wastewater Treatment Facility Construction	\$4,414,429	140131

(2) Audits.

(a) In the event that the Local Government expends a total amount of state financial assistance equal to or in excess of \$750,000 in any fiscal year of such Local Government, the Local Government must have a State single audit for such fiscal year in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. In determining the state financial assistance expended in its fiscal year, the Local Government shall consider all sources of state financial assistance, including state financial assistance received from the Department, other state agencies, and other nonstate entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.

(b) In connection with the audit requirements addressed in the preceding paragraph (a); the Local Government shall ensure that the audit complies with the requirements of Section 215.97(7), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2), Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.

(c) If the Local Government expends less than \$750,000 in state financial assistance in its fiscal year, an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required. The Local Government shall inform the Department of findings and recommendations pertaining to the State Revolving Fund in audits conducted by the Local Government in which the \$750,000 threshold has not been met. In the event that the Local Government expends less than \$750,000 in state financial assistance in its fiscal year, and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the non-state entity's resources (i.e., the cost of such an audit must be paid from the Local Government's resources obtained from other than State entities).

(d) The Local Government is hereby advised that the Florida Single Audit Act Requirements may further apply to lower tier transactions that may be a result of this Agreement. For information regarding the Florida Catalog of State Financial Assistance (CSFA), a Local Government should access the Florida Single Audit Act website located at <https://apps.fldfs.com/fsaa> for assistance.

(3) Report Submission.

(a) Copies of financial reporting packages shall be submitted by or on behalf of the Local Government directly to each of the following:

(i) The Department at one of the following addresses:

By Mail:

Audit Director

Florida Department of Environmental Protection
Office of the Inspector General, MS 40
3900 Commonwealth Boulevard,
Tallahassee, Florida 32399-3123

or

Electronically:

FDEPSingleAudit@dep.state.fl.us

(ii) The Auditor General's Office at the following address:

State of Florida Auditor General
Room 401, Claude Pepper Building
111 West Madison Street
Tallahassee, Florida 32399-1450

(iii) Copies of reports or management letters shall be submitted by or on behalf of the Local Government directly to the Department at either of the following addresses:

By Mail:

Audit Director

Florida Department of Environmental Protection
Office of the Inspector General
3900 Commonwealth Boulevard, MS 40
Tallahassee, Florida 32399-3123

or

Electronically:

FDEPSingleAudit@dep.state.fl.us

(b) Any reports, management letters, or other information required to be submitted to the Department pursuant to this Agreement shall be submitted timely in accordance with Florida Statutes, or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.

(c) Local Governments, when submitting financial reporting packages to the Department for audits done in accordance with Chapters 10.550 (local governmental entities) or 10.650

(nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting package was received by the Local Government from their auditors in correspondence accompanying the reporting package.

(4) Record Retention.

The Local Government shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of five years from the date of the Final Amendment, and shall allow the Department, or its designee, Chief Financial Officer, or Auditor General access to such records upon request. The Local Government shall ensure that working papers are made available to the Department, or its designee, Chief Financial Officer, or Auditor General upon request for a period of five years from the date of the Final Amendment, unless extended in writing by the Department.

(5) Monitoring.

In addition to reviews of audits conducted in accordance with Section 215.97, F.S., as revised monitoring procedures may include, but not be limited to, on-site visits by Department staff and/or other procedures. By entering into this Agreement, the Local Government agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the Department. In the event the Department determines that a limited scope audit of the Local Government is appropriate, the Local Government agrees to comply with any additional instructions provided by the Department to the Local Government regarding such audit. The Local Government understands its duty, pursuant to Section 20.055(5), F.S., to cooperate with the Inspector General in any investigation, audit, inspection, review, or hearing. The Local Government will comply with this duty and ensure that any subcontracts issued under this Agreement will impose this requirement, in writing, on its subcontractors.

ARTICLE III - LOAN REPAYMENT ACCOUNT

3.01. LOAN DEBT SERVICE ACCOUNT.

The Local Government shall establish a Loan Debt Service Account with a Depository and begin making Monthly Loan Deposits no later than the date set forth for such action in Section 10.07 of this Agreement.

Beginning six months prior to each Semiannual Loan Payment, the Local Government shall make six Monthly Loan Deposits. The first five deposits each shall be at least equal to one-sixth of the Semiannual Loan Payment. The sixth Monthly Loan Deposit shall be at least equal to the amount required to make the total on deposit in the Loan Debt Service Account equal to the Semiannual Loan Payment amount, taking into consideration investment earnings credited to the account pursuant to Section 3.02.

Any month in which the Local Government fails to make a required Monthly Loan Deposit, the Local Government's chief financial officer shall notify the Department of such failure. In addition, the Local Government agrees to budget, by amendment if necessary,

payment to the Department from other legally available non-ad valorem funds all sums becoming due before the same become delinquent. This requirement shall not be construed to give superiority to the Department's claim on any revenues over prior claims of general creditors of the Local Government, nor shall it be construed to give the Department the power to require the Local Government to levy and collect any revenues other than Pledged Revenues.

3.02. INVESTMENT OF LOAN DEBT SERVICE ACCOUNT MONEYS.

Moneys on deposit in the Loan Debt Service Account shall be invested pursuant to the laws of the State of Florida. Such moneys may be pooled for investment purposes. The maturity or redemption date of investments shall be not later than the date upon which such moneys may be needed to make Semiannual Loan Payments. The investment earnings shall be credited to the Loan Debt Service Account and applied toward the Monthly Loan Deposit requirements.

3.03. LOAN DEBT SERVICE ACCOUNT WITHDRAWALS.

The withdrawal of moneys from the Loan Debt Service Account shall be for the sole purpose of making the Semiannual Loan Payment or for discharging the Local Government's obligations pursuant to Section 8.01.

3.04. ASSETS HELD IN TRUST.

The assets in all accounts created under this Loan Agreement shall be held in trust for the purposes provided herein and used only for the purposes and in the manner prescribed in this Agreement; and, pending such use, said assets shall be subject to a lien and charge in favor of the Department.

ARTICLE IV - PROJECT INFORMATION

4.01. PROJECT CHANGES.

Project changes prior to bid opening shall be made by addendum to plans and specifications. Changes after bid opening shall be made by change order. The Local Government shall submit all addenda and all change orders to the Department for an eligibility determination. After execution of all construction, equipment and materials contracts, the Project contingency may be reduced.

4.02. TITLE TO PROJECT SITE.

The Local Government shall have an interest in real property sufficient for the construction and location of the Project free and clear of liens and encumbrances which would impair the usefulness of such sites for the intended use.

4.03. PERMITS AND APPROVALS.

The Local Government shall have obtained, prior to the Department's authorization to award construction contracts, all permits and approvals required for construction of the Project or portion of the Project funded under this Agreement.

4.04. ENGINEERING SERVICES.

A professional engineer, registered in the State of Florida, shall be employed by, or under contract with, the Local Government to oversee construction.

4.05. PROHIBITION AGAINST ENCUMBRANCES.

The Local Government is prohibited from selling, leasing, or disposing of any part of the Utility System which would materially reduce operational integrity or Gross Revenues so long as this Agreement, including any amendment thereto, is in effect unless the written consent of the Department is first secured.

4.06. COMPLETION MONEYS.

In addition to the proceeds of this Loan, the Local Government covenants that it has obtained, or will obtain, sufficient moneys from other sources to complete construction and place the Project in operation on, or prior to, the date specified in Article X. Failure of the Department to approve additional financing shall not constitute a waiver of the Local Government's covenants to complete and place the Project in operation.

4.07. CLOSE-OUT.

The Department shall conduct a final inspection of the Project and Project records. Following the inspection, deadlines for submitting additional disbursement requests, if any, shall be established, along with deadlines for uncompleted Loan requirements, if any. Deadlines shall be incorporated into the Loan Agreement by amendment. The Loan principal shall be reduced by any excess over the amount required to pay all approved costs. As a result of such adjustment, the Semiannual Loan Payment shall be reduced accordingly, as addressed in Section 10.05.

4.08. LOAN DISBURSEMENTS.

Disbursements shall be made directly to the Local Government for reimbursement of the incurred construction costs and related services. Disbursements for materials, labor, or services shall be made upon receipt of the following:

(1) A completed disbursement request form signed by the Authorized Representative. Such requests must be accompanied by sufficiently itemized summaries of the materials, labor, or services to identify the nature of the work performed; the cost or charges for such work; and the person providing the service or performing the work, and proof of payment.

(2) A certification signed by the Authorized Representative as to the current estimated costs of the Project; that the materials, labor, or services represented by the invoice have been satisfactorily purchased, performed, or received and applied to the project; that all funds received to date have been applied toward completing the Project; and that under the terms and provisions of the contracts, the Local Government is required to make such payments.

(3) A certification by the engineer responsible for overseeing construction stating that equipment, materials, labor and services represented by the construction invoices have been satisfactorily purchased, or received, and applied to the Project in accordance with construction contract documents; stating that payment is in accordance with construction contract provisions; stating that construction, up to the point of the requisition, is in compliance with the contract documents; and identifying all additions or deletions to the Project which have altered the Project's performance standards, scope, or purpose since the issue of the Department construction permit.

(4) Such other certificates or documents by engineers, attorneys, accountants, contractors, or suppliers as may reasonably be required by the Department.

ARTICLE V - RATES AND USE OF THE UTILITY SYSTEM

5.01. RATE COVERAGE.

The Local Government shall maintain rates and charges for the services furnished by the Utility System which will be sufficient to provide, in each Fiscal Year, Pledged Revenues equal to or exceeding 1.15 times the sum of the Semiannual Loan Payments due in such Fiscal Year.

5.02. NO FREE SERVICE.

The Local Government shall not permit connections to, or furnish any services afforded by, the Utility System without making a charge therefore based on the Local Government's uniform schedule of rates, fees, and charges.

