

*Agenda Packet*

# PANAMA CITY BEACH CITY COUNCIL AGENDA

NOTE: AT EACH OF ITS REGULAR OR SPECIAL MEETINGS, THE CITY COUNCIL ALSO SITS, EX-OFFICIO, AS THE CITY OF PANAMA CITY BEACH COMMUNITY REDEVELOPMENT AGENCY AND MAY CONSIDER ITEMS AND TAKE ACTION IN THAT LATTER CAPACITY.

MEETING DATE: SEPTEMBER 13, 2018

MEETING TIME: 6:00 P.M.

- I. CALL TO ORDER AND ROLL CALL
- II. INVOCATION- PASTOR RAMON DUVALL OF THE BEACHSIDE FELLOWSHIP CHURCH
- III. PLEDGE OF ALLEGIANCE- COUNCILMAN CHESTER
- IV. COMMUNITY ANNOUNCEMENTS
- V. APPROVAL OF THE MINUTES OF THE SPECIAL MEETING/BUDGET WORKSHOP OF AUGUST 23 AND REGULAR MEETING OF AUGUST 23, 2018
- VI. APPROVAL OF AGENDA, AND ADDITIONS OR DELETIONS
- VII. PRESENTATIONS- COUNCILMAN CHESTER
  - 1 BOYS & GIRLS CLUB CIVIC ACHIEVEMENT AWARD.
  - 2 "BEACH CARE SERVICES MONTH" PROCLAMATION & PRESENTATION
  - 3 "DIAPER NEED AWARENESS WEEK" PROCLAMATION & PRESENTATION
- VIII. PUBLIC COMMENTS-REGULAR (NON-PUBLIC HEARINGS) & CONSENT ITEMS ONLY (LIMITED TO THREE MINUTES)
- IX. CONSENT AGENDA
  - 1 **RESOLUTION 18-131, "MALL O WEEEN" ROAD CLOSURES.** *"A Resolution of the City of Panama City Beach, Florida, related to "Mall O Ween"; authorizing road closures on portions of Sea Monkey Way, Longboard Way, and Pier Park Drive between L.C.Hilton Drive and Front Beach Road on Wednesday, October 31, 2018 for the Event."*
  - 2 **RESOLUTION 18-134, SHADDAI SHRINE TEMPLE FALL CEREMONIAL PARADE ROAD USAGE.** *"A Resolution of the City of Panama City Beach, Florida, authorizing careful traffic control and extraordinary usage of a portion of Front Beach Road (US 98) to permit the Shaddai Shrine Temple Fall Ceremonial Parade on the morning of Saturday, October 13, 2018; and providing an immediately effective date."*
  - 3 **RESOLUTION 18-136, J.R. ARNOLD HIGH SCHOOL HOMECOMING PARADE.** *"A Resolution of the City of Panama City Beach authorizing the temporary closure of certain sections of North Alf Coleman Road, Market Street and North Richard Jackson Boulevard to permit the J. R. Arnold High School Homecoming Parade on October 5,2018."*
- X. REGULAR AGENDA - DISCUSSION/ACTION

NO.	OFFICIAL	ITEM
1	AM	<b>RESOLUTION 18-125, NUISANCE ABATEMENT ASSESSMENT FINAL ASSESSMENT RESOLUTION, PUBLIC HEARING.</b>

- 2 AM RESOLUTION 18-126, STORMWATER SERVICE ASSESSMENT INITIAL ASSESSMENT RESOLUTION, PUBLIC HEARING.
- 3 MG CIVIL SERVICE BOARD AND PLANNING BOARD APPOINTMENTS.
- 4 AS ORDINANCE 1467, WATER AND WASTEWATER IMPACT FEES, 1<sup>ST</sup> READING.
- 5 AS ORDINANCE 1468, SEWER & RECLAIMED WATER RATE INCREASE, 1<sup>ST</sup> READING.
- 6 ML ORDINANCE 1469, BUILDING MAINTENANCE STANDARDS, 2<sup>ND</sup> READING, PUBLIC HEARING AND ADOPTION.
- 7 ML ORDINANCE 1472, SUNDIAL STREET SMALL SCALE COMP PLAN AMENDMENT, 1<sup>ST</sup> READING.
- 8 ML ORDINANCE 1473, SUNDIAL STREET REZONING, 1<sup>ST</sup> READING.

**XI. DELEGATE AND STAFF REPORTS**

- 1 **DELEGATIONS.** In accordance with the City Council's rules and procedures, residents or tax-collectors of the City (upon any subject of general or public interest), City employees (regarding his/her employment), and water and sewer customers (on matters related to the City's water and/or sewer system), may address the City Council under Delegations on items not on the printed agenda by filling out a speaker card. Speaker cards are located inside the Council meeting room and should be provided to the City Clerk. Please observe the time limit of three (3) minutes while speaking under Delegations. Delegations shall be limited to thirty (30) minutes unless extended by the Chair.
- 2 **ATTORNEY REPORT.**
- 3 **CITY MANAGER REPORT.**
- 4 **COUNCIL COMMENTS.**
- 5 **ADJOURN.**

PAUL CASTO   X    
 PHIL CHESTER   X    
 GEOFF MCCONNELL   X    
 HECTOR SOLIS   X    
 MIKE THOMAS   X  

PAUL CASTO   X    
 PHIL CHESTER   X    
 GEOFF MCCONNELL   X    
 HECTOR SOLIS   X    
 MIKE THOMAS   X  

I certify that the Council members listed above have been contacted and given the opportunity to include items on this agenda.

*[Signature]*  
 \_\_\_\_\_  
 City Clerk                      Date      9-17-18

I certify that the Council members listed above have been contacted and made aware of the items on this agenda.

*[Signature]*  
 \_\_\_\_\_  
 City Clerk                      Date      9-17-18

**IN AN EFFORT TO CONDUCT YOUR COUNCIL MEETINGS IN AN ORDERLY AND EXPEDIENT MANNER, WE RESPECTFULLY REQUEST THAT YOU WAIT UNTIL THE CHAIR RECOGNIZES YOU TO SPEAK, THEN COME TO THE PODIUM AND STATE YOUR NAME AND ADDRESS FOR THE RECORD.**

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**E-mailed to interested parties and posted on the website on: 9/11/18, 2 P.M.**

**NOTE; COPIES OF THE AGENDA ITEMS ARE POSTED ON THE CITY'S WEBSITE [WWW.PCBGOV.COM](http://WWW.PCBGOV.COM) . THIS MEETING WILL BE LIVE-STREAMED ON THE CITY WEBSITE AND CITY FACEBOOK PAGE "CITY OF PANAMA CITY BEACH-GOVERNMENT".**

**NOTE: ONE OR MORE MEMBERS OF OTHER CITY BOARDS MAY ATTEND AND SPEAK AT THIS MEETING.**

If a person decides to appeal any decision made by the City Council with respect to any matter considered at the meeting, if an appeal is available, such person will need a record of the proceeding, and such person may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is based. Sec. 286.0105, FS (1995)

The Special Meeting of the City Council of the City of Panama City Beach, Florida, and when permitted or required by the subject matter, the Panama City Beach Community Redevelopment Agency, regarding the General Fund Budget Workshop held on August 23, 2018.

ROLL  
MAYOR MIKE THOMAS

COUNCILORS:  
PAUL CASTO  
PHIL CHESTER  
GEOFF MCCONNELL  
HECTOR SOLIS

CITY MANAGER:  
MARIO GISBERT  
CITY CLERK:  
JO SMITH  
CITY ATTORNEY:  
AMY MYERS

Mayor Thomas called the Special Meeting/Budget Workshop to order at 10:40 A.M. with all Council members, City Manager, City Clerk and City Attorney present.

Councilman Casto gave the invocation and led the Pledge of Allegiance.

#### **ITEM 1 PUBLIC HEARING FOR THE GENERAL FUND**

Ms. White began with a broad overview with Department Head available to answer any questions about operations. She added a new spreadsheet which summarized by Department the major changes from the Amended Budget to the Proposed Budget, such as the new City Hall building and the new Fire Station. She said the City expected an increase in Personal Services of slightly over One Million Dollars for the salaries and benefits for the additional people approved at the last Workshop and the 2% across the board COLA for all existing employees. For Operations, all Departments were basically flat with the exception of the Street Department and Ms. White explained the timing issue for resurfacing projects. For capital outlay, the budget increased by \$16.6 Million Dollars for the new City Hall, the new Fire Station, new lights at Frank Brown Park and the Bay Parkway extension. Ms. White said Staff did not expect all construction to occur in FY19 and would probably roll over into FY20, but the entire cost was noted this year because the contracts could not be let unless fully funded. She added that funds would come from the Bay County Interlocal Agreement and some grants but those funds would not be received until FY20 to FY21.

Councilman Casto asked if the City was fronting the entire cost of the Bay Parkway Extension. Ms. White replied affirmatively and that the Half Cent Sales Tax money was being used for some and the balance from Reserves. Mayor Thomas said it was supposed to be received from the Half-Cent within two years. Ms. White confirmed when the funds were received from the Half-Cent Sales Tax, they would go back into the Reserves.

Beginning with the General Fund Revenue, she said she had updated the data since the last Workshop. One significant difference was the FDOT grant for the extension of Gayle's Trails near Arnold High School, Nine Hundred Four Thousand Dollars (\$904,000) and the City was just now receiving the reimbursements. The other line items had not changed significantly since the last meeting, all increasing a little. She noted the ten (10) accounts which represented approximately 87% of the City's total FY19 budget. Revenue increased \$4.8 Million Dollars in the proposed FY19 Budget primarily due to the Fire Assessment and the FDOT grant. She continued that the increases planned for revenue were fairly conservative, 2%, and with that, the City was able to budget all projects that the Department Heads had requested.

Ms. White explained the various Restricted Funds Reserves. She said the Fire Impact Fees would be used for the new Fire Station. The Recreation Impact Fees would remain a significant amount after doing some projects next year. The Library Impact Fees would be used to continue reimbursing the General Fund Reserves for the construction of the building at Lyndell. The Protection Fund was insignificant, required by the LDC to replace trees. The Half Cent Sales tax money would be used as received and to date, only used for the approved Engineering Task order for Bay Parkway. To date, the City had received \$1.1 Million Dollars for only for about seven months. She said the funds were allocated for the Bay Parkway but the Council would have to direct the funds to be used when the construction contract was let.



Mayor Thomas explained that the City streets were in good shape in comparison to the other cities, and the City did not need to spend the Half Cent Sales Tax for them. By the City committing the Half Cent Sales Tax to the Bay Parkway Extension, the County was also able to commit some of their funds to the Parkway. In response to Councilman Casto's question on construction, Mr. Gisbert said it would hopefully begin in Spring. Councilman Casto and Councilman McConnell urged acceleration in engineering to get the construction out to bid. Mr. Gisbert said the project was also in partnership with FDOT and the construction with FDOT standards so in future, FDOT could take over the road. Councilman Solis said he had spoken only yesterday with the TPO about that issue as well as the expansion of 98 and the SIS corridor which would help the traffic congestion.

Ms. White said Staff anticipated by the end of FY19, there should be \$1.6 Million Dollars in the Restricted Funds and most would be the Recreation Impact Fees. The spreadsheet also listed some of the expected expenditures, with all Half Cent Sales Tax funds used for the Parkway, and some Recreation Impact Fees used for upgraded lights.

For the Recreation Impact Fees, only 46% could be used toward the new lights at Frank Brown Park. Mr. Gisbert said the consultant had confirmed some Impact Fees could be used when the City upgraded to LEDs. Councilman Casto suggested the TDC might contribute some money since they were using the softball fields. He asked the Mayor and Councilman Chester to approach the TDC since they were on the TDC Board.

Councilman Solis suggested some of the Recreation Impact Fees be used to create one or two small pop-up parks close to neighborhoods. He mentioned the increased numbers of sex offenders moving onto the Front Beach Road corridor and by having additional parks, it would increase the prohibited areas and make the City safer. He spoke of the numbers of kids in the high rises which would be protected. He also suggested research whether the distances could be greater due to our type city. He suggested a splash pad near Aaron Bessant Park and a bigger pavilion at Frank Brown Park. Councilman McConnell said one of the biggest complaints he received was the lack of shade for the Frank Brown Park playgrounds. Councilman Casto said he received the same complaints. Ms. White said if it was a big enough structure to qualify as a capital expense, some of the costs could be paid by Impact Fees after research.

For the remainder of the Reserves, Ms. White said some funds were set aside for the accrued compensated absences for the DROP employees and the increased road maintenance. She explained the projects not yet approved by Council but money being set aside although not restricted. Ms. White gave the example of the County's 800 Mhz system with the City's estimated portion being \$1.4 Million Dollars. She said One Million Dollars had been set aside for an internal road in Frank Brown Park and the entrance and traffic signal. Mr. Ponek also gave her a list of future projects at the Park totaling \$1.2 Million Dollars with one third being set aside each year. Ms. Jenkins gave her a list of potential sidewalk projects on four roads totaling \$1.6 Million Dollars with half set aside this year and the balance coming from grants. She said it was up to the Council but these funds were merely earmarked for future projects.

Councilman Solis said he thought the grant work by Ms. Jenkins and Ms. Younce should cover the sidewalks. He spoke of the WFRPC's TAP program that would give an overall view of the City and how much the sidewalks would cost. He suggested a cost analysis for some of the sidewalks using that set aside money and have them ready to apply for TAP grant funds. Ms. White said some funds were already set aside in the Street Department specifically for that purpose. Mayor Thomas mentioned St. Joe looking east of Pier Park as well as the Bennetts and the concurrency money which would upgrade sidewalks on Hills Road. Councilman McConnell mentioned community input and if the residents had a petition for a particular neighborhood sidewalk. Mr. Gisbert said the County had a program specifically for assessments for any neighborhood that wanted sidewalks. Discussion ensued concerning neighborhoods wanting sidewalks but the residents not wanting them on their side of the street. Councilman McConnell said he would like a process for the neighborhood to get a consensus of the residents whether the sidewalks were wanted. Councilman Casto explained how the sidewalks in Open Sands were not installed because although the residents wanted sidewalks, they did not want them on their side of the street. He said sidewalks in the Glades would be challenging because of the open ditches whereas Open Sands had smaller lots and residents did not want to give up their front yards.

Councilman Solis asked about the Alf Coleman property that was sitting unused and the status of the RFQ to get the property leased out to recover funds. He said it was for the CRA but until needed, it could possibly be used again for boat and RV storage. For Frank Brown Park, he thought it was time to do something with the front parcel, such as a plaza with a long lease which would provide funds. He mentioned extending the deck near the Russell-Fields Pier. Councilman Casto said he liked all those ideas for more ways to generate revenue to pay for those new positions next year. He also suggested charging for parking at Frank Brown Park. Councilman Solis said that was a great idea and something the Recreation Board could discuss.

Ms. White said One Million Dollars was set aside for R&R for major repairs and upkeep. She said it was imperative to start setting aside the funds now because of the new buildings. The balance was \$5.4 Million Dollars which Ms. White said she would like to keep approximately 25% operating expenses.

For the individual Departments, for Legislative, the figures changed very little.

For Administration, no new positions were added at City Hall, the PIO position was for a full year, and a long-term employee was leaving next year and the funds were there for the Sick Leave payout. She said the entire construction cost for the new building was included this year but if not completed, some costs would move forward to FY20.

For Legal, she left the figures flat but a lot was out of our control because it depended upon what was needed.

For the Comp Plan, this Department changed the least with no new people and operating expenses up and down due to timing issues. She said she budgeted a full year for the GIS person shared with the County, and then afterwards, the County would bill the City for actual use.

For the Police Department, there was a 9% increase in Personnel, four Patrol, one Comm Room and one Beach & Surf. She said everything had been left status quo for the moving of the lifeguards and Beach & Surf until after the first of the year. She said the City Manager would discuss with the Council members individually and then shift funds at that time. For Operating, those were the normal increased expenses when adding personnel. For machinery & equipment, that was the normal rotation of the vehicles, five years for patrol cars and seven years for admin cars. Ms. White added that the Department was asking for a small substation at Churchwell for One Hundred Thirty-Five Thousand Dollars (\$135,000) and some would be funded by Impact Fees. Mr. Gisbert elaborated on its size and location. Mayor Thomas asked if the motorhome could be used at that location and Chief Whitman stated that he needed a permanent building with a restroom, break area and interview area. Councilman Solis asked about bicycle officers being utilized from that substation, and Chief Whitman replied that he has done so in the past depending upon manpower. Councilman Solis said he had no opposition to the request. Councilman McConnell asked if it could be a portable building and Mr. Gisbert said a portable pod may be used. Councilman Chester mentioned security for a pod. There were no objections.

For the Fire Department, there were nine (9) new Firefighters but not for the entire year. Plans were to begin staffing in January or February so that when the new station was completed, trained Firefighters would be ready. She explained salaries would increase but not as much as anticipated because of the Sick Leave payout in FY18 and new personnel would only be paid for a portion of the year. For operations, it was virtually the same since the Department had already started to purchase items for the new Firefighters in FY18. For capital outlay, two large items were the new Fire Station and the Eight Hundred Thirty Thousand Dollars (\$830,000) for a new fire engine.

For the Building Department, Ms. White continued that there was not a lot of change with no new personnel. In fact, personnel expenses went down because one retiree was not replaced. Operations were flat, no capital outlay, and contractual services with Bay County inspections may have to be revisited if more building occurred next year.