5.03. MANDATORY CONNECTIONS.

The Local Government shall adopt, as necessary, and enforce requirements, consistent with applicable laws, for the owner, tenant or occupant of each building located on a lot or parcel of land which is served, or may reasonably be served, by the Sewer System to connect such building to the Sewer System.

5.04. NO COMPETING SERVICE.

The Local Government shall not allow any person to provide any services which would compete with the Utility System so as to adversely affect Gross Revenues.

5.05. MAINTENANCE OF THE UTILITY SYSTEM.

The Local Government shall operate and maintain the Utility System in a proper, sound and economical manner and shall make all necessary repairs, renewals and replacements.

5.06. ADDITIONS AND MODIFICATIONS.

The Local Government may make any additions, modifications or improvements to the Utility System which it deems desirable and which do not materially reduce the operational

integrity of any part of the Utility System. All such renewals, replacements, additions, modifications and improvements shall become part of the Utility System.

5.07. COLLECTION OF REVENUES.

The Local Government shall use its best efforts to collect all rates, fees and other charges due to it. The Local Government shall establish liens on premises served by the Utility System for the amount of all delinquent rates, fees and other charges where such action is permitted by law. The Local Government shall, to the full extent permitted by law, cause to discontinue the services of the Utility System and use its best efforts to shut off water service furnished to persons who are delinquent beyond customary grace periods in the payment of Utility System rates, fees and other charges.

ARTICLE VI - DEFAULTS AND REMEDIES

6.01. EVENTS OF DEFAULT.

Upon the occurrence of any of the following events (the Events of Default) all obligations on the part of Department to make any further disbursements hereunder shall, if Department elects, terminate. The Department may, at its option, exercise any of its remedies set forth in this Agreement, but Department may make any disbursements or parts of disbursements after the happening of any Event of Default without thereby waiving the right to exercise such remedies and without becoming liable to make any further disbursement:

(1) Failure to make any Monthly Loan Deposit or to make any installment of the Semiannual Loan Payment when it is due and such failure shall continue for a period of 15 days.

(2) Except as provided in Subsection 6.01(1), failure to comply with the provisions of this Agreement, failure in the performance or observance of any of the covenants or actions required by this Agreement or the Suspension of this Agreement by the Department pursuant to Section 8.14 below, and such failure shall continue for a period of 30 days after written notice thereof to the Local Government by the Department.

(3) Any warranty, representation or other statement by, or on behalf of, the Local Government contained in this Agreement or in any information furnished in compliance with, or in reference to, this Agreement, which is false or misleading, or if Local Government shall fail to keep, observe or perform any of the terms, covenants, representations or warranties contained in this Agreement, the Note, or any other document given in connection with the Loan (provided, that with respect to non-monetary defaults, Department shall give written notice to Local Government, which shall have 30 days to cure any such default), or is unable or unwilling to meet its obligations thereunder.

(4) An order or decree entered, with the acquiescence of the Local Government, appointing a receiver of any part of the Utility System or Gross Revenues thereof; or if such order or decree, having been entered without the consent or acquiescence of the Local Government, shall not be vacated or discharged or stayed on appeal within 60 days after the entry thereof.

(5) Any proceeding instituted, with the acquiescence of the Local Government, for the purpose of effecting a composition between the Local Government and its creditors or for the purpose of adjusting the claims of such creditors, pursuant to any federal or state statute now or hereafter enacted, if the claims of such creditors are payable from Gross Revenues of the Utility System.

(6) Any bankruptcy, insolvency or other similar proceeding instituted by, or against, the Local Government under federal or state bankruptcy or insolvency law now or hereafter in effect and, if instituted against the Local Government, is not dismissed within 60 days after filing.

(7) Any charge is brought alleging violations of any criminal law in the implementation of the Project or the administration of the proceeds from this Loan against one or more officials of the Local Government by a State or Federal law enforcement authority, which charges are not withdrawn or dismissed within 60 days following the filing thereof.

(8) Failure of the Local Government to give immediate written notice of its knowledge of a potential default or an event of default, hereunder, to the Department and such failure shall continue for a period of 30 days.

6.02. REMEDIES.

All rights, remedies, and powers conferred in this Agreement and the transaction documents are cumulative and are not exclusive of any other rights or remedies, and they shall be in addition to every other right, power, and remedy that Department may have, whether specifically granted in this Agreement or any other transaction document, or existing at law, in equity, or by statute. Any and all such rights and remedies may be exercised from time to time and as often and in such order as Department may deem expedient. Upon any of the Events of Default and subject to the rights of others having prior liens on the Pledged Revenues, the Department may enforce its rights by, *inter alia*, any of the following remedies:

(1) By mandamus or other proceeding at law or in equity, cause to establish rates and collect fees and charges for use of the Utility System, and to require the Local Government to fulfill this Agreement.

(2) By action or suit in equity, require the Local Government to account for all moneys received from the Department or from the ownership of the Utility System and to account for the receipt, use, application, or disposition of the Pledged Revenues.

(3) By action or suit in equity, enjoin any acts or things which may be unlawful or in violation of the rights of the Department.

(4) By applying to a court of competent jurisdiction, cause to appoint a receiver to manage the Utility System, establish and collect fees and charges, and apply the revenues to the reduction of the obligations under this Agreement.

(5) By certifying to the Auditor General and the Chief Financial Officer delinquency on loan repayments, the Department may intercept the delinquent amount plus a penalty from any unobligated funds due to the Local Government under any revenue or tax sharing fund

established by the State, except as otherwise provided by the State Constitution. The Department may impose a penalty in an amount not to exceed an interest rate of 18 percent per annum on the amount due in addition to charging the cost to handle and process the debt. Penalty interest shall accrue on any amount due and payable beginning on the 30th day following the date upon which payment is due.

(6) By notifying financial market credit rating agencies and potential creditors.

(7) By suing for payment of amounts due, or becoming due, with interest on overdue payments together with all costs of collection, including attorneys' fees.

(8) By accelerating the repayment schedule or increasing the Financing Rate on the unpaid principal of the Loan to as much as 1.667 times the Financing Rate.

6.03. DELAY AND WAIVER.

No course of dealing between Department and Local Government, or any failure or delay on the part of Department in exercising any rights or remedies hereunder, shall operate as a waiver of any rights or remedies of Department, and no single or partial exercise of any rights or remedies hereunder shall operate as a waiver or preclude the exercise of any other rights or remedies hereunder. No delay or omission by the Department to exercise any right or power accruing upon Events of Default shall impair any such right or power or shall be construed to be a waiver of any such default or acquiescence therein, and every such right and power may be exercised as often as may be deemed expedient. No waiver or any default under this Agreement shall extend to or affect any subsequent Events of Default, whether of the same or different provision of this Agreement, or shall impair consequent rights or remedies.

ARTICLE VII - THE PLEDGED REVENUES

7.01. SUPERIORITY OF THE PLEDGE TO THE DEPARTMENT.

From and after the effective date of this Agreement, the Department shall have a lien on the Pledged Revenues, which along with any other Department State Revolving Fund liens on the Pledged Revenues, of equal priority, will be prior and superior to any other lien, pledge or assignment with the following exception. All obligations of the Local Government under this Agreement shall be junior, inferior, and subordinate in all respects in right of payment and security to any additional senior obligations issued with the Department's consent pursuant to Section 7.02. The Department may release its lien on such Pledged Revenues in favor of the Department if the Department makes a determination in its sole discretion, based upon facts deemed sufficient by the Department, that the remaining Pledged Revenues will, in each Fiscal Year, equal or exceed 1.15 times the debt service coming due in each Fiscal Year under the terms of this Agreement.

7.02. ADDITIONAL DEBT OBLIGATIONS.

The Local Government may issue additional debt obligations on a parity with, or senior to, the lien of the Department on the Pledged Revenues provided the Department's written consent is obtained. Such consent may be granted if the Local Government demonstrates at the

time of such issuance that the Pledged Revenues, which may take into account reasonable projections of growth of the Utility System and revenue increases, plus revenues to be pledged to the additional proposed debt obligations will, during the period of time Semiannual Loan Payments are to be made under this Agreement, equal or exceed 1.15 times the annual combined debt service requirements of this Agreement and the obligations proposed to be issued by the Local Government and will satisfy the coverage requirements of all other debt obligations secured by the Pledged Revenues.

ARTICLE VIII - GENERAL PROVISIONS

8.01. DISCHARGE OF OBLIGATIONS.

All payments required to be made under this Agreement shall be cumulative and any deficiencies in any Fiscal Year shall be added to the payments due in the succeeding year and all years thereafter until fully paid. Payments shall continue to be secured by this Agreement until all of the payments required shall be fully paid to the Department. If at any time the Local Government shall have paid, or shall have made provision for the timely payment of, the entire principal amount of the Loan, and as applicable, Loan Service Fee, interest, and Grant Allocation Assessment charges, the pledge of, and lien on, the Pledged Revenues to the Department shall be no longer in effect. Deposit of sufficient cash, securities, or investments, authorized by law, from time to time, may be made to effect defeasance of this Loan. However, the deposit shall be made in irrevocable trust with a banking institution or trust company for the sole benefit of the Department. There shall be no penalty imposed by the Department for early retirement of this Loan.

8.02. PROJECT RECORDS AND STATEMENTS.

Books, records, reports, engineering documents, contract documents, and papers shall be available to the authorized representatives of the Department for inspection at any reasonable time after the Local Government has received a disbursement and until five years after the Final Amendment date.

8.03. ACCESS TO PROJECT SITE.

The Local Government shall provide access to Project sites and administrative offices to authorized representatives of the Department at any reasonable time. The Local Government shall cause its engineers and contractors to cooperate during Project inspections, including making available working copies of plans and specifications and supplementary materials.

8.04. ASSIGNMENT OF RIGHTS UNDER AGREEMENT.

The Department may assign any part of its rights under this Agreement after notification to the Local Government. The Local Government shall not assign rights created by this Agreement without the written consent of the Department.

8.05. AMENDMENT OF AGREEMENT.

This Agreement may be amended in writing, except that no amendment shall be permitted which is inconsistent with statutes, rules, regulations, executive orders, or written agreements between the Department and the U.S. Environmental Protection Agency (EPA). This Agreement may be amended after all construction contracts are executed to re-establish the Project cost, Loan amount, Project schedule, and Semiannual Loan Payment amount. A Final Amendment establishing the final Project costs and the Loan Service Fee based on actual Project costs shall be completed after the Department's final inspection of the Project records.

8.06. ABANDONMENT, TERMINATION OR VOLUNTARY CANCELLATION.

Failure of the Local Government to actively prosecute or avail itself of this Loan (including e.g. described in para 1 and 2 below) shall constitute its abrogation and abandonment of the rights hereunder, and the Department may then, upon written notification to the Local Government, suspend or terminate this Agreement.

(1) Failure of the Local Government to draw on the Loan proceeds within eighteen months after the effective date of this Agreement, or by the date set in Section 10.07 to establish the Loan Debt Service Account, whichever date occurs first.

(2) Failure of the Local Government, after the initial Loan draw, to draw any funds under the Loan Agreement for twenty-four months, without approved justification or demonstrable progress on the Project.

Upon a determination of abandonment by the Department, the Loan will be suspended, and the Department will implement administrative close out procedures (in lieu of those in Section 4.07) and provide written notification of Final Unilateral Amendment to the Local Government.

In the event that following the execution of this Agreement, the Local Government decides not to proceed with this Loan, this Agreement can be cancelled by the Local Government, without penalty, if no funds have been disbursed.

8.07. SEVERABILITY CLAUSE.

If any provision of this Agreement shall be held invalid or unenforceable, the remaining provisions shall be construed and enforced as if such invalid or unenforceable provision had not been contained herein.

8.08. USE AS MATCHING FUNDS.

The EPA has provided a class deviation from the provisions of 40 CFR 35.3125(b)(1) to allow these second tier funds to be used as local matching requirements for most EPA grant funded treatment works projects, including special Appropriations Act projects.

8.09. DAVIS-BACON AND RELATED ACTS REQUIREMENTS.

(1) The Local Government shall periodically interview 10% of the work force entitled to Davis-Bacon prevailing wages (covered employees) to verify that contractors or subcontractors are paying the appropriate wage rates. Local Governments shall immediately conduct interviews in response to an alleged violation of the prevailing wage requirements. As provided in 29 CFR 5.6(a)(3) all interviews must be conducted in confidence. The Local Government must use Standard Form 1445 or equivalent documentation to memorialize the interviews. Copies of the SF 1445 are available from EPA on request.

(2) The Local Government shall periodically conduct spot checks of a representative sample of weekly payroll data to verify that contractors or subcontractors are paying the appropriate wage rates. The Local Government shall establish and follow a spot check schedule based on its assessment of the risks of noncompliance with Davis-Bacon posed by contractors or subcontractors and the duration of the contract or subcontract. At a minimum, if practicable, the subrecipient should spot check payroll data within two weeks of each contractor or subcontractor's submission of its initial payroll data and two weeks prior to the completion date of the contract or subcontract. Local Governments must conduct more frequent spot checks if the initial spot check or other information indicates that there is a risk that the contractor or subcontractor is not complying with Davis-Bacon. In addition, during the examinations the Local Government shall verify evidence of fringe benefit plans and payments thereunder by contractors and subcontractors who claim credit for fringe benefit contributions.

(3) The Local Government shall periodically review contractors' and subcontractors' use of apprentices and trainees to verify registration and certification with respect to apprenticeship and training programs approved by either the U.S Department of Labor (DOL) or a state, as appropriate, and that contractors and subcontractors are not using disproportionate numbers of laborers, trainees, and apprentices. These reviews shall be conducted in accordance with the schedules for spot checks and interviews described in items (1) and (2) above.

(4) Local Governments must immediately report potential violations of the Davis-Bacon prevailing wage requirements to the appropriate DOL Wage and Hour District Office listed at <http://www.dol.gov/whd/america2.htm> and to the EPA Region 4 Water Division/Grants and Infrastructure Section by calling 404-562-9345. Additional information on Davis-Bacon guidance is located on the EPA website at: <https://www.epa.gov/grants/davis-bacon-and-related-acts-dbra>.

8.10. AMERICAN IRON AND STEEL REQUIREMENT.

The Local Government's subcontracts must contain requirements that all of the iron and steel products used in the Project are in compliance with the American Iron and Steel requirement as described in Section 608 of the Federal Water Pollution Control Act unless the Local Government has obtained a waiver pertaining to the Project or the Department has advised the Local Government that the requirement is not applicable to the Project.

8.11. FISCAL SUSTAINABILITY PLAN/ ASSET MANAGEMENT PLAN.

Section 603(d)(1)(E) of the Federal Water Pollution Control Act requires a recipient of a Loan for a project that involves the repair, replacement, or expansion of a treatment works to develop and implement a Fiscal Sustainability Plan. Also, subsection 62-503.500(4) and 62-5005.350(5) of Florida Administrative Code requires recipients to develop and implement an Asset Management Plan that meets all the requirements in subsection 62-503.700(7), Florida Administrative Code.

The Fiscal Sustainability/ Asset Management Plan shall include, at minimum, the following elements: i) an inventory of all the assets within the Local Government's system; ii) an evaluation of the current age, condition, and anticipated useful life of each asset; iii) the current value of the assets; iv) the cost to operate and maintain all assets; v) a capital improvement plan based on a survey of industry standards, life expectancy, life cycle analysis, and remaining useful life; vi) an analysis of funding needs; vii) an analysis of population growth and wastewater or stormwater flow projections, as applicable, for the sponsor's planning area, and a model, if applicable, for impact fees; commercial, industrial and residential rate structures; industrial pretreatment fees and parameters; viii) the establishment of an adequate funding rate structure; ix) a threshold rate set to ensure the proper operation of the utility (if the sponsor transfers any of the utility proceeds to other funds, the rates must be set higher than the threshold rate to facilitate the transfer and proper operation of the utility; x) a plan to preserve the assets, as well as the renewal, replacement, and repair of the assets as necessary (such plan should incorporate a risk-benefit analysis to determine the optimum renewal or replacement time); and xii) evaluation of water and energy conservation efforts and a certification the assistance recipient will be implementing water and energy conservation efforts a part of the plan.

Failure to adopt and implement the above plan prior to the final disbursement of the Loan will increase the financing rate by 0.1%.

8.12. PUBLIC RECORDS ACCESS.

(1) The Local Government shall comply with Florida Public Records law under Chapter 119, F.S. Records made or received in conjunction with this Agreement are public records under Florida law, as defined in Section 119.011(12), F.S. The Local Government shall keep and maintain public records required by the Department to perform the services under this Agreement.

(2) This Agreement may be unilaterally canceled by the Department for refusal by the Local Government to either provide to the Department upon request, or to allow inspection and copying of all public records made or received by the Local Government in conjunction with this Agreement and subject to disclosure under Chapter 119, F.S., and Section 24(a), Article I, Florida Constitution.

(3) IF THE LOCAL GOVERNMENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE LOCAL GOVERNMENT'S DUTY TO PROVIDE

PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE DEPARTMENT'S CUSTODIAN OF PUBLIC RECORDS AT (850)245-2118, by email at public.services@dep.state.fl.us, or at the mailing address below:

**Department of Environmental Protection
ATTN: Office of Ombudsman and Public Services
Public Records Request
3900 Commonwealth Blvd, MS 49
Tallahassee, FL 32399**

8.13. SCRUTINIZED COMPANIES.

(1) The Local Government certifies that it and its subcontractors are not on the Scrutinized Companies that Boycott Israel List. Pursuant to Section 287.135, F.S., the Department may immediately terminate this Agreement at its sole option if the Local Government or its subcontractors are found to have submitted a false certification; or if the Local Government, or its subcontractors are placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement.

(2) If this Agreement is for more than one million dollars, the Local Government certifies that it and its subcontractors are also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in Section 287.135, F.S. Pursuant to Section 287.135, F.S., the Department may immediately terminate this Agreement at its sole option if the Local Government, its affiliates, or its subcontractors are found to have submitted a false certification; or if the Local Government, its affiliates, or its subcontractors that are placed on the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.

(3) The Local Government agrees to observe the above requirements for applicable subcontracts entered into for the performance of work under this Agreement.

(4) As provided in Subsection 287.135(8), F.S., if federal law ceases to authorize these contracting prohibitions then they shall become inoperative.

8.14. SUSPENSION.

The Department may suspend any or all of its obligations to Loan or provide financial accommodation to the Local Government under this Agreement in the following events, as determined by the Department:

(1) The Local Government abandons or discontinues the Project before its completion,

(2) The commencement, prosecution, or timely completion of the Project by the Local Government is rendered improbable or the Department has reasonable grounds to be insecure in Local Government's ability to perform, or

(3) The implementation of the Project is determined to be illegal, or one or more officials of the Local Government in responsible charge of, or influence over, the Project is charged with violating any criminal law in the implementation of the Project or the administration of the proceeds from this Loan.

The Department shall notify the Local Government of any suspension by the Department of its obligations under this Agreement, which suspension shall continue until such time as the event or condition causing such suspension has ceased or been corrected, or the Department has re-instated the Agreement.

Local Government shall have no more than 30 days following notice of suspension hereunder to remove or correct the condition causing suspension. Failure to do so shall constitute a default under this Agreement.

Following suspension of disbursements under this Agreement, the Department may require reasonable assurance of future performance from Local Government prior to re-instating the Loan. Such reasonable assurance may include, but not be limited to, a payment mechanism using two party checks, escrow or obtaining a Performance Bond for the work remaining.

Following suspension, upon failure to cure, correct or provide reasonable assurance of future performance by Local Government, the Department may exercise any remedy available to it by this Agreement or otherwise and shall have no obligation to fund any remaining Loan balance under this Agreement.