For the Street Department, there were no additional employees. FY18 rose due to Sick Leave payouts and personnel for FY19 was down even with the COLA. For operations, the significant change was the resurfacing timing which had already been discussed. She also identified the Twenty-Six Thousand Dollar (\$26,000) line item which was earmarked for the sidewalk studies mentioned by Councilman Solis. For capital outlay, the Bay Parkway Extension was included.

For the Library, the only difference was the increase requested at the last Workshop which was approved.

For Recreation, Mr. Ponek had more personnel so the COLA had more of a noticeable effect. Two (2) new maintenance people were being added as discussed at the last Workshop, and some part-time positions were being eliminated due to the new full-time positions. Operations were basically flat. For capital outlay, these were the proposed light upgrades at the soccer fields and South Complex. Mr. Ponek also planned One Hundred Thousand Dollars (\$100,000) for upgrades at the Miracle League field. There was also an estimate for the Greenways and Trails construction costs and most of those costs would be recovered from the grant and the balance from Impact Fees.

Ms. White asked if there were any questions. There were none.

Mayor Thomas asked about scheduling the next meeting. Ms. White said one more Workshop was needed for the Utility Fund. Mr. Gisbert suggested 4:00 P.M. prior to the September 13<sup>th</sup> 6 P.M. meeting. There were no objections.

The meeting was adjourned at 11:40 A.M.

READ AND APPROVED this 13<sup>th</sup> of September, 2018.

**IN THE EVENT OF A CONFLICT BETWEEN THE FOREGOING MINUTES AND A VERBATIM TRANSCRIPT OF THESE MINUTES, THE FOREGOING MINUTES SHALL CONTROL.**

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

The Regular Meeting of the City Council of the City of Panama City Beach, Florida, and when permitted or required by the subject matter, the Panama City Beach Community Redevelopment Agency, held on August 23, 2018.

ROLL  
MAYOR MIKE THOMAS

COUNCILORS:  
PAUL CASTO  
PHIL CHESTER  
GEOFF MCCONNELL  
HECTOR SOLIS

CITY MANAGER:  
MARIO GISBERT  
CITY CLERK:  
JO SMITH  
CITY ATTORNEY:  
AMY MYERS

Mayor Thomas called the Regular Meeting to order at 9 A.M. with all Council members, City Manager, City Clerk and City Attorney present.

Councilman Casto gave the invocation and led the Pledge of Allegiance.

Mayor Thomas announced the upcoming Community Events.

The Minutes of the Special Meeting/Budget Workshop of July 26 and the Regular Meeting of August 9, 2018 were read. **Councilman McConnell made the motion to approve the Minutes as written. Second was by Councilman Solis and the motion passed by unanimous roll call vote recorded as follows:**

Councilman Casto	Aye
Councilman Chester	Aye
Councilman McConnell	Aye
Councilman Solis	Aye
Mayor Thomas	Aye

Mayor Thomas asked if there were any additions or deletions to the Agenda. There were none. **Councilman Chester made the motion to approve the Agenda as prepared. Second was by Councilman Casto and the motion passed by unanimous roll call vote recorded as follows:**

Councilman Casto	Aye
Councilman Chester	Aye
Councilman McConnell	Aye
Councilman Solis	Aye
Mayor Thomas	Aye

#### **PRESENTATIONS**

**1 EMPLOYEE RECOGNITION FOR RETIREMENT AT 30+ YEARS OF SERVICE.** Councilman Casto welcomed Chief Whitman and Ms. Linda Humphreys to the podium, congratulated her on her impending retirement and presented her with a key to the City. Chief Whitman also congratulated Ms. Humphreys and stated she would be hard to replace and certainly missed. The audience applauded.

**2 PROPOSED WATER AND WASTEWATER UTILITY IMPACT FEE STUDY PRESENTATION-PRMG.** Mr. Henry Thomas, Vice President of Public Resources Management Group (PRMG), presented the Water and Wastewater Utility Impact Fee Study. He said an Impact Fee Study had been updated in 2007 but the Council at that time chose not to implement the increases due to the economy. He explained how the rates were calculated and that the funds could not be used for operating costs or repairs. Mr. Thomas stated that the proposed Water Impact Fee would be Five Hundred Fifty-Seven Dollars (\$557) per ERC, 6% below the current Fee of Five Hundred Ninety-Five Dollars (\$595) per ERC. The total proposed Wastewater Impact Fee would be Two Thousand, Nine Hundred Eight-Nine Dollars (\$2,989) per ERC, compared to the current Fee of One Thousand Six Hundred Thirty Dollars (\$1,630) per ERC. He explained the reasons for the large increase and reminded that the rates had not been increased since 2000. He recommended the Study be prepared at least every five years or sooner.



Mr. Shortt added that this Study did not include the new wastewater treatment plant site nor construction of the facility. He said once a firm window for construction was planned, he would recommend the Impact Fee Study be redone to incorporate the new costs into the calculations. Mr. Gisbert said this Study was prepared almost a year ago and refreshed recently due to increased construction costs. Mr. Thomas agreed those construction costs were incorporated into this report.

Councilman McConnell agreed that the Study must be redone to include the new wastewater facility when ready. Councilman Casto asked about the timing for these new rates as it needed to be implemented quickly. Ms. Myers said the Council would be presented an Ordinance for 1<sup>st</sup> Reading on September 13<sup>th</sup> and Public Hearing and adoption at the September 27, 2018 meeting. She added that there would be a 90 day grace period after adoption. Councilman Chester asked the dates of the studies, and Mr. Gisbert said the current rates were based on a study from 1999. Councilman Chester asked Mr. Gisbert to calculate how much money the City lost with outdated Impact Fees. Mayor Thomas thanked Mr. Thomas for the presentation.

**3 CRA SEGMENT 2 CONSTRUCTION UPDATE.** Ms. Jenkins presented the CRA Segment 2 construction update with a slide presentation. She said much of the work so far was underground with this 1.3 mile segment one of the oldest areas of the beach. To date, 15 Change Orders had been issued, representing only 2.8% of overall cost, bringing the total contract amount for GAC to \$14.6 Million Dollars. The Gulf Power Undergrounding contract would bring the total to \$16.8 Million Dollars. Ms. Jenkins displayed current photos and explained there were thirty (30) linear miles of new conduit encased by concrete, and Mr. Gisbert added that the expansion capability was included within the system. Ms. Jenkins said the water system was complete and wastewater almost complete, over 95%. Mr. Gisbert explained the coordination with Gulf Power and the redundancy as the old aboveground lines could not be removed until all underground was installed, tested and active.

Councilman Solis complimented Staff on the small amount of Change Orders, only 2.8%, compared to the total contract price. He urged Staff to stay on top of the work and complete the project as quickly as possible.

Councilman McConnell said he was impressed with 30 linear miles of conduit in only 1.3 miles of Segment. He said it had been a good visual. Councilman Casto agreed that it was a good presentation and asked if the project should be completed by Spring and Ms. Jenkins replied affirmatively.

#### **PUBLIC COMMENTS (REGULAR NON-PUBLIC HEARINGS AND CONSENT ITEMS)**

Mayor Thomas opened the Public Comments section of the meeting at 9:40 A.M. and invited comments.

1 Mr. Tom Klomps, 614 Poinsetta Ct. Mr. Klomps spoke of the prepared Minutes not including all comments by the public and requested the Minutes be amended.

2 Mr. Tod Ingram, 12202 Hutchison Blvd. Mr. Ingram asked if the CRA presentation and the Impact Fee Study were available to the public.

With nothing further, the Public Comments were closed at 9:44 A.M. Mayor Thomas offered Mr. Ingram his copies of the CRA and Impact Fee Study presentations.

#### **CONSENT AGENDA**

Ms. Smith read the Consent Agenda Items by title.

**1 RESOLUTION 18-129, "PANAMA CITY BEACH MARATHON" ROAD USAGE.** *"A Resolution of the City of Panama City Beach, Florida, related to the "Panama City Beach Marathon"; authorizing extraordinary traffic control on portions of Front Beach Road, South Thomas Drive, Thomas Drive and Surf Drive on Saturday, December 1, 2018 for the Event."*

**2 RESOLUTION 18-130, "PIRATES OF THE HIGH SEAS FESTIVAL" ROAD CLOSURES.** *"A Resolution of the City of Panama City Beach related to the "Pirates of the High Seas Festival"; authorizing closure of portions of L.C. Hilton Jr. Drive, Sea Monkey Way, Longboard Way, and Pier Park Drive on October 5 and 6, 2018, for the Event; and authorizing closure of a portion of Powell Adams Road and the temporary usage of a portion of Front Beach Road on October 6 to permit the Event's Parade."*

**3 RESOLUTION 18-132, MASTER SERVICE AGREEMENT WITH MOTT MACDONALD FLORIDA, LLC, FOR PROFESSIONAL UTILITY ENGINEERING SERVICES, GENERAL WATER, SEWER AND RECLAIMED UTILITY FACILITIES.** "A Resolution of the City of Panama City Beach, Florida, approving a Master Services Agreement with Mott MacDonald Florida, LLC, for professional utility engineering services related to the City's Water, Sewer, and Reclaimed Utility Facilities."

**4 "NATIONAL DAYS OF PRAYER AND REMEMBRANCE" AND "PATRIOT DAY" PROCLAMATION.** "A Proclamation designating September 7-9, 2018 as "National Days of Prayer and Remembrance" and September 11, 2018 as "Patriot Day" in Panama City Beach and requesting the citizens to display the flag at half-staff from their homes and businesses that day.

Councilman Casto made the motion to approve the Consent Agenda. Second was by Councilman Chester and the motion passed by unanimous roll call vote recorded as follows:

Councilman Casto	Aye
Councilman Chester	Aye
Councilman McConnell	Aye
Councilman Solis	Aye
Mayor Thomas	Aye

#### REGULAR AGENDA

**ITEM 1 ORDINANCE 1470, MORATORIUM ON ACCEPTING APPLICATIONS FOR HEIGHT INCENTIVES, 2<sup>ND</sup> READING, PUBLIC HEARING AND ADOPTION.** Ms. Myers read Ordinance 1470 by title. She said a Public Hearing had been held at the First Reading and the Planning Board gave an informal recommendation of approval at their last meeting. The Mayor opened the Public Hearing at 9:45 A.M.

1 Mr. Rick Ramos, 222 Summer Breeze. Mr. Ramos asked the Council not to approve any height incentives and gave his reasons. He said the City Council had denied a height incentive for a house and urged the Council to deny big business any height incentives.

2 Ms. Genese Hatcher, 203 South Wells. Ms. Hatcher asked the Council to consider increasing maximum building heights in certain zoning categories to allow for higher ceilings in three-story dwellings.

There were no further comments. Mayor Thomas closed the Public Hearing at 9:53 A.M. Mr. Leonard said this item only involved the moratorium on height incentives, not ceiling heights. Councilman Solis asked Mr. Leonard if higher ceilings were allowed as long as the height of the home was Thirty-Five Feet (35'). Mr. Leonard replied affirmatively. **Councilman McConnell made the motion to approve Ordinance 1470. Second was by Councilman Solis and the motion passed by unanimous roll call vote recorded as follows:**

Councilman Casto	Aye
Councilman Chester	Aye
Councilman McConnell	Aye
Councilman Solis	Aye
Mayor Thomas	Aye

**ITEM 2 SET DATE(S) FOR SIX HEIGHT INCENTIVES HEARINGS.** Mr. Gisbert asked the Council members if they would consider the Hearings after the September 27 meeting to allow time for advertising and notices. In response to the question of timing by Councilman Solis, Mr. Gisbert said it could be advertised at 10:00 A.M. and occur at the conclusion of the regular meeting, the same as previous Workshops. There were no objections to the date and time. Mayor Thomas said there was a slight possibility he might not be at the Council meetings that day.

**ITEM 3 ORDINANCE 1471, PARKS & RECREATION BOARD MEMBERSHIP, 1<sup>ST</sup> READING.** Ms. Myers read Ordinance 1471 by title and explained this Ordinance was in response to the discussion held at the last Council meeting. Mayor Thomas said for the last two years, when asking questions about who attended events at the Park, City Staff was unable to supply that information. He said he felt the TDC would have that information which would be helpful.

Councilman Chester made the motion to approve Ordinance 1471. Second was by Councilman Casto and the motion passed by unanimous roll call vote recorded as follows:

Councilman Casto	Aye
Councilman Chester	Aye
Councilman McConnell	Aye
Councilman Solis	Aye
Mayor Thomas	Aye

**ITEM 4 STREET DEPARTMENT BOOM TRUCK JOB DESCRIPTIONS.** Mr. Gisbert said these job descriptions were not for additional employees but rather updating the current job descriptions for specific tasks and CDL requirements. Councilman McConnell asked if this change would escalate labor costs for the employees, and Mr. Gisbert replied negatively, that it was consistent with the pay plan. Councilman Casto confirmed that this action was not creating additional positions within the City. Councilman McConnell made the motion to approve the Boom Truck job descriptions. Second was by Councilman Casto and the motion passed by unanimous roll call vote recorded as follows:

Councilman Casto	Aye
Councilman Chester	Aye
Councilman McConnell	Aye
Councilman Solis	Aye
Mayor Thomas	Aye

**ITEM 5\* RESOLUTION 18-133, CRA SEGMENT 3/SR 79 PROPERTY ACQUISITION OFFERS.** This item with an asterisk is one in which the City Council was also acting as the Panama City Beach Community Redevelopment Agency and voting as both. Ms. Myers read Resolution 18-133 by title and explained the offers for two parcels and three parties. The Mayor called for questions. Councilman Casto asked what would occur with the old Pizza Hut site being a brownsite. Ms. Jenkins said Staff had examined both locations and both had contaminations from the 1980's. She said the contaminants were not significant and elaborated with more concern for the existing Chevron site. Councilman McConnell asked if the purchase prices were within budget and Ms. Jenkins replied affirmatively. Mr. Gisbert added that additional funds were available to address any contaminant issues if found. Councilman Solis mentioned the new manner for handling stormwater meant savings by not having to purchase additional land. Councilman Casto made the motion to approve Resolution 18-133. Second was by Councilman Chester and the motion passed by unanimous roll call vote recorded as follows:

Councilman Casto	Aye
Councilman Chester	Aye
Councilman McConnell	Aye
Councilman Solis	Aye
Mayor Thomas	Aye

#### DELEGATIONS

Mayor Thomas explained the Delegations period and opened this portion of the meeting at 10:02 A.M.

1 Mr. Burnie Thompson, 17292 Front Beach Road. Mr. Thompson commented about the draft Minutes and the advertised Planner position. He asked that the person chosen for Planner have the required degree and hiring based on merit, not preferential treatment.

2 Mr. Frank Sewell, Hidden Pines neighborhood. Mr. Sewell questioned if hotels paid a lower sewer rate than homeowners and if the new impact fees would apply if a home was upgraded more than 51%.

3 Ms. Cherie Crim, 17680 Front Beach Road. Ms. Crim commented about the Mayor's remarks at the July budget workshop, the other Council members talking down to the citizens, and asked the Mayor to resign and the other Councilors to resign or change.

4 Ms. Genese Hatcher, S Wells St. Ms. Hatcher mentioned the Sunshine Law and things deleted from the Minutes.

5 Ms. Judy Thorndyke, 102 Sandollar Drive. Ms. Thorndyke said the additional 25% charge for water for the people in unincorporated Bay County was unfair and asked for everyone to pay the same amount.

6



With no further comments, the Delegations portion of the meeting was closed at 10:14 A.M.

Mayor Thomas said there was a higher water rate for those locations outside of City limits and had been that way since the 1960's. Ms. Myers said they were authorized by law and in the Bay County franchise agreement. Regarding water rates for hotels, they paid the same rate. Ms. Myers said regarding the Minutes, they were a summary of the items discussed and actions taken during the meeting and the Sunshine Law did not require a transcript of the meeting. Councilman McConnell said the videos had the exact comments which pertained to the Sunshine Law. Councilman Chester addressed the comments of Mr. Thompson, and that Mrs. Chester had been employed by the City for over ten years and should not be punished nor discriminated against merely because he was on the City Council. He asked Mr. Leonard to confirm that, under the job description, experience could substitute for the degree. Mr. Leonard said equivalent work experience could replace the required degree and that she would still go through the Civil Service Board process.

Councilman Solis said condominiums paid the same water rates as residences. He said that many units paid the minimum fee even with the unit empty. Regarding the additional 25% fees to the locations outside of City limits, there were additional costs to provide the extended services.

Mr. Gisbert said the Impact Fees would not apply if the same facilities were being replaced, only if additional services were added. Mr. Shortt explained that the water rates were the same, whether a hotel, condo or home. However, for a hotel, the base rate was slightly lower because typically, the hotel room did not have a kitchen or washroom.

Councilman Chester asked about Thomas Drive. Mr. Shortt said the County was waiting on the City to complete moving the utilities before starting construction.

#### ATTORNEY REPORT

Ms. Myers had no report.

#### CITY MANAGER REPORT

Mr. Gisbert reported the various job opportunities posted on the City website. He also distributed pie charts of the taxable values of the cities and the County. He explained the figures with the majority of income coming from the island for the surrounding areas. He also distributed a construction schedule for the City Hall building.

#### COUNCIL COMMENTS

Councilman Solis and Councilman Casto had no comments. Councilman McConnell suggested amending the Land Development Code so that all future land use changes come to the City Council for approval, and he asked for Council comments. Ms. Myers responded that the Planning Board had final approval for various items. Councilman Solis asked for further discussion to determine the implications for the changes. Councilman Casto said he would look at the issue.

Councilman McConnell announced a Town Hall meeting September 11<sup>th</sup> at 5:30 P.M. about the height incentive process. However, no discussion could occur about the issues to be heard at the September 27<sup>th</sup> Quasi-Judicial Hearing. He said Ms. Myers and Mr. Leonard would attend and this would be the opportunity to collect ideas. Mr. Gisbert said Staff had met one on one with the Council to discuss removing incentives and Staff was preparing an amendment to the LDC and reminded that the moratorium was in place for accepting any new applications. Councilman McConnell invited everyone to the 9/11 Stair Climb on September 8<sup>th</sup>.

The meeting was adjourned at 10:30 A.M.

READ AND APPROVED this 13<sup>th</sup> of September, 2018.

**IN THE EVENT OF A CONFLICT BETWEEN THE FOREGOING MINUTES AND A VERBATIM TRANSCRIPT OF THESE MINUTES, THE FOREGOING MINUTES SHALL CONTROL.**

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



# PRESENTATIONS

## ITEM 1

CITY OF PANAMA CITY BEACH

# CIVIC ACHIEVEMENT AWARD

*Be It Known That*

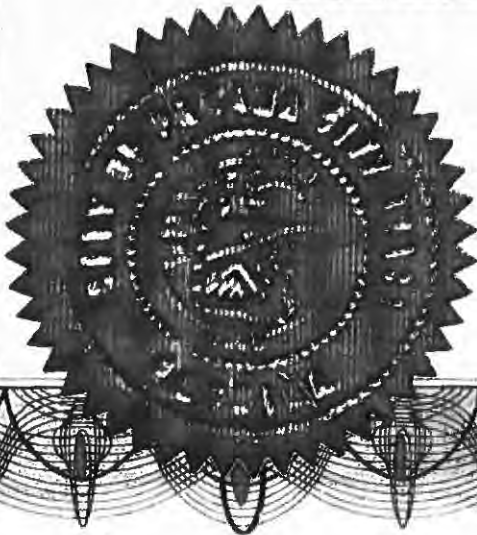
**Lorelei Aultman**

**HAS GIVEN EXCEPTIONAL SERVICE**

**TO THE BOYS AND GIRLS CLUB  
OF PANAMA CITY BEACH**

For the responsibility assumed, for the unselfish service rendered her community and its citizens in discharging the duties of good citizenship, this token of CIVIC ACHIEVEMENT is hereby awarded.

**Presented this 13<sup>th</sup> of September, 2018**



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**MAYOR MIKE THOMAS**

# PRESENTATIONS

## ITEM 2



# ~Proclamation~

A PROCLAMATION PAYING TRIBUTE  
TO BEACH CARE SERVICES AND STAFF  
BY PROCLAIMING  
SEPTEMBER 2018  
AS  
"BEACH CARE SERVICES MONTH"


- WHEREAS, founded in 1999, the mission of Beach Care Services is to provide short-term emergency assistance to the needy people on the Beach; and
- WHEREAS, Beach Care Services refer clients to other social service agencies in Bay County when their specialized needs require long-term assistance; and
- WHEREAS, Beach Care Services has the slogan "Locals Helping Locals" and help the needy via rent assistance, utility payments, transportation, and prescriptions; and
- WHEREAS, Beach Care Services is totally staffed by volunteers and supported by donations from the community; and
- WHEREAS, Beach Care Services also acts as a referral service for hundreds of people every year to other social service agencies for food, clothing, household items, medical/mental care, employment services, rehabilitation services, and many other short-term needs; and
- WHEREAS, in 2017, Beach Care Services assisted over 700 clients, half being given assistance for utilities; and
- WHEREAS, Beach Care Services work to keep families intact, many clients being a payday or so away from being homeless; and


NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Panama City Beach does hereby proudly proclaim the month of September 2018 as

## "BEACH CARE SERVICES MONTH"


in the City of Panama City Beach, to honor the volunteers for their tireless efforts to help the needy in our own community.


  
\_\_\_\_\_  
Mayor Mike Thomas

  
\_\_\_\_\_  
Councilman Paul Casto  
Ward 1

  
\_\_\_\_\_  
Councilman Geoff  
McConnell



  
\_\_\_\_\_  
Vice-Mayor Phil Chester  
Ward 2

  
\_\_\_\_\_  
Councilman Hector Solis  
Ward 4

(2)



# **PRESENTATIONS**

## **ITEM 3**



# ~ Proclamation ~

## A PROCLAMATION DESIGNATING SEPTEMBER 24- SEPTEMBER 30, 2018 AS "DIAPER NEED AWARENESS WEEK"

**WHEREAS,** Diaper Need, the condition of not having a sufficient supply of clean diapers to ensure that infants and toddlers are clean, healthy and dry, can adversely affect the health and welfare of infants, toddlers and their families; and

**WHEREAS,** national surveys report that one in three mothers experience diaper need at some time while their children are less than three years of age and forty-eight percent of families delay changing a diaper to extend their supply while the average infant or toddler requires an average of fifty diaper changes per week over three years; and


**WHEREAS,** there are no government assistance programs for the purchase or provision of diapers, and a monthly supply of diapers can cost as much as 6% of a full-time minimum wage worker's salary. Therefore, obtaining a sufficient supply of diapers can cause economic hardship to families; and


**WHEREAS,** a supply of diapers is generally an eligibility requirement for infant and toddlers to participate in childcare programs and quality early education programs; and


**WHEREAS,** the citizens of Panama City Beach recognize that addressing Diaper Need can lead to economic opportunity for the State's low-income families and can lead to improved health for families and their communities; and


**WHEREAS,** the City of Panama City Beach is proud to be home to various community organizations which recognize the importance of diapers in helping provide economic stability for families and distribute diapers to poor families through various channels;

**NOW, THEREFORE,** the City Council of the Great City of Panama City Beach, does hereby proclaim September 24 through September 30, 2018 as "Diaper Need Awareness Week" in Panama City Beach and encourage the citizens of Panama City Beach to donate generously to diaper banks, diaper drives, and those organizations that distribute diapers to families in need.


  
\_\_\_\_\_  
Mayor Mike Thomas

  
\_\_\_\_\_  
Councilman Paul Casto  
Ward 1

  
\_\_\_\_\_  
Vice-Mayor Phil Chester  
Ward 2

  
\_\_\_\_\_  
Councilman Geoff  
McConnell  
Ward 3



  
\_\_\_\_\_  
Councilman Hector Solis  
Ward 4

# CONSENT ITEM 1



# CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:  
ADMINISTRATION

2. MEETING DATE:  
SEPTEMBER 13, 2018

3. REQUESTED MOTION/ACTION:  
Consideration of Resolution 18-131 to close portions of Sea Monkey Way, Longboard Way, and Pier Park Drive on Wednesday, October 31, 2018.

4. AGENDA  
PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

5. IS THIS ITEM BUDGETED (IF APPLICABLE)? Yes  No  N/A   
BUDGET AMENDMENT OR N/A  
  
DETAILED BUDGET AMENDMENT ATTACHED Yes  No  N/A

6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)  
The Mall O Ween event will be held on October 31, 2018.

The event necessitates closure of portions of Sea Monkey Way, Longboard Way and Pier Park Drive between L.C. Hilton Drive and Front Beach Road within the corporate limits of Panama City Beach.

Staff recommends approval.

CONSENT  
AGENDA ITEM # 1



RESOLUTION NO. 18-131

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA RELATED TO "MALL O WEEEN"; AUTHORIZING ROAD CLOSURES ON PORTIONS OF SEA MONKEY WAY, LONGBOARD WAY, AND PIER PARK DRIVE BETWEEN L.C. HILTON DRIVE AND FRONT BEACH ROAD ON WEDNESDAY, OCTOBER 31, 2018 FOR THE EVENT.

WHEREAS, "Mall O Ween" (the "Event") is being held on Wednesday, October 31, 2018 in Panama City Beach; and

WHEREAS, the Event necessitates careful traffic control and extraordinary usage of portions of Pier Park Drive, Sea Monkey Way and portions of Longboard Way within the corporate limits of Panama City Beach.

NOW, THEREFORE, be it resolved by the City of Panama City Beach that during the hours of 6:00 A.M. and 10:00 P.M. on Wednesday, October 31, 2018, portions of Sea Monkey Way and Long Board Way, together with a portion of Pier Park Drive between L.C. Hilton Drive and Front Beach Road, shall be closed and all vehicular traffic shall be rerouted or otherwise controlled in accordance with the attached map which accompanies this Resolution to accommodate the Event.

PASSED, APPROVED AND ADOPTED IN REGULAR SESSION THIS \_\_\_\_day of \_\_\_\_\_, 2018.

CITY OF PANAMA CITY BEACH

By: \_\_\_\_\_  
Mike Thomas, Mayor

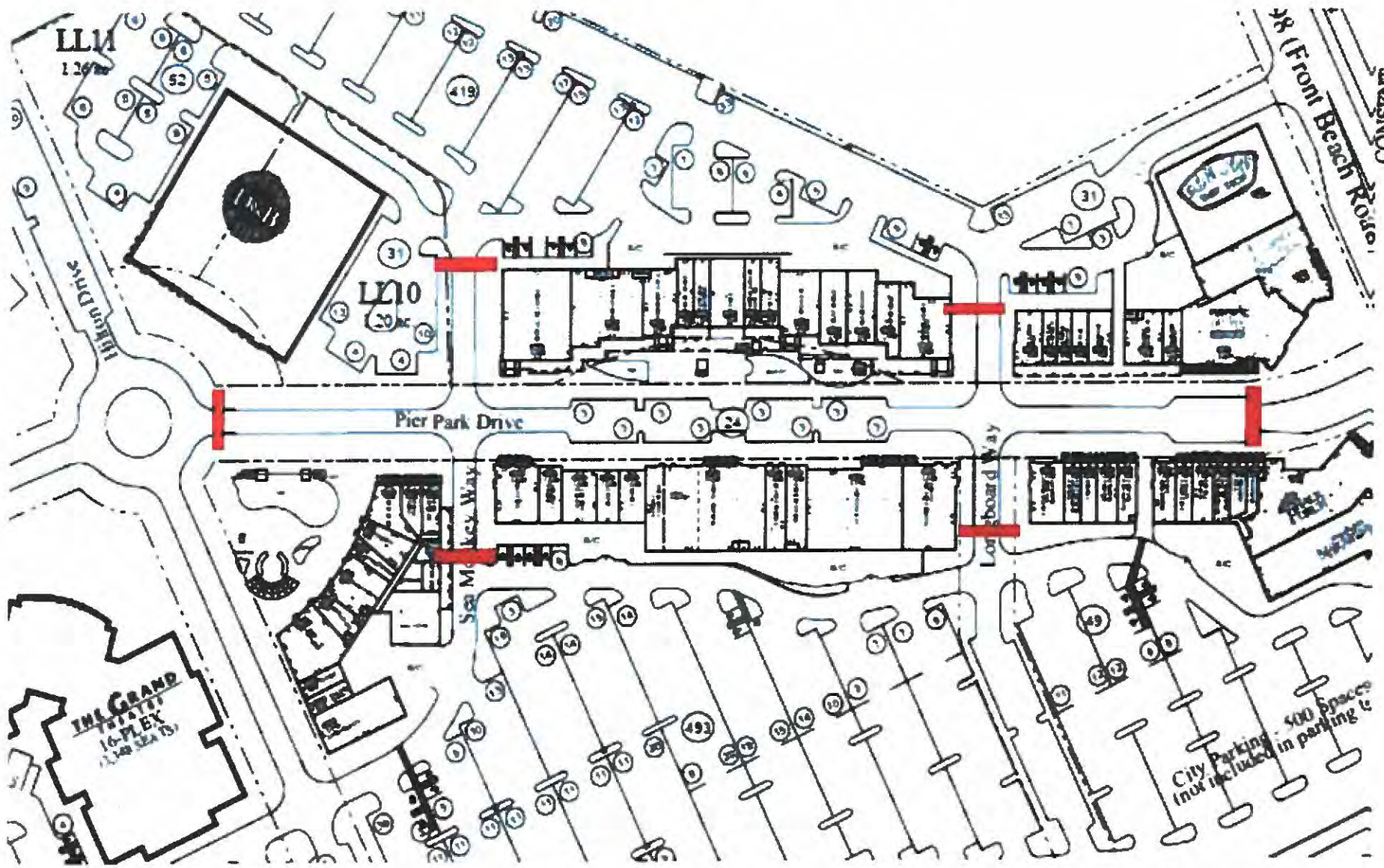
ATTEST:

\_\_\_\_\_  
Jo Smith, City Clerk

Resolution 18-131

CONSENT  
AGENDA ITEM # 1

**Mall-O-Ween Road Closure Map**  
**October 31, 2018 6:00 am - 10:00 pm**



CONSENT  
AGENDA ITEM # 1

# CONSENT ITEM 2





# CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:  
ADMINISTRATION

2. MEETING DATE:  
SEPTEMBER 13, 2018

3. REQUESTED MOTION/ACTION:

Consideration of Resolution 18-134 for careful traffic control and extraordinary usage on portions of Front Beach Road from Nautilus Street west to Powell Adams Road intersection.

4. AGENDA

PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

5. IS THIS ITEM BUDGETED (IF APPLICABLE)? Yes  No  N/A   
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED Yes  No  N/A

6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)

The Shaddai Shrine Temple Fall Ceremonial Parade will be held on Saturday, October 13, 2018.

The event necessitates careful traffic control and extraordinary usage of Front Beach Road from Nautilus Street west to Powell Adams Road.

Staff recommends approval.

CONSENT

AGENDA ITEM #



RESOLUTION 18-134

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, AUTHORIZING CAREFUL TRAFFIC CONTROL AND EXTRAORDINARY USAGE OF A PORTION OF FRONT BEACH ROAD (U.S. 98) TO PERMIT THE SHADDAI SHRINE TEMPLE FALL CEREMONIAL PARADE ON THE MORNING OF SATURDAY, OCTOBER 13, 2018; AND PROVIDING AN IMMEDIATELY EFFECTIVE DATE.

WHEREAS, the Shaddai Shrine Temple Fall Ceremonial Parade (the "Event") is scheduled to be held on Saturday, October 13, 2018 in Panama City Beach; and

WHEREAS, the Event necessitates careful traffic control and extraordinary usage of certain sections of Front Beach Road (U.S. Highway 98A) within the corporate limits of Panama City Beach.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL of Panama City Beach that during the hours of 8:00 A.M. and 11:00 A.M., on Saturday, October 13, 2018, all vehicular traffic on Nautilus Street southbound, and Front Beach Road (US Hwy 98A) from Nautilus Street west to Powell Adams Road shall be rerouted or otherwise controlled in accordance with the map which accompanies this Resolution to accommodate the Event.

PASSED, APPROVED AND ADOPTED in regular session of the Panama City Beach City Council this 13th day of September, 2018.

CITY OF PANAMA CITY BEACH

By: \_\_\_\_\_  
Mike Thomas, Mayor

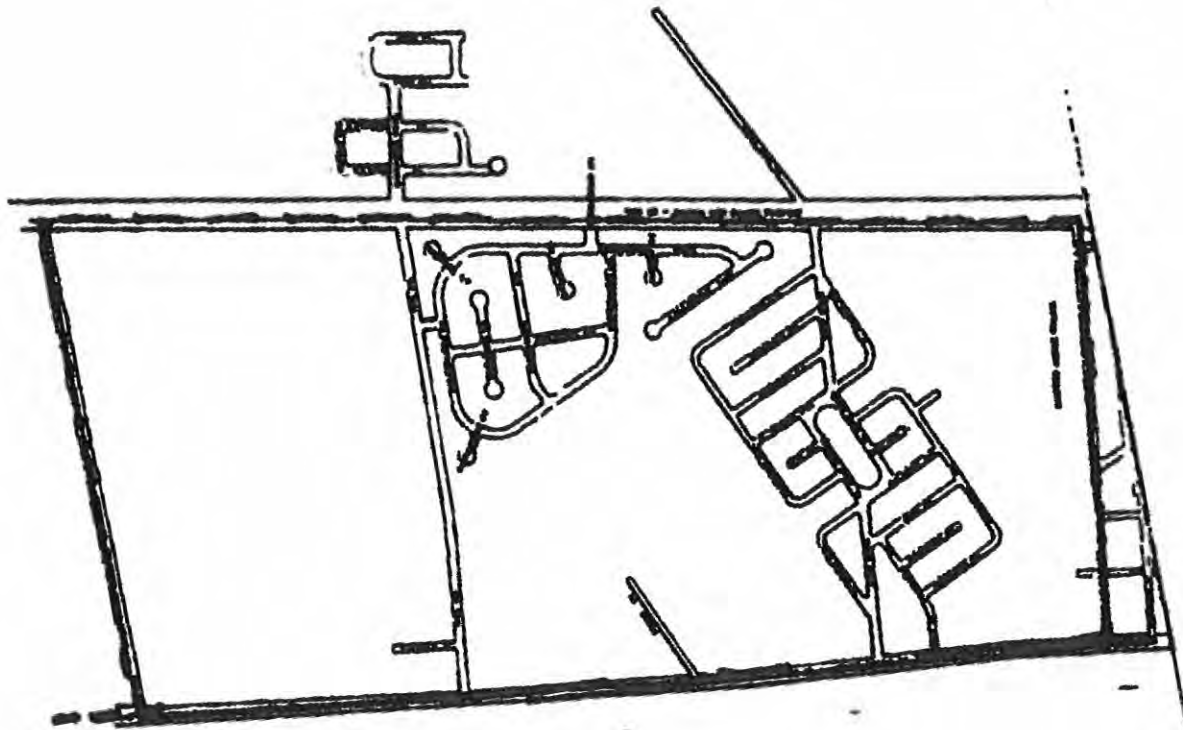
ATTEST:

\_\_\_\_\_  
Jo Smith, City Clerk

Resolution 18-134

CONSENT  
AGENDA ITEM # \_\_\_\_\_

2



--- DETOUR ROUTE  
—— PARADE ROUTE.