8.15. CIVIL RIGHTS.

The Local Government shall comply with all Title VI requirements of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975 and Section 13 of the Federal Water Pollution Control Act Amendments of 1972 which prohibit activities that are intentionally discriminatory and/or have a discriminatory effect based on race, color, national origin (including limited English proficiency), age, disability, or sex.

8.16. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT.

The Local Government and any contractors/subcontractors are prohibited from obligating or expending any Loan or Principal Forgiveness funds to procure or obtain; extend or renew a contract to procure or obtain; or enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. See Section 889 of Public Law 115-232 (National Defense Authorization Act 2019). Also, see 2 CFR 200.216 and 200.471.

ARTICLE IX - CONTRACTS AND INSURANCE

9.01. CONTRACTS.

The following documentation is required to receive the Department's authorization to award construction contracts:

- (1) Proof of advertising.
- (2) Award recommendation, bid proposal, and bid tabulation (certified by the responsible engineer).
- (3) Certification of compliance with the conditions of the Department's approval of competitively or non-competitively negotiated procurement, if applicable.
- (4) Certification Regarding Disbarment, Suspension, Ineligibility and Voluntary Exclusion.
- (5) Certification that the Local Government and contractors are in compliance with labor standards, including prevailing wage rates established for its locality by the DOL under the Davis-Bacon Act for Project construction.
- (6) Certification that all procurement is in compliance with Section 8.10 which states that all iron and steel products used in the Project must be produced in the United States unless (a) a waiver is provided to the Local Government by the EPA or (b) compliance would be inconsistent with United States obligations under international agreements.

9.02. SUBMITTAL OF CONTRACT DOCUMENTS.

(1) After the Department's authorization to award construction contracts has been received, the Local Government shall submit the following documents:

- (a) Contractor insurance certifications.
- (b) Executed Contract(s).
- (c) Notices to proceed with construction.

(2) After the Local Government has awarded the professional services contract(s), the Local Government shall submit the following documents:

- (a) Executed Contract(s).
- (b) Professional Services Procurement Certification.

9.03. INSURANCE REQUIRED.

The Local Government shall cause the Project, as each part thereof is certified by the engineer responsible for overseeing construction as completed, and the Utility System (hereafter

referred to as "Revenue Producing Facilities") to be insured by an insurance company or companies licensed to do business in the State of Florida against such damage and destruction risks as are customary for the operation of utility systems of like size, type and location to the extent such insurance is obtainable from time to time against any one or more of such risks.

The proceeds of insurance policies received as a result of damage to, or destruction of, the Project or the other Revenue Producing Facilities, shall be used to restore or replace damaged portions of the facilities. If such proceeds are insufficient, the Local Government shall provide additional funds to restore or replace the damaged portions of the facilities. Repair, construction or replacement shall be promptly completed.

ARTICLE X - DETAILS OF FINANCING

10.01. PRINCIPAL AMOUNT OF LOAN.

The estimated principal amount of the Loan is \$4,439,429, which consists of \$4,414,429 to be disbursed to the Local Government and \$24,800 of Capitalized Interest.

Capitalized Interest is not disbursed to the Local Government, but is amortized via periodic Loan repayments to the Department as if it were actually disbursed. Capitalized Interest is computed at the Financing Rate, or rates, set for the Loan. It accrues and is compounded annually from the time when disbursements are made until six months before the first Semiannual Loan Payment is due. Capitalized Interest is estimated prior to establishing the schedule of actual disbursements.

10.02. LOAN SERVICE FEE.

The Loan Service Fee is estimated as \$88,289 for the Loan amount authorized to date. The fee represents two percent of the Loan amount excluding Capitalized Interest amount; that is, two percent of \$4,414,429. The Loan Service Fee is estimated at the time of execution of the loan agreement and shall be revised with any increase or decrease amendment. The Loan Service Fee is based on actual Project costs and assessed in the final loan amendment. The Local Government shall pay the Loan Service Fee from the first available repayment(s) following the Final Amendment.

10.03. FINANCING RATE.

The Financing Rate on the unpaid principal of the Loan amount specified in Section 10.01 is 0.71 percent per annum. The Financing Rate equals the sum of the interest rate and the Grant Allocation Assessment Rate. The interest rate is 0.71 percent per annum and the Grant Allocation Assessment rate is 0.00 percent per annum. However, if this Agreement is not executed by the Local Government and returned to the Department before October 1, 2026 the Financing Rate may be adjusted. A new Financing Rate shall be established for any funds provided by amendment to this Agreement.

10.04. LOAN TERM.

The Loan term shall be 20 years.

10.05. REPAYMENT SCHEDULE.

Repayments shall be made semiannually (twice per year). The Semiannual Loan Payment shall be computed based upon the principal amount of the Loan less the Principal Forgiveness plus the estimated Loan Service Fee and the principle of level debt service. The Semiannual Loan Payment amount may be adjusted, by amendment of this Agreement, based upon revised information. After the final disbursement of Loan proceeds, the Semiannual Loan Payment shall be based upon the actual Project costs, the actual Loan Service Fee and Loan Service Fee capitalized interest, if any, and actual dates and amounts of disbursements, taking into consideration any previous payments. Actual Project costs shall be established after the Department's inspection of the completed Project and associated records. The Department will deduct the Loan Service Fee and any associated interest from the first available repayments following the Final Amendment.

Each Semiannual Loan Payment shall be in the amount of \$121,615 until the payment amount is adjusted by amendment. The interest and Grant Allocation Assessment portions of each Semiannual Loan Payment shall be computed, using their respective rates, on the unpaid balance of the principal amount of the Loan, which includes Capitalized Interest. Interest (at the Financing Rate) also shall be computed on the estimated Loan Service Fee. The interest and Grant Allocation Assessment on the unpaid balance shall be computed as of the due date of each Semiannual Loan Payment.

Semiannual Loan Payments shall be received by the Department beginning on September 15, 2028, and semiannually thereafter on March 15 and September 15 of each year until all amounts due hereunder have been fully paid. Funds transfer shall be made by electronic means.

The Semiannual Loan Payment amount is based on the total amount owed of \$4,527,518, which consists of the Loan principal and the estimated Loan Service Fee.

10.06. PROJECT COSTS.

The Local Government and the Department acknowledge that the actual Project costs have not been determined as of the effective date of this Agreement. Project cost adjustments may be made as a result of construction bidding or mutually agreed upon Project changes. Capitalized Interest will be recalculated based on actual dates and amounts of Loan disbursements. If the Local Government receives other governmental financial assistance for this Project, the costs funded by such other governmental assistance will not be financed by this Loan. The Department shall establish the final Project costs after its final inspection of the Project records. Changes in Project costs may also occur as the result of an audit.

The Local Government agrees to the following estimates of Project costs:

CATEGORY	PROJECT COSTS (\$)
Construction and Demolition	3,781,978
Contingencies	378,198
Technical Services After Bid Opening	254,253
SUBTOTAL (Disbursable Amount)	4,414,429
Capitalized Interest	24,800
TOTAL (Loan Principal Amount)	4,439,229

10.07. SCHEDULE.

The Local Government agrees by execution hereof:

(1) This Agreement shall be effective on May 12, 2021. Invoices submitted for work conducted on or after this date shall be eligible for reimbursement.

(2) Completion of Project construction is scheduled for March 15, 2028.

(3) The Loan Debt Service Account shall be established, and Monthly Loan Deposits shall begin no later than March 15, 2028.

(4) The first Semiannual Loan Payment in the amount of \$121,615 shall be due September 15, 2028.

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ARTICLE XI - EXECUTION OF AGREEMENT

This Loan Agreement WW460202 may be executed in two or more counterparts, any of which shall be regarded as an original and all of which constitute but one and the same instrument.

IN WITNESS WHEREOF, the Department has caused this Agreement to be executed on its behalf by the Secretary or Designee and the Local Government has caused this Agreement to be executed on its behalf by its Authorized Representative and by its affixed seal. The effective date of this Agreement shall be as set forth below by the Department.

for
CITY OF MARY ESTHER

Mayor

Attest:

I attest to the opinion expressed in Section
2.02, entitled Legal Authorization.

City Clerk

City Attorney

SEAL

for
STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION

Secretary or Designee

Date

AGENDA ITEM

Agenda Item 11.6.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: August 3, 2026

SUBJECT: Consideration: Purchase Order for 18" Insert Valve

BACKGROUND:

The Hurlburt Field pump station has been in operation since the 1960's. The electric motors, pumps, and auxiliary diesel engines have functioned well for many decades. The station is now in need of upgrades and replacement of motors and pumps. Motor and pump #2 were replaced in 2026. To accomplish this work, a line stop was required due to the lack of existing isolation valves.

A line stop is a safe and controlled method to temporarily isolate a section of pipe so work can occur without shutting down the entire system. By installing a line stop, the flow can be halted upstream of the pump, allowing the equipment to be removed and replaced under dry, depressurized conditions, which minimizes safety risks to personnel and prevents uncontrolled release of effluent.

DISCUSSION:

Installing a permanent isolation valve is a preferred solution over repeatedly performing line stops because it provides a safer, more reliable, and more cost-effective long-term solution for system maintenance. A permanently installed isolation valve allows Jacobs operators to quickly and safely isolate the station as needed, significantly reducing downtime, labor, and risk during future maintenance activities such as pump repairs or replacements.

FINANCIAL IMPACT:

The financial impact is \$49,912.00 for the purchase and installation of an 18" insert valve.