CONSENT  
AGENDA ITEM #

2

**Jo Smith**

---

**From:** Terry Nowaczyk <terryjohnn50@gmail.com>  
**Sent:** Saturday, August 18, 2018 10:40 AM  
**To:** Jo Smith  
**Subject:** PARADE PERMIT

GOOD MORNING MRS. SMITH

I am with the Shaddai Shriners and we were interested in having our annual fall parade on the beach. we are interested in having it on Saturday October 13th. we usually start it at 10 it shouldn't last maybe an hour.

please let me know what I need to do to get this started .

thanks

--

**TERRY NOWACZYK**

**CEREMONIAL MASTER  
SHADDAI SHRINERS**

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**TEMPORARY CLOSING OF STATE ROAD PERMIT**

Date: 8-21-18

Permit No. \_\_\_\_\_

**Governmental Entity**

Approving Local Government _____	Contact Person _____
Address _____	
Telephone _____	Email _____

**Organization Requesting Special Event**

Name of Organization <u>SHADDAI SHRINEERS</u>	Contact Person <u>TERRY</u>
Address <u>1101 W. 19TH ST PC FL</u>	
Telephone <u>850-546-2416</u>	Email <u>terry.johnson@gmail.com</u>

**Description of Special Event**

Event Title <u>CEREMONIAL PARADE</u>	Date of Event <u>10-13-18</u>
Start Time <u>10:00</u>	End Time <u>11:00</u>
Event Route (attach map) <u>NAUTILUS DOWN FRONT BEACH RD ENDING AT POWELL ADAMS RD.</u>	
Detour Route (attach map) _____	

**Law Enforcement Agency Responsible for Traffic Control**

Name of Agency _____
----------------------

**US Coast Guard Approval for Controlling Movable Bridge**

Not Applicable <input type="checkbox"/>
Copy of USCG Approval Letter Attached <input type="checkbox"/>
Bridge Location _____

The Permittee will assume all risk of and indemnify, defend and save harmless the State of Florida and the FDOT from and against any and all loss, damage, cost or expense arising in any manner on account of the exercise of this event.

The Permittee shall be responsible to maintain the portion of the state road it occupies for the duration of this event, free of litter and providing a safe environment to the public.

**Signatures of Authorization**

Event Coordinator <u>TERRY MINACZYK</u>	Signature <u>[Signature]</u>	Date <u>8-21-18</u>
Law Enforcement Name/Title _____	Signature _____	Date _____
Government Official Name/Title _____	Signature _____	Date _____

**FDOT Special Conditions**

_____ _____ _____
-------------------------

**FDOT Authorization**

Name/Title _____	Signature _____	Date _____
------------------	-----------------	------------



# CONSENT

## ITEM 3



# CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:  
ADMINISTRATION

2. MEETING DATE:  
September 13, 2018

3. REQUESTED MOTION/ACTION:  
Consideration of Resolution 18-136 to close section of roads near J.R. Arnold High School on Friday, October 5, 2018 for the Homecoming Parade.

4. AGENDA  
PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

5. IS THIS ITEM BUDGETED (IF APPLICABLE)? YES  NO  N/A   
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED YES  NO  N/A

6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)  
The J.R. Arnold High School will hold the Homecoming Parade on October 5, 2018.

The occasion necessitates closure of sections of North Alf Coleman Road, Market Street and North Richard Jackson Boulevard between 12:30 P.M. and 2:00 P.M. on October 5, 2018, within the corporate limits of Panama City Beach.

Staff recommends approval.

RESOLUTION NO. 18-136

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH AUTHORIZING THE TEMPORARY CLOSURE OF CERTAIN SECTIONS OF NORTH ALF COLEMAN ROAD, MARKET STREET, AND NORTH RICHARD JACKSON BOULEVARD TO PERMIT THE J.R. ARNOLD HIGH SCHOOL HOMECOMING PARADE ON OCTOBER 5, 2018.

WHEREAS, the J. R. Arnold High School Homecoming Parade will be held on Panama City Beach; and

WHEREAS, the Homecoming Parade has been scheduled for Friday, October 5, 2018; and

WHEREAS, the occasion necessitates careful traffic control and extraordinary usage of certain sections of North Alf Coleman Road, Market Street and North Richard Jackson Boulevard within the corporate limits of Panama City Beach;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL of Panama City Beach that, during the hours of 12:30 P.M. and 2:00 P.M., on October 5, 2018, certain sections of North Alf Coleman Road, Market Street, and North Richard Jackson Boulevard shall be temporarily closed to permit the J.R. Arnold High School Homecoming Parade, and all vehicular traffic shall be controlled in accordance with the map which accompanies this Resolution.

This Resolution shall be effective immediately upon passage.

PASSED, APPROVED AND ADOPTED in regular session of the Panama City Beach City Council this 13th day of September, 2018.

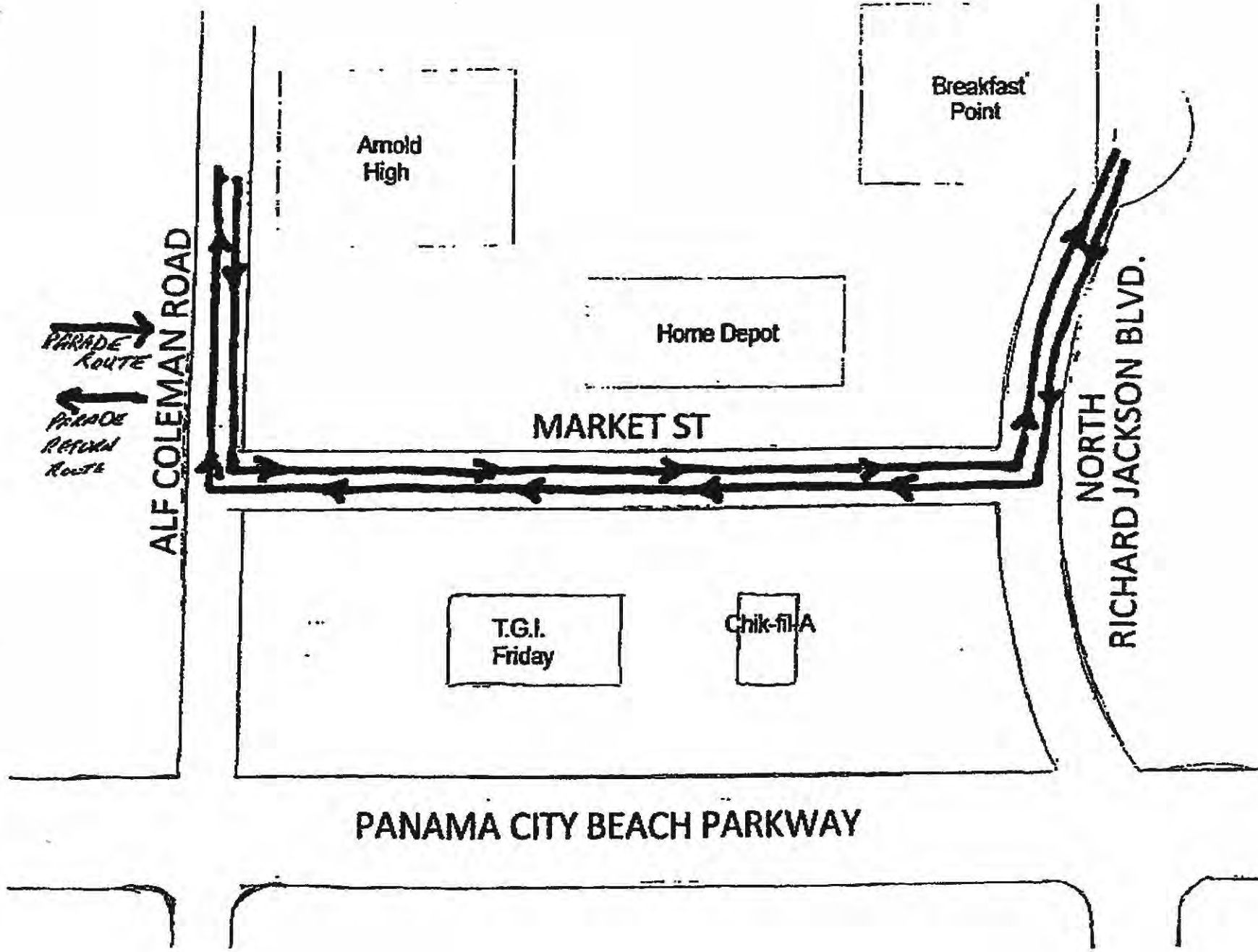
CITY OF PANAMA CITY BEACH

By: \_\_\_\_\_  
Mike Thomas, Mayor

ATTEST:

\_\_\_\_\_  
Jo Smith, City Clerk

Resolution 18-136  
CONSENT  
AGENDA ITEM # 3



CONSENT  
AGENDA ITEM # 3



Rule 14-65.0035(1)(c), F.A.C.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

850-040-66  
MAINTENANCE  
12/11

### TEMPORARY CLOSING OF STATE ROAD PERMIT

Date: 9/5/18

Permit No. \_\_\_\_\_

#### Governmental Entity

Approving Local Government City of Panama City Beach Contact Person Jo Smith  
Telephone (850) 233-5100 ext 2230 Email jsmith@pcb.gov.com

#### Organization Requesting Special Event

Name of Organization J.R. Arnold High School Contact Person Kasie Hughes  
Telephone (950) 767-3700 Email hugheskm@bay.k12.fl.us

#### Description of Special Event

Event Title AHS Homecoming Parade Date of Event 10/5/18  
Start Time 12:30 pm End Time 2:00 pm  
Event Route (attach map) see attached  
Detour Route (attach map) \_\_\_\_\_

#### Law Enforcement Agency Responsible for Traffic Control

Name of Agency Panama City Beach Police Dept.

#### US Coast Guard Approval for Controlling Movable Bridge

Not Applicable   
Copy of USCG Approval Letter Attached   
Bridge Location \_\_\_\_\_

The Permittee will assume all risk of and indemnify, defend and save harmless the State of Florida and the FDOT from and against any and all loss, damage, cost or expense arising in any manner on account of the exercise of this event.

The Permittee shall be responsible to maintain the portion of the state road it occupies for the duration of this event, free of litter and providing a safe environment to the public.

#### Signatures of Authorization

Event Coordinator Kasie Hughes Signature Kasie Hughes Date 9/5/18  
Law Enforcement Name/Title \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_  
Government Official Name/Title \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

#### FDOT Special Conditions

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### FDOT Authorization

Name/Title \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

# **REGULAR ITEM 1**



# CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:  
CODE ENFORCEMENT/LEGAL

2. MEETING DATE:  
SEPTEMBER 13, 2018

3. REQUESTED MOTION/ACTION:  
APPROVE FINAL ASSESSMENT RESOLUTION FOR NUISANCE ABATEMENT

4. AGENDA  
PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

5. IS THIS ITEM BUDGETED (IF APPLICABLE)? Yes  No  N/A   
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED Yes  No  N/A

6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)  
IN JANUARY 2014, THE CITY ADOPTED A NUISANCE ABATEMENT ASSESSMENT PROGRAM TO COLLECT FROM PROPERTY OWNERS THE COSTS OF NUISANCE ABATEMENT UNDERTAKEN BY THE CITY IN THE FRONT BEACH ROAD COMMUNITY REDEVELOPMENT AREA. IN JANUARY 2016, THE CITY ADOPTED RESOLUTION 17-29, EXPANDING THE ASSESSMENT AREA TO INCLUDE ALL PROPERTY WITHIN THE CORPORATE LIMITS.

ON JUNE 28, 2018, THE CITY ADOPTED AN INITIAL ASSESSMENT RESOLUTION LISTING THE TAX PARCELS THROUGHOUT THE CITY ON WHICH A NUISANCE ABATEMENT SERVICE COST SHALL BE ASSESSED ON THE TAX BILL, AND DIRECTING A PUBLIC HEARING BE HELD FOR INTERESTED PARTIES TO CONTEST THE ASSESSMENT BEFORE A FINAL ROLL IS ADOPTED. NOTICES WERE MAILED AND PUBLISHED AS DIRECTED BY THAT RESOLUTION.

THE PURPOSE OF THIS FINAL RESOLUTION IS TO REPEAL, CONFIRM AND IF NECESSARY TO MODIFY THE INITIAL ASSESSMENT RESOLUTION. THIS FINAL RESOLUTION HAS BEEN MODIFIED TO CHANGE PARCEL # 33912-000-000 TO CORRECTED PARCEL # 33912-010-000. THE CORRECT PARCEL NUMBER WAS INDICATED IN THE ASSESSMENT ROLL PROVIDED TO JEFF SCHULZE, THE LETTER TO PROPERTY OWNER OF THE PARCEL, AND THE NOTICES REGARDING THIS FINAL RESOLUTION. STAFF RECOMMENDS THE RESOLUTION BE APPROVED, AND CERTIFICATION OF THE ROLL BE SENT TO THE TAX COLLECTOR.

AGENDA ITEM # 1

**RESOLUTION 18-125**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PANAMA CITY BEACH, FLORIDA, RELATING TO NUISANCE ABATEMENT WITHIN THE CITY; CONFIRMING THE INITIAL ASSESSMENT RESOLUTION; PROVIDING AUTHORITY, DEFINITIONS AND FINDINGS; AMENDING AND APPROVING THE NUISANCE ABATEMENT ASSESSMENT ROLL; PROVIDING FOR THE IMPOSITION OF THE NUISANCE ABATEMENT ASSESSMENTS; PROVIDING FOR COLLECTION OF THE ASSESSMENTS PURSUANT TO THE UNIFORM ASSESSMENT COLLECTION ACT; PROVIDING FOR THE EFFECT OF THIS RESOLUTION; PROVIDING SEVERABILITY; AND PROVIDING AN IMMEDIATELY EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Panama City Beach (the "City") has adopted Chapter 28 (the "Assessment Ordinance") and Chapter 15, (the "Nuisance Ordinance"), as codified in the City's Code of Ordinances and which collectively provide for the imposition of special assessments for nuisance abatement which benefit property within the Assessment Area; and

**WHEREAS**, on June 28, 2018, the City Council adopted Resolution No. 18-110 (the "Initial Assessment Resolution") confirming the Nuisance Abatement Assessment Area, describing the method of assessing the Nuisance Abatement Service Cost against the real property that will be specially benefitted thereby, and directing preparation of the Nuisance Abatement Roll and the provision of the notices required by law; and

**WHEREAS**, pursuant to the Assessment Ordinance, the City Council is required to confirm or repeal the Initial Assessment Resolution with such



amendments as the City Council deems appropriate after hearing comments and receiving objections of all interested parties; and

**WHEREAS**, the Assessment Roll has been filed with the City Manager or his designee, as required by law; and

**WHEREAS**, notice of a public hearing has been published and mailed to each property owner proposed to be assessed notifying such property owner of the opportunity to be heard concerning the assessments; the proof of publication and an affidavit of mailing are attached hereto as Appendices A and B respectively; and

**WHEREAS**, a public hearing has been duly held on September 13, 2018, and comments and objections of all interested persons have been heard and considered as required by law.

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PANAMA CITY BEACH, FLORIDA, AS FOLLOWS:**

**SECTION 1. AUTHORITY.** This Final Assessment Resolution is adopted pursuant to the Initial Assessment Resolution, as amended herein, Chapter 166, Florida Statutes, Article VIII, Section 2, Florida Constitution, the Assessment Ordinance and other applicable provisions of law.

**SECTION 2. DEFINITIONS.** This Resolution is the Final Assessment Resolution. All capitalized terms in this Final Assessment Resolution shall have the meanings defined in the Initial Assessment Resolution.

**SECTION 3. FINDINGS.**

(A) The findings provided in Section 1.04 of the Initial Assessment Resolution are hereby ratified, confirmed and incorporated as if set forth fully herein.

(B) To the extent necessary, the Council finds that the Nuisance Abatement Service and the Nuisance Abatement Service Cost identified in the Initial Assessment Resolution are hereby determined to be an Essential Service and a Service Cost, respectively, as defined in the Assessment Ordinance.

**SECTION 4. CONFIRMATION OF INITIAL ASSESSMENT RESOLUTION.**

(A) All actions taken by the City Council with regard to the Initial Assessment Resolution, as amended herein, are hereby ratified and confirmed.

(B) After public hearing, comment from affected property owners, City staff, consultants and counsel, and deliberation by the City Council at its noticed public hearing, the City Council hereby ratifies and confirms the Initial Assessment Resolution.

**SECTION 5. APPROVAL OF NUISANCE ABATEMENT SERVICE COSTS.**

(A) The Nuisance Abatement Service Costs comprising the Nuisance Abatement Assessment for each Tax Parcel are found and determined to be fairly and equally apportioned among the Tax Parcels identified on the Nuisance Abatement Assessment Roll.

(B) The following Nuisance Abatement Service Costs are hereby allocated among the following Tax Parcels for Service Costs incurred by the City commencing October 1, 2017:

PARCEL ID	PROPERTY OWNER	SERVICE COST
34282-000-000	Heirs and Devisees of the Estate of Louis Cassaras, deceased	\$2,000.43
33502-010-000	Cynthia A. Chamberlain	\$675.08
34284-000-000	Darin Johnson and Dana M. Davis	\$1,318.74
33482-000-000	Adriana Foster	\$646.30
33912-010-000	Estate of Everett L. Hunt & Glenda F. Hunt	\$3,138.16
34456-000-000	PCH-Two Holdings Trust, Scott, Milissa Trustee	\$469.12

38202-020-000	Geraldine B. Woodruff	\$606.62
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**TOTAL NUISANCE ABATEMENT ASSESSMENTS \$8,854.45.**

(C) The Nuisance Abatement Service Costs established in this Final Assessment Resolution are the actual Service Costs applied by the City to establish the Nuisance Abatement Assessment Roll for the Fiscal Year commencing October 1, 2018.

**SECTION 6. APPROVAL OF ASSESSMENT ROLL.** The preliminary Nuisance Abatement Assessment Roll is hereby amended to change parcel 33912-000-000 to 33912-010-000. The Nuisance Abatement Assessment Roll, as amended, is hereby approved, confirmed and adopted as the City's Nuisance Abatement Assessment Roll for the Fiscal Year commencing October 1, 2018.

**SECTION 7. IMPOSITION OF ASSESSMENTS TO FUND NUISANCE ABATEMENT.**

(A) The Tax Parcels described in the Nuisance Abatement Assessment Roll are hereby found to be specifically benefitted by the provision of the Nuisance Abatement services and programs in the amount of the Nuisance Abatement Assessment set forth in the Nuisance Abatement Assessment Roll.

(B) For the Fiscal Year commencing October 1, 2018, the Nuisance Abatement Service Cost for the Nuisance Abatement Assessment Area shall be calculated and apportioned based upon the actual cost of Nuisance Abatement. The costs as set forth in the Initial Assessment Resolution, as amended by this Resolution, are hereby approved and found to be a fair and reasonable method of assessing the costs for the benefitted properties.

(C) The Nuisance Abatement Assessments as set forth in the Initial Assessment Resolution, as amended by this Resolution and as set forth in the

Nuisance Abatement Assessment Roll, are hereby levied and imposed on all Tax Parcels described in the Nuisance Abatement Assessment Roll for the Fiscal Year commencing October 1, 2018.

(D) Upon adoption of this Final Assessment Resolution, the Nuisance Abatement Assessments shall constitute a lien against the assessed properties equal in rank and dignity with the liens of all state, county, district or municipal taxes and other non-ad valorem assessments. Except as otherwise provided by law, such lien shall be superior in dignity to all other liens, titles, and claims until paid. The lien shall be deemed perfected upon adoption by the City Council of this Final Assessment Resolution and shall attach to the property included on the Assessment Roll as of the prior January 1, the lien date for ad valorem taxes.

**SECTION 8. COLLECTION OF ASSESSMENTS.**

(A) The Nuisance Abatement Assessments shall be collected pursuant to the Uniform Assessment Collection Act.

(B) Upon adoption of this Final Assessment Resolution, the City Manager or his designee shall cause the certification and delivery of the Assessment Roll to the Tax Collector by September 15, 2018, in the manner prescribed by the Uniform Assessment Collection Act. The Assessment Roll, as delivered to the Tax Collector, shall be accompanied by a Certificate to Non-Ad Valorem Assessment Roll in substantially the form attached hereto as Appendix C.

**SECTION 9. EFFECT OF FINAL RESOLUTION.** The adoption of this Final Assessment Resolution shall be the final adjudication of the issues presented herein and in the Initial Assessment Resolution (including, but not limited to, the method by which the Assessments are computed, the Nuisance Abatement Assessment Roll, the terms for prepayment of the Assessments, the levy and lien



of the Assessments, and the special benefit to assessed property) unless proper steps are initiated in a court of competent jurisdiction to secure relief within 20 days from the date of the City Council action on this Final Assessment Resolution.

**SECTION 10. SEVERABILITY.** The provisions of this Final Assessment Resolution are severable; and if any section, subsection, sentence, clause or provision is held invalid by any court of competent jurisdiction, the remaining provisions of this Final Assessment Resolution shall not be affected thereby.

**SECTION 11. EFFECTIVE DATE.** This Resolution shall take effect immediately upon its adoption.

**PASSED, ADOPTED AND APPROVED** \_\_\_\_ day of \_\_\_\_\_, 2018.

**CITY COUNCIL OF PANAMA  
CITY BEACH, FLORIDA**

By: \_\_\_\_\_  
Mike Thomas, Mayor

(SEAL)

Attest:

By: \_\_\_\_\_  
Jo Smith, City Clerk

Attachments:      Appendix A – Proof of Publication  
                         Appendix B – Affidavit of Mailing  
                         Appendix C – Form of Certificate to Non-Ad Valorem  
                         Assessment Roll

**Appendix A—Proof of Publication**

# The News Herald

501 W. 11<sup>th</sup> Street  
 P O Box 1940, Panama City, FL 32401  
 Published Daily  
 Panama City, Bay County, Florida

## State of Florida County of Bay

Before the undersigned authority personally appeared Karen Glenn, who on oath says that she is a Legal Advertising Representative of The News Herald, a newspaper published at Panama City in Bay County, Florida; that the attached copy of advertisement, being a Legal Advertisement #1185465 in the matter of NOTICE OF HEARING -Ordinance No. 947 in the Bay County Court, was published in said newspaper in the issue of August 17, 2018.

Affiant further says that the said The News Herald is a newspaper published at Panama City in said Bay County, Florida, is a direct successor of the Panama City News and that the said newspaper, together with its direct predecessor, has heretofore been continuously published in said Bay County, Florida, each day (except that the predecessor, Panama City News, was not published on Sundays) and has been entered as periodicals matter at the post office in Panama City in said Bay County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that (s)he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper.

Karen Glenn

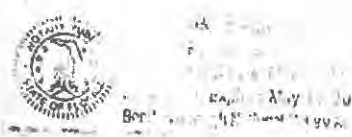
State of Florida  
 County of Bay

Sworn to and subscribed before me this 17th day of August, A.D., 2018.

By Karen Glenn, Legal Advertising Representative of The News Herald, who is personally known to me or has produced N/A as identification.

Mavis Lount

Notary Public, State of Florida at Large



## NOTICE OF HEARING TO IMPOSE AND PROVIDE FOR COLLECTION OF SPECIAL ASSESSMENTS

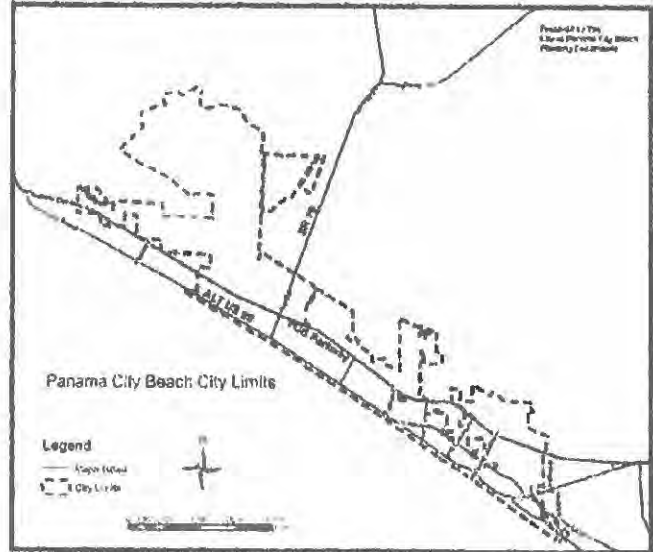
Notice is hereby given that the City Council of Panama City Beach, Florida, will conduct a public hearing to consider adoption of a Nuisance Abatement Final Assessment Resolution related to the nuisance abatement imposition of special assessments to reimburse the City for services undertaken by the City of Panama City Beach to abate a nuisance on the following properties:

PARCEL ID	PROPERTY OWNER
34282-000-000	Heirs and Devisees of the Estate of Louis Cassaras, deceased
83502-010-000	Cynthia A. Chamberlain
34284-000-000	Darin Johnson and Dana M. Davis
33482-000-000	Adriana Foster
33912-010-000	Estate of Everett L. Hunt & Glenda F. Hunt
34456-000-000	PCH-Two Holdings Trust, Scott, Milissa Trustee
38202-020-000	Geraldine B. Woodruff

The Nuisance Abatement Final Assessment Resolution will provide for the imposition of special assessments, sometimes characterized as non-ad valorem assessments, against property located within the boundaries of the City and collection of the assessments by the uniform billing method described in Section 3.01 of City Ordinance No. 947. The hearing will be held at 8:00 PM on September 13, 2018 at City Council Chambers of City Hall, 110 South Arnold Road, Panama City Beach, Florida. All affected property owners have a right to appear at the hearing and to file written objections with the City Council within twenty (20) days of this notice.

The assessments have been proposed to fund nuisance abatement related essential services and improvements throughout the City. The assessment for each tax parcel within the Assessment Area will be based upon the actual costs incurred by the City attributable to the abatement of a nuisance on each tax parcel as of the date the assessments are imposed. A more specific description of the nuisance abatement related services and improvements and the method of computing the assessment for each parcel of property are set forth in the Initial Assessment Resolution adopted by the City Council on June 28, 2018. Copies of the Initial Assessment Resolution and the preliminary Nuisance Abatement Assessment Roll together with Ordinances 947 and 1313 (the Assessment Ordinance) and Ordinance 1294 (the Nuisance Ordinance) are available for inspection at the office of the City Clerk, located at City Hall, 110 South Arnold Road, Panama City Beach, Florida.

A geographic depiction of the proposed Assessment Area within which property may be subject to the Assessment follows:



If you have any questions, please contact the City Clerk's Office at (850) 233-5100.

ANY PERSON WISHING TO ENSURE THAT AN ADEQUATE RECORD OF THE PROCEEDINGS IS MAINTAINED FOR APPELLATE PURPOSES IS ADVISED TO MAKE THE NECESSARY ARRANGEMENTS FOR RECORDING AT HIS OR HER OWN EXPENSE.

Any person requiring a special accommodation at this meeting because of a disability or physical impairment should contact the Panama City Beach City Clerk, at City Hall, 110 South Arnold Road, Panama City Beach, Florida 32413 or by phone at (850) 233-5100 at least five (5) calendar days prior to the meeting. If you are hearing or speech impaired, and you possess TDD equipment, you may contact the City Clerk using the Florida Dual Party Relay system which can be reached at (800) 955-8770 (Voice) or (800) 955-8771.

PF 11-85463

**Appendix B – Affidavit of Mailing**



**AFFIDAVIT OF MAILING**

BEFORE ME, the undersigned affiant, personally appeared Cindy Kittler, who after being duly sworn, deposes and says:

On August 13, 2018 I mailed each of the attached notices by first class U.S. mail, to the respective person whose name and address is listed therein as disclosed by the current tax roll, namely

Heirs and devisees of the Estate of Louis Cassaras, deceased  
3900 Golden Pine Lane  
Jay, FL 32565-2059 Tax Parcel No. 34282-000-000

Cynthia A. Chamberlain  
206 N. El Centro Blvd  
Panama City Beach, FL 32413-2305 Tax Parcel No. 33502-010-000

Darin Johnson and Dana M. Davis  
PO Box 9805  
Panama City Beach, FL 32417-0205 Tax Parcel No. 34284-000-000

Adrianna Foster  
106 El Centro Blvd. N  
Panama City Beach, FL 32413 Tax Parcel No. 33482-000-000

Estate of Everett L. Hunt & Glenda F. Hunt  
500 W. Gulf Blvd.  
Panama City Beach, FL 32413-2604 Tax Parcel No. 33912-010-000

PCH-Two Holdings Trust,  
Scott, Milissa Trustee  
2932 Ross Clk Cir #275  
Dothan, AL 36301 Tax Parcel No. 33456-000-000


Geraldine B. Woodruff  
150 Woodland Dr.  
Sedona, AZ 86336-6822 Tax Parcel No. 38202-020-000

FURTHER AFFIANT SAYETH NOT.

  
Cindy Kittler, Affiant

STATE OF FLORIDA  
COUNTY OF BAY

The foregoing Affidavit of Mailing was sworn to and subscribed before me this 14<sup>th</sup> day of August, 2018, by Cindy Kittler who is personally known to me and did take an oath.

  
Signature of Notary Public



**SUPPLEMENTAL AFFIDAVIT OF MAILING**

BEFORE ME, the undersigned affiant, personally appeared Cindy Kittler, who after being duly sworn, deposes and says:

On August 28, 2018 I mailed each of the attached notices by first class U.S. mail, to the respective person whose name and address is listed therein, namely

Darin Johnson and Dana M. Davis  
101 Ridgecrest Ct.  
Panama City Beach, FL 32405

Tax Parcel No. 34284-000-000  
as disclosed by the current tax roll

Darin Johnson and Dana M. Davis  
305 Dogwood St.  
Panama City Beach, FL 32407

Tax Parcel No. 34284-000-000  
as disclosed by Westlaw People Finder search

Adrianna Foster  
125 Circle Dr.  
Panama City Beach, FL 32413

Tax Parcel No. 33482-000-000  
as disclosed by Westlaw People Finder search

FURTHER AFFIANT SAYETH NOT.

*Cindy Kittler*  
Cindy Kittler, Affiant

STATE OF FLORIDA  
COUNTY OF BAY

28<sup>th</sup> The foregoing Supplemental Affidavit of Mailing was sworn to and subscribed before me this day of August, 2018, by Cindy Kittler who is personally known to me and did take an oath.

Susan J Moore  
Signature of Notary Public



**PANAMA CITY BEACH, FLORIDA**

City of Panama City Beach, Florida  
110 South Arnold Road  
Panama City Beach, Florida 32413-2199

August 13, 2018

**NOTICE OF HEARING  
TO IMPOSE AND TO PROVIDE FOR  
COLLECTION OF  
NUISANCE ABATEMENT RELATED  
SPECIAL ASSESSMENTS IN  
PANAMA CITY BEACH**

**Apparent Owners of Record:**

**VIA FIRST CLASS MAIL**

**Heirs and Devisees of the Estate of Louis  
Cassaras, deceased  
3900 Golden Pine Lane  
Jay, FL 32565-2059**

Tax Parcel No. **34282-000-000**  
Location: **301 Dogwood Street**

Dear Property Owner:

In accordance with Section 197.3632, Florida Statutes, notice is hereby given by the City of Panama City Beach that a non-ad valorem assessment for nuisance abatement services using the tax bill collection method, may be levied on your property for the fiscal year beginning on October 1, 2018. The purpose of this assessment is to recover costs arising from nuisance abatement services benefitting affected properties located within the City. The total property abatement assessment revenue to be collected is estimated to be \$8,854.45 for the fiscal year beginning October 1, 2018. The assessment of each parcel of property is calculated and apportioned based upon the extent of work necessary to abate or correct a violation of the City's Code of Ordinances existing on a Tax Parcel. The assessment will include the actual costs incurred by the City in performing any work necessary to abate or correct violations for unsafe structures or abatement of nuisances or both, including all labor, materials, disposal and administrative costs.

Copies of the Initial Assessment Resolution and the preliminary Nuisance Abatement Assessment Roll describing the assessments are available for your review at the offices of the City Clerk, located at City Hall, 110 South Arnold Road, Panama City Beach. Information regarding the assessment for your specific property is included below.

The total amount of actual and administrative costs incurred by the City in performing the work necessary to abate or correct a violation of the City's Code of Ordinances on the above referenced parcel is \$2,000.43 ("Nuisance Abatement Cost"). The Nuisance Abatement Assessment for the above parcel is \$2,000.43 for the fiscal year beginning

AGENDA ITEM # \_\_\_\_\_



October 1, 2018.

The nuisance abatement non-ad valorem assessment amount shown on this notice will be collected by the Bay County Tax Collector on the tax bill to be mailed in November 2018. Florida law requires that the City must inform you that failure to pay your assessment may result in foreclosure or the issuance of a tax sale certificate in the future. The City has the right to foreclose and collect delinquent assessments in any manner provided by law.

Until paid, the Nuisance Abatement assessment will constitute a lien against assessed property equal in rank and dignity with the liens of all state, county, district, or municipal taxes and other non-ad valorem assessments. Assessments shall become delinquent if not paid within thirty (30) days from the due date.

The City, in its sole discretion, shall determine whether to provide a program of hardship assistance, either through monetary contributions or extended payment terms, to City residents who are living below or close to the poverty level and are at risk of losing title to their homes as a result of the imposition of a Nuisance Abatement Assessment.

The City Council will hold a public hearing at 6:00 PM on September 13, 2018, in the City Council Chambers at City Hall, 110 South Arnold Road, Panama City, Florida, for the purpose of receiving comments on the proposed assessments. You are invited to attend and participate in the hearing. You may also file written objections with the City Council prior to or during the hearing. If you decide to appeal any decision made by the City Council with respect to any matter considered at the hearing, you will need a record of the proceedings and may need to ensure that a verbatim record is made, including the testimony and evidence upon which the appeal is to be made.