RECOMMENDATION:

Motion to approve a purchase order to Consolidated Pipe & Supply, for one 18" Insert Valve in the amount of \$49,912.00

ATTACHMENT(S):

1. Consolidated Pipe & Supply Co. Quote - \$49,912.00
2. Water Services Group, LLC. Quote - \$56,940.00
3. Ferguson Waterworks Quote - \$62,000.00



CONSOLIDATED PIPE & SUPPLY CO

QUOTATION

Quotation Number **S283634**
Version Number **1**
Quotation Date **06/19/2026**

JOB NAME **18" INSERTION VALVE**

SALE SITE

CONSOLIDATED PIPE & SUPPLY
3100 MCCORMICK STREET
PENSACOLA, FL 32514-7027, USA
PHONE: 850-476-1122

SHIP TO

MARY ESTHER CITY OF
195 CHRISTOBAL
MARY ESTHER, FL 32569, USA

Last Communication 06/19/2026
Expiration Date 07/17/2026
Written By Lane Strickland
Customer RFQ
Customer Number FL0751759L
Requested By JOSH ROBINSON
Sales Rep Lane Strickland

SOLD TO

MARY ESTHER CITY OF
195 CHRISTOBAL RD
MARY ESTHER, FL 32569, USA

Ship Via Best Way
Delivery Terms To Be Determined
Payment Terms Net 30 Days

SALES

Line	CPS Part No Part Description	Wanted Delivery Date	Sales Qty	UoM	Unit Net Price	Extended Amount
1	22-1800-00012		1.00	EA	\$48,500.00	\$48,500.00
1.1	18 AVT 180EZVOL1987DI DI OL INSERTION VALVE 19.50-19.87 2" OP NUT IMP					

Other Charge Details

Charge Type	Charge Qty	UoM	Unit Price	Charge Amount
Mileage	708.00	EA	\$1.50	\$1,062.00
Per Diem	1.00	EA	\$350.00	\$350.00
Subtotal Amount				\$48,500.00
Other Charges				\$1,412.00
Tax Amount				\$0.00
Total				\$49,912.00

****WORK SITE IS TO BE PREPPED AND READY FOR VALVE INSTALLATION****

****6' CLEAR OF PIPE, 3' CLEAR ON EACH SIDE OF PIPE, 2' CLEAR UNDER THE PIPE****



6/16/26

P.O. BOX 330
NORTHPORT, AL 35476
205-339-3559 PHONE
205-339-4658 FAX
QUOTE

City of Mary Ester, FL
Josh Robinson

Josh.Robinson1@jacobs.com

Job Name: 18" Valve Insertion
Job Location: Mary Ester, FL
C:850-776-8491

	INSERT VALVE DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	EA 18" AVT EZ VALVE INSTALLED ON DI, CI, PVC WATER	\$ 56,940.00	\$ 56,940.00
		TOTAL	\$ 56,940.00

Valves Quoted are Not AIS or BABA Compliant
Confirm Open Left or Open Right at Time of Order

QUOTE IS BASED ON INFORMATION PROVIDED, QUANTITIES LISTED ABOVE & BELOW NOTES

ONE (1) MOBILIZATIONS

TWO (2) TECHNICIANS ON SITE

NORMAL HOURS MONDAY - FRIDAY 7:00 AM TO 7:00 PM

\$150.00 PER HR PER TECH. OVERTIME CHARGE FOR ALL WORK REQUIRED OUTSIDE NORMAL HOURS

STAND BY TIME WILL BE CHARGED @ \$300.00 PER HOUR FOR LABOR (Includes All Expenses)

STAND BY TIME WILL BE CHARGED @ \$200.00/HR UP TO \$2,400.00 PER DAY FOR EQUIPMENT

ADDITIONAL MOBILIZATIONS WILL BE CHARGED @ \$3,000.00 EA.

CUSTOMERS RESPONSIBILITIES

Provide a dedicated laborer to assist the Company's Technicians

Provide Type of Pipe With O.D. & I.D. Measurements of Pipe Prior to Scheduling Work

Excavate, Shore & De-water as necessary for OSHA safe Excavation

Provide Lifting Services & Operator (Backhoe / Track hoe / Crane)

Help Install & Test Insert Valve Fitting (Provided by Water Services Group)

Provide Concrete Support & Anchorage as Required

Design & Install Concrete Thrust Blocks and or Bell Restraints on Existing Pipe as Required

Provide Valve Box and Lid for Insert Valve

Note: If Insert Valve is installed on PVC, the pipe Must Be Flat for 6FT, please straight edge before WSG Arrival.

Note: If Insert Valve is installed on PVC, WSG will not be responsible if pipe was to split or burst.

THANK YOU,
DOUG PUGH
205-361-4289 cell

TOMMY BERRY
615-388-4325 cell

MARSHALL REESI
334-235-0206 cell

14:39:18 JUN 17 2026

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FERGUSON WATERWORKS #1204

Price Quotation
Phone: 850-474-0999
Fax: 850-484-7951

Bid No: B450223
Bid Date: 06/17/26
Quoted By: CJN

Cust Phone: 850-243-3566
Terms: NET 10TH PROX

Customer: CITY OF MARY ESTHER
195 CHRISTOBAL RD N
MARY ESTHER, FL 32569

Ship To: CITY OF MARY ESTHER
195 CHRISTOBAL RD N
MARY ESTHER, FL 32569

Cust PO#: 18" INSERTA VALVE

Job Name: JOSH 6.16

Item	Description	Quantity	Net Price	UM	Total
MISC	MISCELLANEOUS CHARGES 18" INSERTA VALVE INSTALL BY WATER SRVCS GRP	1	62000.000	EA	62000.00

Net Total: \$62000.00
Tax: \$0.00
Freight: \$0.00
Total: \$62000.00

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

Due to the uncertain impact of potential tariffs, Ferguson's quotation/proposal has not included any provision or contingency for future tariffs or increase of existing tariffs. Ferguson reserves the right to adjust prices to reflect the impact of any new or increased tariffs that affect our costs at the time of shipment. Ferguson will provide notice of any such adjustments along with documentation supporting the changes.

CONTRACTOR CUSTOMERS: IF YOU HAVE DBE/MBE/WBE/VBE/SDVBE/SBE GOOD FAITH EFFORTS DIVERSITY GOALS/ REQUIREMENTS ON A FEDERAL, STATE, LOCAL GOVERNMENT, PRIVATE SECTOR PROJECT, PLEASE CONTACT YOUR BRANCH SALES REPRESENTATIVE IMMEDIATELY PRIOR TO RECEIVING A QUOTE/ORDER.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>
Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with "NP" in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.



HOW ARE WE DOING? WE WANT YOUR FEEDBACK!

Scan the QR code or use the link below to
complete a survey about your bids:

<https://survey.medallia.com/?bidsorder&fc=1204&on=57226>

AGENDA ITEM

Agenda Item 11.7.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: August 3, 2026

SUBJECT: Consideration: Purchase Order for Replacement Fire Hydrants

BACKGROUND:

As recommended by the Florida Rural Water Association (FRWA), the replacement of aging fire hydrants is a critical investment in public safety, fire protection, and infrastructure reliability. Replacing outdated hydrants will ensure that firefighters have dependable access to water when responding to structure fires and other emergencies, helping to protect lives, property, and business throughout the community.

DISCUSSION:

In addition to improving emergency response capabilities, replacing obsolete hydrants supports the City's long-term asset management and maintenance goals. New hydrants are designed to meet current industry standards, provide improved durability, and reduce maintenance costs associated with frequent repairs and parts replacement. Proactively replacing deficient hydrants identified through asset assessments will strengthen the City's water distribution system, enhance public confidence in municipal services, and help maintain compliance with fire protection requirements that can influence community safety rating and insurance costs for residents and businesses.

FINANCIAL IMPACT:

The financial impact is \$35,550 for the purchase of 15 fire hydrants.

RECOMMENDATION:

Motion to approve a purchase order to Ferguson Waterworks, in the amount of \$34,689.12.

ATTACHMENT(S):

1. Ferguson Waterworks Quote - \$34,689.12
2. Core & Main Quote - \$35,908.35
3. Consolidated Pipe and Supply Co. Quote - \$36,225.00

11:18:55 JUL 15 2026

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FERGUSON ENTERPRISES LLC #1204

Price Quotation

Phone: 850-474-0999

Fax: 850-484-7951

Bid No: B450218
Bid Date: 06/17/26
Quoted By: MS

Cust Phone: 850-243-3566
Terms: NET 10TH PROX

Customer: CITY OF MARY ESTHER
195 CHRISTOBAL RD N
MARY ESTHER, FL 32569

Ship To: CITY OF MARY ESTHER
195 CHRISTOBAL RD N
MARY ESTHER, FL 32569

Cust PO#: HYDRANTS

Job Name:

Item	Description	Quantity	Net Price	UM	Total
AFCB84BLAOLM	5-1/4 VO B84B HYD 3'0 BURY OL L/A	3	3000.000	EA	9000.00
AFCB84BLAOLN	5-1/4 VO B84B HYD 3'6 BURY OL L/A	3	2782.770	EA	8348.31
AFCB84BLAOLP	5-1/4 VO B84B HYD 4'0 OL L/A	3	2882.350	EA	8647.05
SP-ECLIPSE#2	ECLIPSE #2 FLUSH HYD 3.5'BURY 3" MJ	6	1448.960	EA	8693.76

Net Total: \$34689.12
Tax: \$0.00
Freight: \$0.00
Total: \$34689.12

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

Due to the uncertain impact of potential tariffs, Ferguson's quotation/proposal has not included any provision or contingency for future tariffs or increase of existing tariffs. Ferguson reserves the right to adjust prices to reflect the impact of any new or increased tariffs that affect our costs at the time of shipment. Ferguson will provide notice of any such adjustments along with documentation supporting the changes.

CONTRACTOR CUSTOMERS: IF YOU HAVE DBE/MBE/WBE/VBE/SDVBE/SBE GOOD FAITH EFFORTS DIVERSITY GOALS/ REQUIREMENTS ON A FEDERAL, STATE, LOCAL GOVERNMENT, PRIVATE SECTOR PROJECT, PLEASE CONTACT YOUR BRANCH SALES REPRESENTATIVE IMMEDIATELY PRIOR TO RECEIVING A QUOTE/ORDER.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>
Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with *NP in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.



HOW ARE WE DOING? WE WANT YOUR FEEDBACK!