If you have any questions, please contact the City Clerk's office at 850-233-5100.

THIS IS NOT A BILL. DO NOT SEND PAYMENT.

PANAMA CITY BEACH, FLORIDA

Any person requiring a special accommodation at this meeting because of a disability or physical impairment should contact the Panama City Beach City Clerk, at City Hall, 110 South Arnold Road, Panama City Beach, Florida 32413 or by phone at (850) 233-5100 at least five (5) calendar days prior to the meeting. If you are hearing or speech impaired, and you possess TDD equipment, you may contact the City Clerk using the Florida Dual Party Relay system which can be reached at (800) 955-8770 (Voice) or (800) 955-8771.

AGENDA ITEM # 1

**PANAMA CITY BEACH, FLORIDA**

City of Panama City Beach, Florida  
110 South Arnold Road  
Panama City Beach, Florida 32413-2199

August 13, 2018

**NOTICE OF HEARING  
TO IMPOSE AND TO PROVIDE FOR  
COLLECTION OF  
NUISANCE ABATEMENT RELATED  
SPECIAL ASSESSMENTS IN  
PANAMA CITY BEACH**

**Apparent Owners of Record:**  
**VIA FIRST CLASS MAIL**  
**Cynthia A. Chamberlain**  
**206 N. El Centro Blvd**  
**Panama City Beach, FL 32413-2305**

Tax Parcel No. **33502-010-000**  
Location: **206 N. El Centro Blvd**

Dear Property Owner:

In accordance with Section 197.3632, Florida Statutes, notice is hereby given by the City of Panama City Beach that a non-ad valorem assessment for nuisance abatement services using the tax bill collection method, may be levied on your property for the fiscal year beginning on October 1, 2018. The purpose of this assessment is to recover costs arising from nuisance abatement services benefitting affected properties located within the City. The total property abatement assessment revenue to be collected is estimated to be \$8,854.45 for the fiscal year beginning October 1, 2018. The assessment of each parcel of property is calculated and apportioned based upon the extent of work necessary to abate or correct a violation of the City's Code of Ordinances existing on a Tax Parcel. The assessment will include the actual costs incurred by the City in performing any work necessary to abate or correct violations for unsafe structures or abatement of nuisances or both, including all labor, materials, disposal and administrative costs.

Copies of the Initial Assessment Resolution and the preliminary Nuisance Abatement Assessment Roll describing the assessments are available for your review at the offices of the City Clerk, located at City Hall, 110 South Arnold Road, Panama City Beach. Information regarding the assessment for your specific property is included below.

The total amount of actual and administrative costs incurred by the City in performing the work necessary to abate or correct a violation of the City's Code of Ordinances on the above referenced parcel is \$675.08 ("Nuisance Abatement Cost"). The Nuisance Abatement Assessment for the above parcel is \$675.08 for the fiscal year beginning October 1, 2018.

AGENDA ITEM # 1

The nuisance abatement non-ad valorem assessment amount shown on this notice will be collected by the Bay County Tax Collector on the tax bill to be mailed in November 2018. Florida law requires that the City must inform you that failure to pay your assessment may result in foreclosure or the issuance of a tax sale certificate in the future. The City has the right to foreclose and collect delinquent assessments in any manner provided by law.

Until paid, the Nuisance Abatement assessment will constitute a lien against assessed property equal in rank and dignity with the liens of all state, county, district, or municipal taxes and other non-ad valorem assessments. Assessments shall become delinquent if not paid within thirty (30) days from the due date.

The City, in its sole discretion, shall determine whether to provide a program of hardship assistance, either through monetary contributions or extended payment terms, to City residents who are living below or close to the poverty level and are at risk of losing title to their homes as a result of the imposition of a Nuisance Abatement Assessment.

The City Council will hold a public hearing at 6:00 PM on September 13, 2018, in the City Council Chambers at City Hall, 110 South Arnold Road, Panama City, Florida, for the purpose of receiving comments on the proposed assessments. You are invited to attend and participate in the hearing. You may also file written objections with the City Council prior to or during the hearing. If you decide to appeal any decision made by the City Council with respect to any matter considered at the hearing, you will need a record of the proceedings and may need to ensure that a verbatim record is made, including the testimony and evidence upon which the appeal is to be made.

If you have any questions, please contact the City Clerk's office at 850-233-5100.

**THIS IS NOT A BILL. DO NOT SEND PAYMENT.**

**PANAMA CITY BEACH, FLORIDA**

Any person requiring a special accommodation at this meeting because of a disability or physical impairment should contact the Panama City Beach City Clerk, at City Hall, 110 South Arnold Road, Panama City Beach, Florida 32413 or by phone at (850) 233-5100 at least five (5) calendar days prior to the meeting. If you are hearing or speech impaired, and you possess TDD equipment, you may contact the City Clerk using the Florida Dual Party Relay system which can be reached at (800) 955-8770 (Voice) or (800) 955-8771.

**PANAMA CITY BEACH, FLORIDA**

City of Panama City Beach, Florida  
110 South Arnold Road  
Panama City Beach, Florida 32413-2199

August 13, 2018

**NOTICE OF HEARING  
TO IMPOSE AND TO PROVIDE FOR  
COLLECTION OF  
NUISANCE ABATEMENT RELATED  
SPECIAL ASSESSMENTS IN  
PANAMA CITY BEACH**

**Apparent Owners of Record:**  
**VIA FIRST CLASS MAIL**  
**Darin Johnson and Dana M. Davis**  
**PO Box 9805**  
**Panama City Beach, FL 32417-0205**

Tax Parcel No. **34284-000-000**  
Location: **305 Dogwood Street**

Dear Property Owner:

In accordance with Section 197.3632, Florida Statutes, notice is hereby given by the City of Panama City Beach that a non-ad valorem assessment for nuisance abatement services using the tax bill collection method, may be levied on your property for the fiscal year beginning on October 1, 2018. The purpose of this assessment is to recover costs arising from nuisance abatement services benefitting affected properties located within the City. The total property abatement assessment revenue to be collected is estimated to be \$8,854.45 for the fiscal year beginning October 1, 2018. The assessment of each parcel of property is calculated and apportioned based upon the extent of work necessary to abate or correct a violation of the City's Code of Ordinances existing on a Tax Parcel. The assessment will include the actual costs incurred by the City in performing any work necessary to abate or correct violations for unsafe structures or abatement of nuisances or both, including all labor, materials, disposal and administrative costs.

Copies of the Initial Assessment Resolution and the preliminary Nuisance Abatement Assessment Roll describing the assessments are available for your review at the offices of the City Clerk, located at City Hall, 110 South Arnold Road, Panama City Beach. Information regarding the assessment for your specific property is included below.

The total amount of actual and administrative costs incurred by the City in performing the work necessary to abate or correct a violation of the City's Code of Ordinances on the above referenced parcel is \$1,318.74 ("Nuisance Abatement Cost"). The Nuisance Abatement Assessment for the above parcel is \$1,318.74 for the fiscal year beginning October 1, 2018.

AGENDA ITEM #   1



The nuisance abatement non-ad valorem assessment amount shown on this notice will be collected by the Bay County Tax Collector on the tax bill to be mailed in November 2018. Florida law requires that the City must inform you that failure to pay your assessment may result in foreclosure or the issuance of a tax sale certificate in the future. The City has the right to foreclose and collect delinquent assessments in any manner provided by law.

Until paid, the Nuisance Abatement assessment will constitute a lien against assessed property equal in rank and dignity with the liens of all state, county, district, or municipal taxes and other non-ad valorem assessments. Assessments shall become delinquent if not paid within thirty (30) days from the due date.

The City, in its sole discretion, shall determine whether to provide a program of hardship assistance, either through monetary contributions or extended payment terms, to City residents who are living below or close to the poverty level and are at risk of losing title to their homes as a result of the imposition of a Nuisance Abatement Assessment.

The City Council will hold a public hearing at 6:00 PM on September 13, 2018, in the City Council Chambers at City Hall, 110 South Arnold Road, Panama City, Florida, for the purpose of receiving comments on the proposed assessments. You are invited to attend and participate in the hearing. You may also file written objections with the City Council prior to or during the hearing. If you decide to appeal any decision made by the City Council with respect to any matter considered at the hearing, you will need a record of the proceedings and may need to ensure that a verbatim record is made, including the testimony and evidence upon which the appeal is to be made.

If you have any questions, please contact the City Clerk's office at 850-233-5100.

**THIS IS NOT A BILL. DO NOT SEND PAYMENT.**

PANAMA CITY BEACH, FLORIDA

Any person requiring a special accommodation at this meeting because of a disability or physical impairment should contact the Panama City Beach City Clerk, at City Hall, 110 South Arnold Road, Panama City Beach, Florida 32413 or by phone at (850) 233-5100 at least five (5) calendar days prior to the meeting. If you are hearing or speech impaired, and you possess TDD equipment, you may contact the City Clerk using the Florida Dual Party Relay system which can be reached at (800) 955-8770 (Voice) or (800) 955-8771.

AGENDA ITEM # 1

**PANAMA CITY BEACH, FLORIDA**

City of Panama City Beach, Florida  
110 South Arnold Road  
Panama City Beach, Florida 32413-2199

August 13, 2018

**NOTICE OF HEARING  
TO IMPOSE AND TO PROVIDE FOR  
COLLECTION OF  
NUISANCE ABATEMENT RELATED  
SPECIAL ASSESSMENTS IN  
PANAMA CITY BEACH**

**Apparent Owners of Record:  
VIA FIRST CLASS MAIL  
Adriana Foster  
106 El Centro Blvd. N  
Panama City Beach, FL 32413**

Tax Parcel No. **33482-000-000**  
Location: **106 El Centro Blvd. N**

Dear Property Owner:

In accordance with Section 197.3632, Florida Statutes, notice is hereby given by the City of Panama City Beach that a non-ad valorem assessment for nuisance abatement services using the tax bill collection method, may be levied on your property for the fiscal year beginning on October 1, 2018. The purpose of this assessment is to recover costs arising from nuisance abatement services benefitting affected properties located within the City. The total property abatement assessment revenue to be collected is estimated to be \$8,854.45 for the fiscal year beginning October 1, 2018. The assessment of each parcel of property is calculated and apportioned based upon the extent of work necessary to abate or correct a violation of the City's Code of Ordinances existing on a Tax Parcel. The assessment will include the actual costs incurred by the City in performing any work necessary to abate or correct violations for unsafe structures or abatement of nuisances or both, including all labor, materials, disposal and administrative costs.

Copies of the Initial Assessment Resolution and the preliminary Nuisance Abatement Assessment Roll describing the assessments are available for your review at the offices of the City Clerk, located at City Hall, 110 South Arnold Road, Panama City Beach. Information regarding the assessment for your specific property is included below.

The total amount of actual and administrative costs incurred by the City in performing the work necessary to abate or correct a violation of the City's Code of Ordinances on the above referenced parcel is \$646.30 ("Nuisance Abatement Cost"). The Nuisance Abatement Assessment for the above parcel is \$646.30 for the fiscal year beginning October 1, 2018.

AGENDA ITEM # 1

The nuisance abatement non-ad valorem assessment amount shown on this notice will be collected by the Bay County Tax Collector on the tax bill to be mailed in November 2018. Florida law requires that the City must inform you that failure to pay your assessment may result in foreclosure or the issuance of a tax sale certificate in the future. The City has the right to foreclose and collect delinquent assessments in any manner provided by law.

Until paid, the Nuisance Abatement assessment will constitute a lien against assessed property equal in rank and dignity with the liens of all state, county, district, or municipal taxes and other non-ad valorem assessments. Assessments shall become delinquent if not paid within thirty (30) days from the due date.

The City, in its sole discretion, shall determine whether to provide a program of hardship assistance, either through monetary contributions or extended payment terms, to City residents who are living below or close to the poverty level and are at risk of losing title to their homes as a result of the imposition of a Nuisance Abatement Assessment.

The City Council will hold a public hearing at 6:00 PM on September 13, 2018, in the City Council Chambers at City Hall, 110 South Arnold Road, Panama City, Florida, for the purpose of receiving comments on the proposed assessments. You are invited to attend and participate in the hearing. You may also file written objections with the City Council prior to or during the hearing. If you decide to appeal any decision made by the City Council with respect to any matter considered at the hearing, you will need a record of the proceedings and may need to ensure that a verbatim record is made, including the testimony and evidence upon which the appeal is to be made.

If you have any questions, please contact the City Clerk's office at 850-233-5100.

**THIS IS NOT A BILL. DO NOT SEND PAYMENT.**

PANAMA CITY BEACH, FLORIDA

Any person requiring a special accommodation at this meeting because of a disability or physical impairment should contact the Panama City Beach City Clerk, at City Hall, 110 South Arnold Road, Panama City Beach, Florida 32413 or by phone at (850) 233-5100 at least five (5) calendar days prior to the meeting. If you are hearing or speech impaired, and you possess TDD equipment, you may contact the City Clerk using the Florida Dual Party Relay system which can be reached at (800) 955-8770 (Voice) or (800) 955-8771.

AGENDA ITEM # 1

**PANAMA CITY BEACH, FLORIDA**

City of Panama City Beach, Florida  
110 South Arnold Road  
Panama City Beach, Florida 32413-2199

August 13, 2018

**NOTICE OF HEARING  
TO IMPOSE AND TO PROVIDE FOR  
COLLECTION OF  
NUISANCE ABATEMENT RELATED  
SPECIAL ASSESSMENTS IN  
PANAMA CITY BEACH**

**Apparent Owners of Record:**

**VIA FIRST CLASS MAIL**

**Estate of Everett L. Hunt & Glenda F. Hunt  
500 W. Gulf Blvd.  
Panama City Beach, FL 32413-2604**

Tax Parcel No. **33912-010-000**  
Location: **500 W. Gulf Blvd.**

Dear Property Owner:

In accordance with Section 197.3632, Florida Statutes, notice is hereby given by the City of Panama City Beach that a non-ad valorem assessment for nuisance abatement services using the tax bill collection method, may be levied on your property for the fiscal year beginning on October 1, 2018. The purpose of this assessment is to recover costs arising from nuisance abatement services benefitting affected properties located within the City. The total property abatement assessment revenue to be collected is estimated to be \$8,854.45 for the fiscal year beginning October 1, 2018. The assessment of each parcel of property is calculated and apportioned based upon the extent of work necessary to abate or correct a violation of the City's Code of Ordinances existing on a Tax Parcel. The assessment will include the actual costs incurred by the City in performing any work necessary to abate or correct violations for unsafe structures or abatement of nuisances or both, including all labor, materials, disposal and administrative costs.

Copies of the Initial Assessment Resolution and the preliminary Nuisance Abatement Assessment Roll describing the assessments are available for your review at the offices of the City Clerk, located at City Hall, 110 South Arnold Road, Panama City Beach. Information regarding the assessment for your specific property is included below.

The total amount of actual and administrative costs incurred by the City in performing the work necessary to abate or correct a violation of the City's Code of Ordinances on the above referenced parcel is \$3,138.16 ("Nuisance Abatement Cost"). The Nuisance Abatement Assessment for the above parcel is \$3,138.16 for the fiscal year beginning October 1, 2018.

AGENDA ITEM # 1



The nuisance abatement non-ad valorem assessment amount shown on this notice will be collected by the Bay County Tax Collector on the tax bill to be mailed in November 2018. Florida law requires that the City must inform you that failure to pay your assessment may result in foreclosure or the issuance of a tax sale certificate in the future. The City has the right to foreclose and collect delinquent assessments in any manner provided by law.

Until paid, the Nuisance Abatement assessment will constitute a lien against assessed property equal in rank and dignity with the liens of all state, county, district, or municipal taxes and other non-ad valorem assessments. Assessments shall become delinquent if not paid within thirty (30) days from the due date.

The City, in its sole discretion, shall determine whether to provide a program of hardship assistance, either through monetary contributions or extended payment terms, to City residents who are living below or close to the poverty level and are at risk of losing title to their homes as a result of the imposition of a Nuisance Abatement Assessment.

The City Council will hold a public hearing at 6:00 PM on September 13, 2018, in the City Council Chambers at City Hall, 110 South Arnold Road, Panama City, Florida, for the purpose of receiving comments on the proposed assessments. You are invited to attend and participate in the hearing. You may also file written objections with the City Council prior to or during the hearing. If you decide to appeal any decision made by the City Council with respect to any matter considered at the hearing, you will need a record of the proceedings and may need to ensure that a verbatim record is made, including the testimony and evidence upon which the appeal is to be made.

If you have any questions, please contact the City Clerk's office at 850-233-5100.

**THIS IS NOT A BILL. DO NOT SEND PAYMENT.**

**PANAMA CITY BEACH, FLORIDA**

Any person requiring a special accommodation at this meeting because of a disability or physical impairment should contact the Panama City Beach City Clerk, at City Hall, 110 South Arnold Road, Panama City Beach, Florida 32413 or by phone at (850) 233-5100 at least five (5) calendar days prior to the meeting. If you are hearing or speech impaired, and you possess TDD equipment, you may contact the City Clerk using the Florida Dual Party Relay system which can be reached at (800) 955-8770 (Voice) or (800) 955-8771.