Scan the QR code or use the link below to
complete a survey about your bids:

<https://survey.medallia.com/?bidsorder&fc=1204&on=57226>



Bid Proposal for Hydrants

MARY ESTHER, CITY OF
Job Location: Mary Esther, FL
Bid Date: 06/19/2026
Core & Main Bid #: 5020916

Core & Main
8782 Paul Starr Dr
Pensacola, FL 32514
Phone: 8504786372
Fax: 8504784323

Seq#	Qty	Part Number	Description	Units	Price	Ext Price
10	3	605366M36129LA360	5-1/4VO 6129 HYD 3'0"B 6MJ LA SHOE 3W O/L 360 ADJ.LESS ACC.	EA	2,914.95	8,744.85
20	3	605426M36129LA360	5-1/4VO 129 HYD 3'6"B 6MJ LA SHOE 3W O/L 360 ADJ.LESS ACC.	EA	2,985.89	8,957.67
30	3	605486M36129LA360	5-1/4VO 129 HYD 4'0"B 6MJ LA SHOE 3W O/L 360 ADJ L/AC.'S	EA	3,056.83	9,170.49
40	6	602422M13301	2-1/4VO #33 POST HYD 3'6" B 2 MJS	EA	1,505.89	9,035.34
Sub Total						35,908.35
Tax						0.00
Total						35,908.35

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/terms-of-sale/>

THIS BID MAY INCLUDE GLOBALLY SOURCED (IMPORTED) MATERIALS THAT ARE SUBJECT TO CHANGING TARIFFS. PRICES ARE SUBJECT TO CHANGE DUE TO POTENTIAL ADDITIONAL TARIFFS IMPOSED BY THE U.S. GOVERNMENT. IF IMPOSED, PRICES WILL INCREASE BY THE SAME PERCENTAGE AND WILL BE EFFECTIVE ON THE DATE THAT THE NEW TARIFFS ARE IMPLEMENTED. THESE ITEMS SHOULD BE PURCHASED WITH HASTE TO AVOID ANY ADDITIONAL RISING TARIFF COSTS.



CONSOLIDATED PIPE & SUPPLY CO

QUOTATION

Quotation Number **S284626**
Version Number **1**
Quotation Date

SALE SITE

CONSOLIDATED PIPE & SUPPLY
3100 MCCORMICK STREET
PENSACOLA, FL 32514-7027, USA
PHONE: 850-476-1122

SHIP TO

MARY ESTHER CITY OF
195 CHRISTOBAL
MARY ESTHER, FL 32569, USA

SOLD TO

MARY ESTHER CITY OF
195 CHRISTOBAL RD
MARY ESTHER, FL 32569, USA

Ship Via Best Way
Delivery Terms To Be Determined
Payment Terms Net 30 Days

Last Communication

Expiration Date 07/22/2026
Written By Tommy McCart
Customer RFQ
Customer Number FL0751759L
Requested By JOSH
Sales Rep Lane Strickland

SALES

Line	CPS Part No Part Description	Wanted Delivery Date	Sales Qty	UoM	Unit Net Price	Extended Amount
1	22-0514-00103		3.00	EA	\$2,925.00	\$8,775.00
1.1	5-1/4 MUELLER COMPANY A423 RED DI NST OL FIRE HYDRANT L/ACC 3' BURY 6" MJS 1-1/2 PENT					
2	22-0514-00112		3.00	EA	\$2,950.00	\$8,850.00
2.1	5-1/4 MUELLER COMPANY A423 423-501999 RED DI NST OL FIRE HYDRANT L/ACC 3'6" BURY 6" MJS 1-1/2 PENT DOM					
3	22-0514-00139		3.00	EA	\$3,050.00	\$9,150.00
3.1	5-1/4 MUELLER COMPANY 423-501389 RED DI NST OL FIRE HYDRANT L/ACC 4' BURY 6" MJS 1-1/2 PENT DOM					
6	QUOTE-EA		6.00	EA	\$1,575.00	\$9,450.00
5.1	2-1/8 MUELLER COMPANY A411 ONE WAY RED DI OL POST FIRE HYDRANT 3'6" BURY 2" MJS 1-1/2 PENT					

Subtotal Amount	\$36,225.00
Tax Amount	\$0.00
Total	\$36,225.00

This Quotation is subject to and will be governed by Consolidated Pipe's Domestic Terms and Conditions which can be found at <https://consolidatedpipe.com/wp-content/uploads/Consolidated-Pipe-Supply-General-Terms-and-Conditions-of-Sale-10.1.16-03622602-7.pdf>. Only Consolidated Pipe's Terms and Conditions shall apply. Any other new, additional or conflicting terms and conditions shall be inapplicable to this Quotation as well as to any related purchase order or other agreement, or any performance thereunder.

Consolidated Pipe and Supply Company

Page 1 of 1

AGENDA ITEM

Agenda Item 11.8.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: August 3, 2026

SUBJECT: Consideration: Purchase Order for Replacement Water Meters

BACKGROUND:

Maintaining an adequate inventory of replacement water meters is essential to ensuring the uninterrupted operation and reliability of the City's water utility system. Water meters are critical for accurately measuring customer water consumption and protecting utility revenues.

DISCUSSION:

Over time, meters can become damaged, fail due to age and wear, or lose accuracy, requiring prompt replacement to maintain service quality and compliance with utility standards. By keeping replacement meters in stock, Jacobs can respond quickly to service needs, minimize disruptions to customers, and avoid delays associated with procurement and delivery. Additionally, maintaining a supply of replacement meters is a cost-effective asset management practice that helps address routine maintenance, emergency repairs, new service installations, and meter upgrades efficiently.

FINANCIAL IMPACT:

The financial impact is \$41,846.28 for the purchase of 118 Sensus meters, including (100 3/4", 8 - 1", and 10 - 2").

RECOMMENDATION:

Motion to approve a purchase order to Core & Main, in the amount of \$41,846.28.

ATTACHMENT(S):

1. Core & Main Quote - \$41,846.28 (Sole Source)



Bid Proposal for Mary Esther - Iperl Metal

MARY ESTHER, CITY OF
Job Location: Mary Esther, FL
Bid Date: 07/06/2026
Core & Main Bid #: 5050221

Core & Main
8782 Paul Starr Dr
Pensacola, FL 32514
Phone: 8504786372
Fax: 8504784323

Seq#	Qty	Description	Units	Price	Ext Price
10		SENSUS METERS			
30	100	IPERL+ 3/4S METAL 7.5LL 100G 5WHL 6' TRPL 2W CABLE SM PT# IXBS1GGXXXXXXD	EA	191.86	19,186.00
70	8	IPERL+ 1 METAL 10.75LL 100G 5WHL 6' TRPL 2W CABLE SM PT# IXDS1GGXXXXXXD	EA	286.26	2,290.08
110	10	CORDONEL 2 100G 15.25LL 5WHL 6' TRPL 3W CABLE TEST PORT & PLUG PRESSURE SENSOR SM G2X3PXP1GXHXXSD	EA	1,902.02	19,020.20
130	10	LAN 2 BRS METER FLG KIT DBL FLG GSKTS (4) B&N 200-225-00400	EA	135.00	1,350.00
150		PLUS SHIPPING			
160		EST LEAD TIME: 3-4 WEEKS			
				Sub Total	41,846.28
				Tax	0.00
				Total	41,846.28

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/terms-of-sale/>

THIS BID MAY INCLUDE GLOBALLY SOURCED (IMPORTED) MATERIALS THAT ARE SUBJECT TO CHANGING TARIFFS. PRICES ARE SUBJECT TO CHANGE DUE TO POTENTIAL ADDITIONAL TARIFFS IMPOSED BY THE U.S. GOVERNMENT. IF IMPOSED, PRICES WILL INCREASE BY THE SAME PERCENTAGE AND WILL BE EFFECTIVE ON THE DATE THAT THE NEW TARIFFS ARE IMPLEMENTED. THESE ITEMS SHOULD BE PURCHASED WITH HASTE TO AVOID ANY ADDITIONAL RISING TARIFF COSTS.

February 11, 2025

Re: Sole Source

To Whom It May Concern:

Sensus, USA is pleased to announce that Core & Main LP is the sole Authorized Distributor of Sensus products for the state of Florida. This includes Water and Electric Metrology, AMI/AMR systems, and associated equipment. Please contact Core & Main LP for all of your Sensus needs. Purchasing Sensus, USA products from the authorized distributor for your area ensures that your products will be properly supported and warranted.

We look forward to the opportunity of providing your firm with quality water & electric measurement equipment and support in the near future. Please feel free to contact me if you have any questions.

Sincerely,

Trena Simmons

Trena Simmons
Partner Success Specialist

AGENDA ITEM

Agenda Item 11.9.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: August 3, 2026

SUBJECT: Consideration: Purchase Order for 6" Sewer Bypass Pump

BACKGROUND:

In November 2025, the only operational pump at the Hurlburt Field Effluent Pump Station failed. An emergency bypass pump was required to maintain flow to the spray field at a cost of \$4,500 per month until the new pump and motor were installed. To avoid these rental costs in the future and add system resilience, it is recommended that a dedicated bypass pump be purchased.

DISCUSSION:

A sewer and lift station bypass pump is a critical piece of equipment for the City of Mary Esther because it ensures continuous and reliable wastewater service during planned maintenance, emergency repairs, and power outages. Without dedicated bypass pump capability, any work on pumps, piping, or electrical components requires shutting down the lift station, risking sanitary sewer overflows, regulatory violations, and environmental contamination. The availability of a bypass pump allows crews to maintain system operation while isolating and repairing station components, significantly reducing response time during emergencies and improving the city's ability to meet service and compliance requirements.

FINANCIAL IMPACT:

The financial impact is \$65,526.85. This cost is reflective of competitive bid pricing through the Florida Sheriffs Association Cooperative Purchasing Program.

RECOMMENDATION:

Motion to approve a purchase order for a 6" mobile sewer bypass pump in the amount of \$65,526.85.