AGENDA ITEM # 1

**PANAMA CITY BEACH, FLORIDA**

City of Panama City Beach, Florida  
110 South Arnold Road  
Panama City Beach, Florida 32413-2199

August 13, 2018

**NOTICE OF HEARING  
TO IMPOSE AND TO PROVIDE FOR  
COLLECTION OF  
NUISANCE ABATEMENT RELATED  
SPECIAL ASSESSMENTS IN  
PANAMA CITY BEACH**

**Apparent Owners of Record:**

**VIA FIRST CLASS MAIL**

**PCH-Two Holdings Trust,  
Scott, Milissa Trustee  
2932 Ross Clk Cir #275  
Dothan, AL 36301**

Tax Parcel No. **34456-000-000**  
Location: **302 Azalea Street**

Dear Property Owner.

In accordance with Section 197.3632, Florida Statutes, notice is hereby given by the City of Panama City Beach that a non-ad valorem assessment for nuisance abatement services using the tax bill collection method, may be levied on your property for the fiscal year beginning on October 1, 2018. The purpose of this assessment is to recover costs arising from nuisance abatement services benefitting affected properties located within the City. The total property abatement assessment revenue to be collected is estimated to be \$8,854.45 for the fiscal year beginning October 1, 2018. The assessment of each parcel of property is calculated and apportioned based upon the extent of work necessary to abate or correct a violation of the City's Code of Ordinances existing on a Tax Parcel. The assessment will include the actual costs incurred by the City in performing any work necessary to abate or correct violations for unsafe structures or abatement of nuisances or both, including all labor, materials, disposal and administrative costs.

Copies of the Initial Assessment Resolution and the preliminary Nuisance Abatement Assessment Roll describing the assessments are available for your review at the offices of the City Clerk, located at City Hall, 110 South Arnold Road, Panama City Beach. Information regarding the assessment for your specific property is included below.

The total amount of actual and administrative costs incurred by the City in performing the work necessary to abate or correct a violation of the City's Code of Ordinances on the above referenced parcel is \$469.12 ("Nuisance Abatement Cost"). The Nuisance Abatement Assessment for the above parcel is \$469.12 for the fiscal year beginning October 1, 2018.

AGENDA ITEM # 1

The nuisance abatement non-ad valorem assessment amount shown on this notice will be collected by the Bay County Tax Collector on the tax bill to be mailed in November 2018. Florida law requires that the City must inform you that failure to pay your assessment may result in foreclosure or the issuance of a tax sale certificate in the future. The City has the right to foreclose and collect delinquent assessments in any manner provided by law.

Until paid, the Nuisance Abatement assessment will constitute a lien against assessed property equal in rank and dignity with the liens of all state, county, district, or municipal taxes and other non-ad valorem assessments. Assessments shall become delinquent if not paid within thirty (30) days from the due date.

The City, in its sole discretion, shall determine whether to provide a program of hardship assistance, either through monetary contributions or extended payment terms, to City residents who are living below or close to the poverty level and are at risk of losing title to their homes as a result of the imposition of a Nuisance Abatement Assessment.

The City Council will hold a public hearing at 6:00 PM on September 13, 2018, in the City Council Chambers at City Hall, 110 South Arnold Road, Panama City, Florida, for the purpose of receiving comments on the proposed assessments. You are invited to attend and participate in the hearing. You may also file written objections with the City Council prior to or during the hearing. If you decide to appeal any decision made by the City Council with respect to any matter considered at the hearing, you will need a record of the proceedings and may need to ensure that a verbatim record is made, including the testimony and evidence upon which the appeal is to be made.

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**THIS IS NOT A BILL. DO NOT SEND PAYMENT.**

**PANAMA CITY BEACH, FLORIDA**

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AGENDA ITEM # 1

**PANAMA CITY BEACH, FLORIDA**

City of Panama City Beach, Florida  
110 South Arnold Road  
Panama City Beach, Florida 32413-2199

August 13, 2018

**NOTICE OF HEARING  
TO IMPOSE AND TO PROVIDE FOR  
COLLECTION OF  
NUISANCE ABATEMENT RELATED  
SPECIAL ASSESSMENTS IN  
PANAMA CITY BEACH**

**Apparent Owners of Record:**

**VIA FIRST CLASS MAIL**

**Geraldine B. Woodruff  
150 Woodland Dr.  
Sedona, AZ 86336-6822**

Tax Parcel No. **38202-020-000**  
Location: **157 Wells St. N**

Dear Property Owner:

In accordance with Section 197.3632, Florida Statutes, notice is hereby given by the City of Panama City Beach that a non-ad valorem assessment for nuisance abatement services using the tax bill collection method, may be levied on your property for the fiscal year beginning on October 1, 2018. The purpose of this assessment is to recover costs arising from nuisance abatement services benefitting affected properties located within the City. The total property abatement assessment revenue to be collected is estimated to be \$8,854.45 for the fiscal year beginning October 1, 2018. The assessment of each parcel of property is calculated and apportioned based upon the extent of work necessary to abate or correct a violation of the City's Code of Ordinances existing on a Tax Parcel. The assessment will include the actual costs incurred by the City in performing any work necessary to abate or correct violations for unsafe structures or abatement of nuisances or both, including all labor, materials, disposal and administrative costs.

Copies of the Initial Assessment Resolution and the preliminary Nuisance Abatement Assessment Roll describing the assessments are available for your review at the offices of the City Clerk, located at City Hall, 110 South Arnold Road, Panama City Beach. Information regarding the assessment for your specific property is included below.

The total amount of actual and administrative costs incurred by the City in performing the work necessary to abate or correct a violation of the City's Code of Ordinances on the above referenced parcel is \$606.62 ("Nuisance Abatement Cost"). The Nuisance Abatement Assessment for the above parcel is \$606.62 for the fiscal year beginning October 1, 2018.

AGENDA ITEM # 1



The nuisance abatement non-ad valorem assessment amount shown on this notice will be collected by the Bay County Tax Collector on the tax bill to be mailed in November 2018. Florida law requires that the City must inform you that failure to pay your assessment may result in foreclosure or the issuance of a tax sale certificate in the future. The City has the right to foreclose and collect delinquent assessments in any manner provided by law.

Until paid, the Nuisance Abatement assessment will constitute a lien against assessed property equal in rank and dignity with the liens of all state, county, district, or municipal taxes and other non-ad valorem assessments. Assessments shall become delinquent if not paid within thirty (30) days from the due date.

The City, in its sole discretion, shall determine whether to provide a program of hardship assistance, either through monetary contributions or extended payment terms, to City residents who are living below or close to the poverty level and are at risk of losing title to their homes as a result of the imposition of a Nuisance Abatement Assessment.

The City Council will hold a public hearing at 6:00 PM on September 13, 2018, in the City Council Chambers at City Hall, 110 South Arnold Road, Panama City, Florida, for the purpose of receiving comments on the proposed assessments. You are invited to attend and participate in the hearing. You may also file written objections with the City Council prior to or during the hearing. If you decide to appeal any decision made by the City Council with respect to any matter considered at the hearing, you will need a record of the proceedings and may need to ensure that a verbatim record is made, including the testimony and evidence upon which the appeal is to be made.

If you have any questions, please contact the City Clerk's office at 850-233-5100.

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PANAMA CITY BEACH, FLORIDA

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Appendix C--Certificate

**Certificate to  
Non-Ad Valorem Assessment Roll**

I, the undersigned, hereby certify that I am the Mayor of The City of Panama City Beach, Florida, located in Bay County, Florida; as such, I have satisfied myself that all property included or includable on the Non-Ad Valorem Assessment Roll\* for the aforesaid county is property assessed so far as I have been able to ascertain; and that all required extensions on the above described roll to show the non-ad valorem assessments attributable to the property listed therein have been made pursuant to law.

I further certify that, upon completion of this certificate and the attachment of same to the herein described Non-Ad Valorem Assessment Roll\* as a part thereof, said Non-Ad Valorem Assessment Roll will be delivered to the Tax Collector of this county.

In witness whereof, I have subscribed this certificate and caused the same to be attached to and made a part of the above described Non-Ad Valorem Assessment Roll this the \_\_\_\_\_ day of September 2018.

\*FY2018-19 Panama City Beach  
Certified Nuisance Abatement Non-Ad  
Valorem Assessment Roll  
Prepared and furnished  
to Bay County by  
Ennead, LLC.

\_\_\_\_\_  
Mike Thomas, Mayor  
of City of Panama City Beach, Florida  
Bay County, Florida

ATTEST:

\_\_\_\_\_  
Jo Smith, City Clerk

**REGULAR  
ITEM 2**





## CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:

2. MEETING DATE:

3. REQUESTED MOTION/ACTION:

4. AGENDA

PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

5. IS THIS ITEM BUDGETED (IF APPLICABLE)? Yes  No  N/A  
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED Yes  No  N/A

6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)

**RESOLUTION NO. 18-126**

**A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, RELATING TO THE PROVISION OF STORMWATER SERVICES, FACILITIES AND PROGRAMS IN THE CITY OF PANAMA CITY BEACH, FLORIDA; IMPOSING STORMWATER SERVICE ASSESSMENTS AGAINST ASSESSED PROPERTY LOCATED WITHIN THE CITY OF PANAMA CITY BEACH; APPROVING THE RATE OF ASSESSMENT; CONFIRMING, APPROVING AND ADOPTING THE STORMWATER SERVICE ASSESSMENT ROLL FOR FISCAL YEAR 2018-19; PROVIDING FOR COLLECTION OF THE ASSESSMENTS PURSUANT TO THE UNIFORM COLLECTION METHOD; PROVIDING THE PROCEDURE BY WHICH ELIGIBLE LANDOWNERS CAN PROSPECTIVELY APPLY FOR MITIGATION CREDIT FOR FISCAL YEAR 2019-2020; AND PROVIDING AN EFFECTIVE DATE.**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PANAMA CITY BEACH, FLORIDA, AS FOLLOWS:**

**SECTION 1. AUTHORITY.** This Resolution of the City of Panama City Beach, Florida (the "City") is adopted pursuant to City Ordinance No. 947, as amended from time to time and codified in Chapter 28 of the Code of Ordinances of the City of Panama City Beach (the "Assessment Ordinance"), Resolution No. 06-41 (as amended and supplemented from time to time, and particularly as amended by Resolution Nos. 06-53 and 07-15, the "2006 Initial Assessment Resolution") Resolution No. 17-119 (as amended and supplemented from time to time, and particularly as amended by Resolution No. 17-

120, the " 2017 Initial Assessment Resolution"), Sections 166.021 and 166.041, Florida Statutes, and other applicable provisions of law.

**SECTION 2. DEFINITIONS.** This Resolution constitutes the Annual Assessment Resolution as defined in the Assessment Ordinance. All capitalized terms in this Resolution not otherwise defined herein shall have the meanings defined in the Assessment Ordinance and the 2017 Initial Assessment Resolution. The following terms, which are in addition to or modified from those stated in the 2017 Initial Resolution, shall have the following meanings:

**"Assessed Property"** means all parcels of real property included in the Stormwater Assessment Roll that receive a special benefit from Stormwater Management Service or Stormwater Improvements.

**"Rate Study"** means the June 2017, City of Panama City Beach Stormwater Rate Study Methodology Report prepared by Public Utility Management and Planning Services, Inc. and Ennead, LLC, as such was updated and revised on August 7, 2017, and September 7, 2017.

**SECTION 3. FINDINGS.** It is hereby ascertained, determined and declared as follows:

(A) Pursuant to the Assessment Ordinance, the City adopted the 2006 Initial Assessment Resolution imposing special assessments (the "Stormwater Service

Assessments") to provide for the funding of Stormwater Management Service for the Fiscal Year commencing October 1, 2005. Pursuant to the Assessment Ordinance, the City adopted Resolution Nos. 07-07, 07-58, 08-59, 09-68, 10-142, 11-124, 12-122, 13-114, 14-91, 15-126 and 16-[ ] to provide for the annual funding of Stormwater Management Service for Fiscal Years commencing October 1, 2006, October 1, 2007, October 1, 2008, October 1, 2009, October 1, 2010, October 1, 2011, October 1, 2012, October 1, 2013, October 1, 2014, October 1, 2015, and October 1, 2016 respectively.

(B) Pursuant to the Assessment Ordinance, the City adopted the 2017 Initial Assessment Resolution imposing special assessments to update the methodology and rate of Stormwater Service Assessments for the Fiscal Year commencing October 1, 2017.

(C) The 2017 Initial Assessment Resolution, as amended and supplemented from time to time, shall be referred to collectively herein as the "Stormwater Resolution."

(D) In order to re-impose Stormwater Service Assessments for the Fiscal Year commencing October 1, 2018, the Assessment Ordinance requires the City Council to adopt an Annual Assessment Resolution which confirms or amends the assessment roll.

(E) The Fiscal Year 2018-19 Stormwater Service Assessment Roll (the "Assessment Roll") has heretofore been made available for inspection by the public.

(F) The Council considered the Resolution at its regular meeting on September 13, 2018, and comments and objections of all interested persons have been heard and



considered. The re-imposition of Stormwater Service Assessments for stormwater services, facilities, and programs each fiscal year is an equitable and efficient method of allocating and apportioning Stormwater Management Service Cost among parcels of Assessed Property.

(G) The Stormwater Management Services provided for in the Stormwater Resolution and contemplated herein are Essential Services which possess a logical relationship to the use and enjoyment of, and relieve a burden created by and provide a special benefit to Developed Property by acting to treat and control Stormwater generated or contaminated by improvements constructed on Developed Property which resulted in the alteration of such property from its natural state.

(H) The benefits derived from the Stormwater Management Services exceed the cost of the Stormwater Service Assessments imposed hereunder. The Stormwater Service Assessment for any tax parcel within the City does not exceed the proportional benefits that such tax parcel will receive compared to any other tax parcel within the City.

(I) The legislative determinations of special benefit and fair apportionment contained in Section 1.04 of Resolution 17-113 and Section 3 of Resolution 17-120 are hereby readopted, ratified and confirmed.

(J) Each parcel of Assessed Property within the City will be specially benefited by the City's provision of stormwater services, facilities, and programs in an amount not

less than the Stormwater Service Assessment for such parcel, computed in the manner set forth in the 2017 Initial Assessment Resolution.

(K) Adoption of this Annual Assessment Resolution constitutes a legislative determination that all parcels assessed derive a special benefit in a manner consistent with the legislative declarations, determinations and findings as set forth in the Assessment Ordinance, the Stormwater Resolution and this Annual Assessment Resolution from the stormwater services, facilities, or programs to be provided and a legislative determination that the Stormwater Service Assessments are fairly and reasonably apportioned among the properties that receive the special benefit.

(L) On December 14, 2006, the City adopted Resolution No. 06-84 (the "Intent Resolution") expressing its intent to collect assessments pursuant to the uniform collection method authorized by Section 197.3632, Florida Statutes. The City forwarded copies of the Intent Resolution to the Bay County Property Appraiser ("Property Appraiser"), the Bay County Tax Collector ("Tax Collector"), and the Florida Department of Revenue prior to January 10, 2007, as required by Section 197.3632(3)(a), Florida Statutes, and has entered into reimbursement agreements with the Property Appraiser and Tax Collector as required by Section 197.3632(2), Florida Statutes.

**SECTION 4. APPROVAL OF ASSESSMENT ROLL; IMPOSITION OF ASSESSMENTS.**

(A) The Assessment Roll, on file in the Office of the City Clerk and incorporated herein by this reference, is hereby approved, confirmed and adopted for Fiscal Year 2018-2019. The Assessment Roll shall be certified to the Tax Collector by September 15, 2018, pursuant to Section 197.3632(5), Florida Statutes.

(B) The apportionment approach described in the Methodology Report and summarized in Section 3.03 of Resolution 17-119, as modified and supplemented by Section 4 of Resolution 17-120, is hereby approved, confirmed and adopted.

(C) A special assessment computed in the manner described in the 2017 Initial Assessment Resolution is hereby levied and imposed on all Tax Parcels described in the Assessment Roll in order to fund the Stormwater Management Service Cost for the Fiscal Year commencing October 1, 2018.

(D) The Parcels of Assessed Property described in the Assessment Roll are hereby found to be specially benefited by the provision of the stormwater services, facilities, based upon a fixed Capital Cost of \$35.00 and a variable Program Cost based on an ERU value of \$44.90.

(E) Based upon the Program Cost amount of \$44.90 per ERU (one ERU = 2850 square feet), the Program Cost component for the residential tiers set forth in the 2017 Initial Assessment Resolution is estimated as follows:

- a. Very Small residential: \$0

- b. Small residential: \$22.45
- c. Medium residential: \$44.90
- d. Large residential: \$67.35
- e. Very Large Residential: the Assessment shall be calculated in the same manner as commercial properties, such that each such parcel shall be assessed based on its actual Impervious Area and lot size as more particularly set forth in the updated Rate Study.
- f. Residential Condominiums: the Assessment for each unit shall be calculated according to the aggregate impervious area of the greater condominium development, divided by the total number of residential units in the condominium development.
- g. Commercial Condominiums: the Assessment for each unit shall be calculated according to the total Impervious Area of the greater condominium development divided by 2850, divided by imperviousness factor and then multiplied by .4. The resulting number from those calculations is then apportioned by each unit's square footage of the total Impervious Area.

(F) The Program Cost for Developed non-residential Properties shall be calculated by first determining the total impervious square footage and dividing that square footage by 1 ERU (2850sf), which is multiplied by a sum determined by the



property's imperviousness factor (total impervious square footage/lot size), and then dividing that sum by .4.

(G) The determination of whether a Tax Parcel is Developed Property or Undeveloped Property shall be made using best available data prior to adoption of the Annual Assessment Resolution (e.g. Property Appraiser information, aerial images or data deemed reliable by the City or its consultants.)