ATTACHMENT(S):

1. Florida Sheriffs Association Purchasing Contract: FSA23-EQU21.1, Equipment

July 15, 2026

Josh Robinson
City of Mary Esther
195 Christobal Road
Mary Esther, FL 32569

Email: josh.robinson1@jacobs.com

**RE: FSA -CD150S-CS RGT Sale Mary Ester
Sale Quotation 191005604**

Dear Josh:

Thank you for your interest in Xylem Dewatering Solutions Inc, and our Godwin Pumps of America line of CD150S Critically Silenced pumps.

I have prepared the following quote for our Godwin Pumps of America model CD150S with FT4 Izusu engine and sound attenuated enclosure.

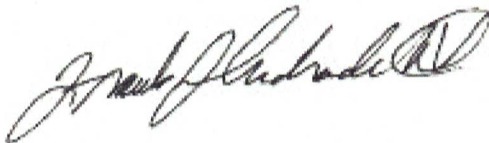
The CD150S is a member of the Godwin S Series of Smart pumps. In addition to improved hydraulic efficiency, greater fuel economy, and streamlined serviceability.

The Critically Silenced unit is engineered from start to finish for quiet operation. The enclosure consists of 14 gauge sheet metal lined with 1" and 2" layers of polydamp acoustical sound deadening material. The engine is designed with a critical grade silenced muffler, silenced the priming exhaust, and isolated engine vibration to further reduce operating noise. Hinged, lockable doors provide convenient access to operating controls and service locations. Sound levels are approximately 69 dBA at 30 feet.

All pricing is based on the Florida Sheriff's Contract #FSA23-EQU21.1, Specification #313. There are no delivery / freight charges when utilizing the FSA Contract.

Please call or contact me at your convenience with any additional questions or comments regarding this quote or additional needs.

Sincerely,



Jay Andrade
Outside Sales Representative

JA / jr

SALE QUOTATION

ITEM	QTY	DESCRIPTION
Contract Items:		
A	1	Dri-Prime CD150S Critically • Silenced Sound Attenuated Enclosure • 6" 150# Flange Suction and Discharge • Isuzu 4LE2X FT4 Diesel Engine with FST • Global Series 6 Skid-mounted, • Spill Containment, 110% Fuel Containment • Pump Options • 6" FCG x 150#FL Mounting Kit • Mounted on Pump Suction • 6" MCG x 150#FL Mounting Kit • Mounted on Pump Discharge
B	1	Xylem Global Series 6 Trailer Kit • with Bolt on Tongue, Fenders, • Axle with Electric Brakes, • and Wiring Harness • Fits Global Canopies
C	1	PrimeGuard Float Set • w/ 65' Mechanical Floats

THE PRICE PROVIDED IS BASED UPON XYLEM'S REVIEW OF THE APPLICABLE PLAN DRAWINGS AND RELEVANT TECHNICAL SPECIFICATION SECTIONS BEARING ON THE EQUIPMENT DESCRIBED IN THIS QUOTATION. SUBMISSION OF THIS QUOTATION SHOULD NOT BE MISCONSTRUED AS XYLEM'S ACCEPTANCE OF ANY OTHER PROVISIONS OF THE PRIME CONTRACT BETWEEN CONTRACTOR AND PROJECT OWNER (HOWSOEVER REFERENCED) AND ATTEMPTS IN ANY SUBSEQUENT SUBCONTRACT TO BIND XYLEM TO SUCH OWNER DOCUMENTS ARE HEREBY REJECTED AND SHALL BE OF NO FORCE AND EFFECT, IRRESPECTIVE OF ANYTHING STATED ELSEWHERE TO THE CONTRARY.

Please note all sale pricing is in U.S. Dollars. The price does not include freight, export boxing, duties, taxes, or any other items not specifically mentioned.

This pricing information is for internal use only. We ask that these items and terms be kept confidential. All applicable tax and freight charges will be added to invoices. All quotations are subject to credit approval. All quotations are valid for 30 days. All prices quoted in US dollars.

This order is subject to the Standard Terms and Conditions of Sale - Xylem Americas effective on the date the order is accepted which terms are available at <https://www.xylem.com/en-US/support/xylem-americas-standard-terms-and-conditions/> and incorporated herein by reference and made a part of the agreement between the parties.

SALE QUOTATION

ITEM	QTY	DESCRIPTION
------	-----	-------------

A signed copy of this Quotation is acceptable as a binding contract.

Signature:	Name: (PLEASE PRINT)
Company/Utility:	Reference #:
Address:	Date:
	Phone:
	Email:
	Fax:

NET LUMP SUM SALE TOTAL

\$ 65,526.85

THE PRICE PROVIDED IS BASED UPON XYLEM'S REVIEW OF THE APPLICABLE PLAN DRAWINGS AND RELEVANT TECHNICAL SPECIFICATION SECTIONS BEARING ON THE EQUIPMENT DESCRIBED IN THIS QUOTATION. SUBMISSION OF THIS QUOTATION SHOULD NOT BE MISCONSTRUED AS XYLEM'S ACCEPTANCE OF ANY OTHER PROVISIONS OF THE PRIME CONTRACT BETWEEN CONTRACTOR AND PROJECT OWNER (HOWSOEVER REFERENCED) AND ATTEMPTS IN ANY SUBSEQUENT SUBCONTRACT TO BIND XYLEM TO SUCH OWNER DOCUMENTS ARE HEREBY REJECTED AND SHALL BE OF NO FORCE AND EFFECT, IRRESPECTIVE OF ANYTHING STATED ELSEWHERE TO THE CONTRARY.

Please note all sale pricing is in U.S. Dollars. The price does not include freight, export boxing, duties, taxes, or any other items not specifically mentioned.

This pricing information is for internal use only. We ask that these items and terms be kept confidential. All applicable tax and freight charges will be added to invoices. All quotations are subject to credit approval. All quotations are valid for 30 days. All prices quoted in US dollars.

This order is subject to the Standard Terms and Conditions of Sale - Xylem Americas effective on the date the order is accepted which terms are available at <https://www.xylem.com/en-US/support/xylem-americas-standard-terms-and-conditions/> and incorporated herein by reference and made a part of the agreement between the parties.



QUOTE PER THE FLORIDA SHERIFF'S ASSOCIATION CONTRACT

Quote Prepared For: City of Mary Esther Attention: Mr. Robinson

Date: 7/15/2026 Quote #191005604

CONTRACT DETAILS

FLORIDA SHERIFF'S ASSOC., FLORIDA ASSOC. OF COUNTIES & FLORIDA FIRE CHIEFS' ASSOCIATION BID #: FSA23-EQU21.1 Item #:313, 6 INCH MOBILE PUMP PACKAGE EFFECTIVE: OCTOBER 1, 2025 THROUGH SEPTEMBER 30, 2026
--

CONTRACT PRICING

		QTY	UNIT PRICE	
BASE	BASE BID - Godwin CD150S 6" Isuzu FT4 Dri-Prime Diesel Pump-Trailer	1	50,119.00	50,119.00
ADD	Upgrade to 6" CD150 Critically Silenced Trailer Mounted Isuzu 4LE2T-FT4	1	14,014.64	14,014.64
CONTRACT PRICING TOTAL				64,133.64

SPECIFIED OPTIONS

		QTY	UNIT PRICE	
CAPGMA005	PrimeGuard Float Set	1	489.21	489.21
SUB TOTAL				489.21
SPECIFIED OPTIONS TOTAL				489.21

NON-SPECIFIED OPTIONS

		QTY	UNIT PRICE	
ACCP0049	6" FCG x 150 #FL Mounting Kit	1	638.00	638.00
ACCP0045	6" MCG x 150 #FL Mounting Kit	1	492.00	492.00
SUB TOTAL				1,130.00
20%	Contract Discount		LESS	226.00
NON-SPECIFIED OPTIONS TOTAL				904.00

TOTAL 65,526.85

Xylem Dewatering Solutions / Godwin Pumps appreciates the opportunity to assist with the above quote per the Florida Sheriff's Association. We look forward to serving your needs throughout the future.

AGENDA ITEM

Agenda Item 11.10.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: August 3, 2026

SUBJECT: Consideration: Award of Bid, Mary Esther Boulevard Median Landscape Project

BACKGROUND:

The Mary Esther Boulevard Median Landscape Project consists of landscape, irrigation, and associated site work improvements to the medians of Mary Esther Boulevard. Construction is funded through a Joint Participation Agreement (JPA) with the Florida Department of Transportation (FDOT) in the amount of \$600,000. FDOT has further agreed to provide up to an additional \$100,000 should bids exceed the grant amount, for total available construction funding of \$700,000; the supplemental funding will be formalized through an amendment to the JPA.

The project was first advertised for bids on April 15, 2026 (RFP 2026-01), with bids due May 6, 2026; no bids were received. It was re-advertised on June 8, 2026, and two sealed bids were received and opened on July 7, 2026: Russell Landscape Florida, LLC in the amount of \$501,612.54, and Rotolo Consultants, Inc. in the amount of \$699,838.20. The Advertisement for Bids stated an anticipated total bid price of approximately \$487,000.

DISCUSSION:

Staff reviewed both bids for responsiveness to the bidding documents. Rotolo's bid schedule was independently verified as mathematically correct. Russell's bid schedule could not be verified in the same manner because the unit prices on the submitted copy are not legible with certainty. The City's project engineer, Kimley-Horn and Associates, Inc., provided an independent written assessment of the pricing and documents submitted.

The bid of Russell Landscape Florida, LLC, while lowest in price, is nonresponsive for the reasons detailed in the attached Staff Responsiveness Review: principally, the submittal did not include an executed Bid Form (the signed offer itself) or a contractor license number, and its unit prices cannot be read with certainty.

Rotolo Consultants, Inc. submitted a complete, responsive bid, and the project engineer's assessment is consistent with the staff review. Rotolo's bid of \$699,838.20 is within the total available FDOT funding of \$700,000. The bid remains subject to acceptance through September 5, 2026; staff will request the bidder's written agreement to extend the acceptance period through September 30, 2026, to cover the contract approval schedule below.

In accordance with Sections 18 and 19 of the solicitation's General Terms and Conditions, the Notice of Intent to Award (recommended award) was posted on July 27, 2026, and provided to both bidders. The 72-hour period to file a notice of protest will expire on July 30, 2026. If a protest is filed, this agenda item may be deferred pending its resolution. The JPA amendment providing the supplemental FDOT funding and the construction contract will both be presented at the September 8, 2026 regular meeting, with the JPA amendment considered first, allowing time to assemble the contract documents and complete the FDOT amendment. No contract will be executed until any timely protest is resolved.

FINANCIAL IMPACT:

The contract amount is \$699,838.20, funded by the FDOT Joint Participation Agreement (\$600,000) and FDOT's supplemental funding commitment of up to \$100,000, to be formalized by JPA amendment. This is a unit-price contract: final payment is based on actual quantities installed, and the City would be responsible for any costs above the available FDOT funding. Should FDOT not provide the supplemental \$100,000, the matter will return to Council for direction.

RECOMMENDATION:

Motion to find the bid of Russell Landscape Florida, LLC nonresponsive; to award the Mary Esther Boulevard Median Landscape Project to Rotolo Consultants, Inc., as the lowest responsive, responsible bidder, in the amount of \$699,838.20, contingent upon execution of an amendment to the Joint Participation Agreement with FDOT providing the supplemental funding; and to authorize staff to obtain the bidder's written extension of its bid acceptance period through September 30, 2026.

ATTACHMENT(S):

1. Attachment 1 - Bid Tabulation
2. Attachment 2 - Staff Responsiveness Review
3. Attachment 3 - Notice of Intent to Award

Tabulation Sheet

Agency Name City of Mary Esther

Bid Number RFP-2026-02-0-2026/DM

Bid Name Boulevard Median Landscape Project

Bid Due Date 07/07/2026 16:00:00 Eastern

Bid Opening **Closed**

2 responses found. ✓ online,  offline, ● not submitting,  not received

Company		Responded	Address	Bid Amount	Alt Bid Amount	Declared Attributes	Documents	Sent
Complete								
1 .	Rotolo Consultants, Inc.	07/07/2026 12:59:03 Eastern	38001 Brownsvillage Rd, Slidell, LA, 70460	\$699838.2000	0.0000		Completed Bid Package	✓
2 .	Russell Landscape Group	07/07/2026 13:41:50 Eastern	1436 East Olive Rd, Pensacola, FL, 32514	\$501612.5400	0.0000		Completed Bid Package	✓

CITY OF MARY ESTHER, FLORIDA

STAFF RESPONSIVENESS REVIEW

Mary Esther Boulevard Median Landscape Project (Bids Opened July 7, 2026)

The requirements below are taken directly from the bidding documents: Article 2.01 of the Bid Form (EJCDC C-410), which lists the documents “submitted with and made a condition of this Bid,” and the Instructions to Bidders (EJCDC C-200). Page references are to each submittal as received. All extensions, subtotals, and totals in Rotolo's bid schedule were independently recalculated and verified as mathematically correct. Russell's bid schedule could not be verified in the same manner because its unit prices are not legible with certainty; staff confirmed only that the legible section subtotals sum to the stated grand total.

Requirement (source in bidding documents)	Russell Landscape Florida, LLC	Rotolo Consultants, Inc.
Bid received by deadline (ITB 14.02, 14.03)	Yes (July 7, 2026)	Yes (July 7, 2026)
Bid security: 6% bid bond (ITB 8.01; Bid Form 2.01.A)	Yes (pp. 13–15)	Yes (pp. 8–10)
Bid Form completed and signed in ink (ITB 12.01.A, 14.01)	No; unsigned quantities sheet only (p. 12), Bid Form absent	Yes (pp. 1–7; signed p. 7)
Price for every Bid item (ITB 12.01.A); extensions verified	Not verifiable; unit prices not legible with certainty (p. 12; stated total \$501,612.54)	Yes, verified (p. 3; \$699,838.20)
Acknowledgment of all Addenda: Clarifications 1 & 2, issued 6/11 and 6/30/2026 (ITB 12.09; Bid Form 5.03)	No	Yes (p. 4, both)
List of proposed Subcontractors (Bid Form 2.01.B)	No*	Yes (p. 44)
List of proposed Suppliers (Bid Form 2.01.C)	No*	Yes (p. 44)
Evidence of authority to do business in Florida (Bid Form 2.01.D; ITB 12.11)	Yes (p. 26)	Yes (pp. 41–42)
Contractor license number or covenant to obtain (Bid Form 2.01.E; ITB 12.12)	No; marked “N/A” (p. 2)	Yes (p. 7; license copy p. 40, CBC1262789)
Qualifications Statement, EJCDC C-451, with supporting data (Bid Form 2.01.F)	Yes (pp. 1–11)	Yes (pp. 14–38)
EEO Certification (Bid Form 2.01.G)	No**	Yes (p. 12)
Drug-Free Workplace Affidavit, §287.087, F.S. (Bid Form 2.01.H)	No	Yes (p. 11)
Execution by authorized officer with evidence of authority (ITB 12.03/12.05)	Authority letter provided (p. 7); the bid itself was not executed (see Bid Form row)	Yes (p. 13, board resolution; Bid Form executed by CFO)

* Due from the apparent successful bidder within five days after bid opening (ITB 11.01); curable.

** The certification form permits a compliance report within seven days after bid opening; curable.

Staff Conclusion

The bid of Rotolo Consultants, Inc. satisfies every requirement and is responsive. The bid of Russell Landscape Florida, LLC, while lowest in price, is deficient in three respects. First, it does not include the

executed Bid Form (the signed offer itself). Without a signed Bid Form there is no binding offer for the City to accept; this is a material defect that cannot be waived under ITB 18.01, which permits waiver only of minor informalities not involving price, time, or changes in the Work. Second, it provides neither a contractor license number nor a covenant to obtain one (Bid Form 2.01.E). Third, the unit prices on the bid schedule as submitted (the only copy received, scanned and uploaded by the bidder to the bid platform) cannot be read with certainty; staff could establish individual figures only by magnification and arithmetic inference from the extensions and subtotals, which reconcile to the stated total. ITB 12.01.A requires a price to be indicated for each Bid item, and ITB 12.02 requires a clearly legible copy; pricing that cannot be read with certainty is not curable after opening. Staff finds the Russell bid nonresponsive on these grounds.

One further observation is noted for completeness but is not the basis of this finding: Russell acknowledged neither Addendum. Because both were administrative (pre-bid attendance and the bid opening date) and affected neither price, scope, nor time, staff regards that omission, standing alone, as likely waivable. Evaluation of the unit pricing of the bids is the responsibility of the project engineer and is addressed in the engineer's assessment.

The project engineer's independent written assessment (July 26, 2026, on file with the City Clerk) is consistent with these findings: it identifies the same omitted documents, including the signed Bid Form and its addenda acknowledgment and representations and certifications; confirms Rotolo submitted all required documentation; and notes the Russell submittal's exact bid price could not be determined because the quality of the PDF is too poor to be fully legible.

Prepared by: Jared Cobb, City Manager

Date: July 27, 2026

CITY OF MARY ESTHER, FLORIDA
NOTICE OF INTENT TO AWARD (RECOMMENDED AWARD)

DATE POSTED: July 27, 2026

PROJECT: Mary Esther Boulevard Median Landscape Project (Kimley-Horn Project No. 142199005)

TO: All Bidders of Record

Notice is hereby given, in accordance with Sections 18 and 19 of the General Terms and Conditions of the above-referenced solicitation, that the City of Mary Esther recommends award of the above-referenced project to Rotolo Consultants, Inc., of Slidell, Louisiana, as the lowest responsive, responsible bidder, in the amount of \$699,838.20. The recommended award will be presented to the City Council for consideration at its regular meeting on August 3, 2026, and any award will be contingent upon execution of an amendment to the City's Joint Participation Agreement with the Florida Department of Transportation providing supplemental project funding.

Two bids were received and opened on July 7, 2026. The bid of Russell Landscape Florida, LLC has been determined to be nonresponsive for failure to submit an executed Bid Form and other attachments required by the bidding documents, including a contractor license number. The bid tabulation is available from the City Clerk upon request.

This recommended award will remain posted for at least seventy-two (72) hours. Pursuant to Section 19 of the General Terms and Conditions, any bidder wishing to protest the recommended award or intended decision must file a notice of protest with the City Clerk, 195 N. Christobal Road, Mary Esther, Florida 32569, within seventy-two (72) hours (excluding Saturdays, Sundays, and state holidays) after the posting of this notice, and must file a formal written protest within ten (10) days after filing the notice of protest, consistent with the timeframes of Section 120.57(3), Florida Statutes, as incorporated in the solicitation. Pursuant to Section 287.042(2)(c), Florida Statutes, as incorporated in the solicitation, the formal written protest must be accompanied by a bond payable to the City (or a cashier's check or money order) in the amount of one percent (1%) of the recommended award amount (\$6,998.38). Failure to file a notice of protest, a formal written protest, or the required bond within the time allowed shall constitute a waiver of protest proceedings.

If the City Council approves the recommended award, the construction contract is anticipated to be presented to the City Council for approval on September 8, 2026. No contract will be executed until the protest period has expired and any timely protest has been resolved.

Jared Cobb, City Manager
City of Mary Esther, Florida

cc: Rotolo Consultants, Inc.; Russell Landscape Florida, LLC; FDOT District 3

AGENDA ITEM

Agenda Item 11.11.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: August 3, 2026

SUBJECT: Discussion: Contract for Renovation of New City Hall

BACKGROUND:

This item was requested at the July 6 City Council meeting. The New City Hall project remains past its contractual completion date. Staff is working with the City Attorney on bringing the project to completion and will be prepared to update the Council and discuss next steps.

DISCUSSION:

FINANCIAL IMPACT:

RECOMMENDATION:

ATTACHMENT(S):