(H) Stormwater Service Assessments shall constitute a lien upon the Assessed Property so assessed equal in rank and dignity with the liens of all state, county, district or municipal taxes and other non-ad valorem assessments. Except as otherwise provided by law, such lien shall be superior in dignity to all other liens, titles and claims, until paid.

(I) The City shall use legally available funds, other than Assessment Proceeds, to pay Stormwater Service Assessments imposed upon homestead properties classified on the Tax Roll by the Property Appraiser under "exemption codes" VX, VP or V2 (veteran's partial to total disability), 13 (non-service connected total and permanent disability) and 14 (total and permanent service-connected disability).

(I) The following are Exempt Properties and not subject to the Stormwater Service Assessment: (1) public roads, (2) lakes, submerged land, and other naturally occurring water bodies with pervious soil bottoms, and (3) Government Property. The

legislative clarification contained in Section 8 of Resolution 07-15 related to exempt roads is hereby readopted, ratified and confirmed.

**SECTION 5. COLLECTION OF ASSESSMENTS.**

(A) The Fiscal Year 2018-2019 Stormwater Service Assessment for each individual Tax Parcel shall be in addition to an amount equal to delinquent assessments from prior Fiscal Years for such Tax Parcel, if any, and collected pursuant to the uniform collection method provided for in the Intent Resolution, Section 3.01 of the Assessment Ordinance, and Section 197.3632, Florida Statutes; provided, however, that any existing lien of record on the affected Tax Parcel for the delinquent Stormwater Service Assessment(s) is supplanted by the lien resulting from certification of the Assessment Roll to the Tax Collector.

(B) The amount of the Assessment imposed, levied, and billed to each owner of Assessed Property may additionally include a charge, calculated by and based upon the Assessment for each Tax Parcel, to cover the 4% statutory discount that may be taken for early payment together with the 2% fee that may be charged by the Tax Collector or Property Appraiser, or both of them (the "Uniform Method Charge"). The Fiscal Year 2018-2019 Uniform Method Charge shall be equivalent to 6% of the Stormwater Service Assessment for each Tax Parcel.

**SECTION 6. EFFECT OF ADOPTION OF RESOLUTION.** The adoption of this Annual Assessment Resolution shall be the final adjudication of the issues presented

(including, but not limited to, the determination of special benefit and fair apportionment to the Assessed Property, the method of apportionment and assessment, the rate of assessment, the Assessment Roll and the levy and lien of the Stormwater Service Assessments), unless proper steps shall be initiated in a court of competent jurisdiction to secure relief within 20 days from the date of rendering of this Annual Assessment Resolution.

**SECTION 7. MITIGATION CREDIT PROCEDURE.** The procedure by which eligible landowners may apply for Mitigation Credit against the Stormwater Service Assessments for fiscal year 2018-2019 was set forth in Resolution 17-119. The procedure by which eligible landowners may apply for Mitigation Credit against the Stormwater Service Assessments for fiscal year 2019-2020 is as follows:

(A) General Matters Applicable to All Applications for Mitigation Credit:

(1) Type of Credit. Mitigation Facilities may qualify for Quality Credit, Quantity Credit, or both. A Mitigation Credit shall not apply to the Program Cost portion of the Stormwater Management Service Cost.

(2) Application for Mitigation Credit. In order to qualify for a Mitigation Credit, the owner of the property seeking Mitigation Credit shall submit to the City Engineer, along with the review fee described below, an application pursuant to the General Application Procedure (defined below) or, where applicable, pursuant to the

Alternative Application Procedure (defined below). The application for Mitigation Credit shall be available from the City Engineer in such form as the City Manager may from time to time approve to achieve the purposes of this Section. **Applications must be submitted by May 30, 2019.** Only one application for Mitigation Credit shall be filed for each system of Mitigation Facilities regardless of the number of Developed Properties served by it, and such application shall be filed by or on behalf of all owners of Developed Property served by the Mitigation Facilities which are the subject of the application.

(3) **Fees.** If an application pursuant to this Resolution is filed within two (2) years after the City shall have permitted all of the Mitigation Facilities which are the subject of that application, then there shall be no application fee. All other applications, depending upon the size of the site served by the Mitigation Facilities, shall be accompanied by the following application fee:

- (a) Less than one (1) acre - \$100.00
- (b) One (1) acre or more, but less than five (5) acres - \$300.00
- (c) Five (5) acres or more, but less than twenty (20) acres - \$750.00
- (d) Twenty (20) acres or more - to be determined by the City Manager or the City Council to defray the actual cost of processing.

(4) **Common ownership.** For Tax Parcels enveloped in a common scheme of ownership regime (e.g. condominium association or homeowners association), a single



application may be submitted for all affected Tax Parcels by a duly authorized representative.

(5) Supplemental Information. Within thirty (30) days of filing the application, the City Engineer may request in writing that the applicant provide supplemental information reasonably required to evaluate the application.

(6) Action on Application. Based upon the information submitted and any additional information available to the City Engineer and disclosed to the applicant, the City Engineer shall administratively grant or deny the application in writing within sixty (60) days of its receipt or, if supplemental information is timely requested, within forty five (45) days of receipt of supplemental information. The City Engineer shall be authorized to extend all deadlines for responding to all applications by one or more extensions not to exceed a total of 90 days in the event that the number of applications received in a single, annual cycle exceed the capacity of his staff to process. No extension shall be longer than reasonably anticipated to be necessary and notice of each extension shall be furnished in writing to all applicants.

(7) Quality Credit. The City Engineer shall grant a Quality Credit of 10% of the Stormwater Service Assessment for Mitigation Facilities which demonstrate compliance with Section 26-36 of the City Code or its successor in function.

(8) Quantity Credit. The City Engineer shall grant a Quantity Credit of 40% of the Stormwater Service Assessment for Mitigation Facilities which demonstrate compliance with Section 26-37 of the City Code or its successor in function.

(9) Burden of Proof. The burden of establishing entitlement to a Mitigation Credit and compliance with the applicable City Code provisions shall fall on the applicant. If it is determined by the City Engineer, using customary engineering standards, that the property is not in compliance with the applicable City Code provisions, the application shall be denied. The issuance of, or the pendency of an application for, a local development order, development permit or building permit shall have no bearing upon whether, at the time the Mitigation Credit application is made or renewed, the property meets the necessary standards.

(10) Appeal. In the event the application is denied, the owner shall receive a written explanation from the City Engineer describing the basis for the denial. The owner shall then have the right to appeal the City Engineer's decision to the City Council by written notice specifying the basis for the appeal delivered to the City Clerk within twenty (20) days after receipt of the denial. Within thirty (30) days after receipt of the notice of appeal, the City Council shall consider the appeal in a hearing between the owner and the City Engineer, at a time and place noticed to the owner at least seven (7) days in advance. The City Council shall affirm the determination of the City Engineer if it finds such

determination to be based upon competent, substantial evidence provided by or disclosed to the applicant at the time the City Engineer denies any application for Mitigation Credit. It is the intent of this Section to require the applicant to provide in any application all information in support of the application that the applicant wishes the City Engineer to consider. Upon conclusion of such hearing, the City Council shall set forth the reasons for its decision based on the criteria contained in this section.

(11) Obligation to Pay. A pending application for Mitigation Credit shall not relieve the owner of the obligation to make timely payment of the Stormwater Service Assessment. In the event a Mitigation Credit is granted which decreases the Stormwater Service Assessment paid while the application is pending, the owner shall be entitled to credit for the excess assessment. Any reduction, including a credit, which may be necessary after the Stormwater Service Assessment Roll has been adopted may, at the option of the City, be refunded to the property owner or credited to a subsequent Stormwater Service Assessment for the subject tax parcel.

(12) Time Limit and Renewal of Credit. All Mitigation Credit determinations shall only apply to two annual Assessment cycles. In order to renew a Mitigation Credit determination, the property owner shall, within sixty (60) days after adoption of the Annual Assessment Resolution for any period in which a Mitigation Credit determination is no longer applicable, submit to the City Engineer an application, along

with the review fee, either (i) prepared, sealed, dated and signed by a professional engineer registered in the State of Florida certifying that the property for which application is made still meets the technical standards and requirements for the credit sought for the reasons demonstrated in the immediately preceding application (the General Application Procedure), or (ii) if applicable, requesting the City make the determinations required for a Mitigation Credit under the Alternative Application Procedure . The renewal application shall be processed, granted or denied with right of appeal in the same manner as an original application. If circumstances upon which the original Mitigation Credit was determined have changed, a full application demonstrating entitlement in substantial conformance with this Section shall be required.

(B) General Application Procedure:

The application for a Mitigation Credit shall be prepared, sealed, dated and signed by a professional engineer registered in the State of Florida, demonstrating that the Tax Parcel for which application is made meets the technical standards and requirements for a Quality Credit, Quantity Credit, or both, and setting forth, in detail, a description and diagram of the Mitigation Facilities and the grounds upon which the credit is justified. A request by the City Engineer for additional information may include, but not limited to, topographical survey data and drawings signed and sealed by a professional land surveyor



registered in Florida. Failure to provide such information will result in the denial of the application.

(C) Alternative Application Procedure:

In addition to the General Application Procedure, the following, alternative procedure shall be available for Mitigation Credit applications based upon Mitigation Facilities which were permitted by the City on or before July 26, 2012, pursuant to City Code of Ordinances Chapter 26 (originally adopted September 10, 1998), or on or following July 27, 2012, pursuant to City Land Development Code Section 3.05.00 (originally adopted July 26, 2012):

(1) For purposes of the application, it shall be presumed that the Mitigation Facilities when originally permitted met the requirements of City Code Chapter 26 or City LDC Section 3.05.00, as applicable.

(2) The application may be prepared and submitted by the owner of the subject property or an authorized representative of such owner and need not be prepared and submitted by a professional engineer.

(3) The application shall request that the City inspect the subject Mitigation Facilities and determine whether the Mitigation Facilities have (i) not been altered in any material way and (ii) have been maintained so as to continue to function

materially as originally designed. If both conditions are met, the application may be granted.

(4) In the event the City shall discover that the Mitigation Facilities as originally permitted did not meet the requirements of City Code Chapter 26 or City LDC Section 3.05.00, as applicable, when permitted, or do not at time of inspection meet all applicable City and State requirements, the application shall be denied and the City shall be entitled to undertake appropriate enforcement remedies. In any appeal of the City's denial on the basis that the facilities did not meet the requirements of City Code Chapter 26 or City LDC Section 3.05.00, as applicable, when permitted, the burden of proof on that sole issue shall be on the City. The burden of proof of all other issues shall be on the applicant.

**SECTION 8. REPEAL OF INCONSISTENT RESOLUTIONS.** Any resolutions or parts thereof in conflict herewith are hereby superseded and repealed to the extent of such conflict.

**SECTION 9. EFFECTIVE DATE.** This Annual Assessment Resolution shall take effect immediately upon its passage and adoption.

PASSED, ADOPTED AND APPROVED THIS 13th day of September, 2018.

**CITY COUNCIL OF PANAMA CITY BEACH**

---

Mike Thomas, Mayor

Resolution 18-126  
2018-2019 Stormwater  
Page 17 of 18

AGENDA ITEM #

2

(SEAL)

Attest:

By: \_\_\_\_\_  
Jo Smith, City Clerk

**REGULAR  
ITEM 3**





# CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

**1. DEPARTMENT MAKING REQUEST/NAME:**

Admin/Planning Department

**2. MEETING DATE:**

September 13, 2018

**3. REQUESTED MOTION/ACTION:**

Appoint Four Planning Board members and One Civil Service Board member for terms beginning October 1.

**4. AGENDA**

PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

**5. IS THIS ITEM BUDGETED (IF APPLICABLE)?** Yes  No  N/A   
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED Yes  No  N/A

**6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)**

The Planning Board consists of seven members, with four members' terms expiring 9/30/18.

Ed Benjamin	expires 9/30/18	David Scruggs	9/30/18
Ron Dowgul	expires 9/30/18 (did not reapply)	Felicia Cook	9/30/18 (did not reapply)
Mark Sheldon	expires 9/30/20	Paul Turner	9/30/20
Josh Wakstein	expires 9/30/20		

Applicants for the four seats:

Ed Benjamin, Matthew Bush, Mark Caron, Patrick Hodges, Jason Morehouse, Steve Pozil, and David Scruggs.

Planning Board Chair will be appointed by the City Council at the October 11 meeting.

The Civil Service Board consists of five members, with three having their term expire 9/30/18. Of the three expiring terms, one member is appointed by the City employees, one member is appointed by the Civil Service Board and the third member is appointed by the City Council. Ms Swartout did not reapply.

Bill Montfort (5th member)	expires 9/30/18
Michael Jarman	expires 9/30/19
Debbie McCormick	expires 9/30/19
Sherry Swartout (Council)	expires 9/30/18
Mark Neitzel (Employees)	expires 9/30/18

Applicants for the expiring Council seat:

John Reichard and James Turner

Ballots available for Council use in selecting members.

# CIVIL SERVICE BOARD APPLICANTS

AGENDA ITEM # 3A

# BALLOT

**Council selection for Civil Service Board member, filling one seat. Term will run through September, 2020.**

**JOHN REICHARD  
JAMES TURNER**

---

**Choice:**

---

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**Signature**

**9/13/18**

AGENDA ITEM #

3A



COMMITTEE VOLUNTEER  
CIVIL SERVICE BOARD APPLICATION  
PLEASE PRINT

NAME: JOHN Reichard

HOME ADDRESS: 11757 Front Beach Rd. Unit L-607 PCBeach, FL 32417

MAILING ADDRESS: P.O. Box 9039 PCBeach, FL 32417

Home Phone: — Business Phone: — Cell: 850 774-7500

How is it best to contact you during the day? —

E-mail Address: johnre@earthlink.net Fax Number: —

Are you a registered voter in Bay County? Yes  No

Do you currently hold an elected or appointed public office? Yes  No

If yes, which one(s)? —

Do you have any relatives employed or contracted by the City of Panama City Beach or Bay County?  
If yes, please explain: NO

The Civil Service Board meets the 1<sup>st</sup> Wednesday of the month at 12:00 P.M. They also meet as needed in a Workshop at 12 P.M. the Tuesday the week before the regular meeting.

I have read and understood Section 112.313, Florida Statutes, setting forth the standards of conduct for public officials and hereby affirm my eligibility to serve on the Civil Service Board in a voluntary capacity. See attached.

John Reichard  
Signature of Applicant

August 27, 2018  
Date

\*\*\*\*\*  
Please return the completed form to Jo Smith, at the City Manager's office in person, via email to [jsmith@pcbgo.com](mailto:jsmith@pcbgo.com) or via fax at (850) 233-5108. **Closing Date for applications is August 31, 2018, at Noon.** Council will make their choices 9/13/18 at their 6 P.M. meeting.

Any questions, please phone 233-5100 and ask for Jo; or email [jsmith@pcbgo.com](mailto:jsmith@pcbgo.com).

**Note: You must be a City resident to apply for the position.**

**When returning application, please attach a resume.**

RECEIVED  
AUG 31 2018  
IN OFFICE OF MAYOR  
CITY MANAGER  
AGENDA ITEM # 3A

## JOHN REICHARD

- 1963-1966 WBTV in Charlotte, NC. Television production.
- 1964-1966 USAF/NC Air National Guard, active and reserve duty.
- 1967-1969 WBT Radio, Charlotte, as sales account executive.
- 1969-1971 Local Sales Manager, WBT Radio, Charlotte.  
Freelance TV production for CBS 60 Minutes
- 1971-1975 General Sales & Promotion Manager, Jefferson Productions, Charlotte. National Sales Manager offering television production services. Clients included Ford, Boston POPS, First Union Bank, Coca Cola Company, Post Cereals, Dow Chemical, Orkin, Pabst Beer, CBS Sports, Masters Golf Tournament, ABC, NBC, Dick Cavett.
- 1975-1990 President/ Co-Owner/CEO, Jayan Film Productions, Atlanta, producing regional and national television commercials. Also offering post film productions of editing, sound mixing, and finishing . Clients – Kellogg’s, Ford, Andersen Windows & Doors, Tylenol, Trane Heat/Air, NAPA, Coca-Cola, KFC, McDonald’s, Bank of America, Delta Air Lines.
- 1990-1992 1.5 years full-time volunteer for CARE, the international relief and development agency, traveling world-wide in the interest of the developing 3<sup>rd</sup> world countries. Head of CARE fund raising for State of Florida.
- 1986-1990: President of the Southeast US CARE Advisory Board.
- 1992-2008 Established a consulting business in Atlanta in the film production and related services business.  
Worked with advertising consulting firm Atlanta/Dallas/Miami. Clients included Chrysler, American Air Lines, AT&T, Nissan North America.
- 1998-2010 Licensed Real Estate Agent in Florida.
- 2008-2009 Served the City of Panama City Beach on the Planning Board.
- 2010-2018 Served two terms as Panama City Beach City Councilman including two years as Vice Mayor.
- Presently Serve as Co -Team Leader, Soldiers’ Angels, Inc./NW Florida, President Edgewater Beach Resort HOA (Leeward-Windward Section). Member for 30 years.
- 1963 Graduated Harding High School, Charlotte.
- 1975 Young Executives Institute (YEI) of the School of Business, University of North Carolina.
- 1975-1977 Elected Board of Directors, YEI, University of North Carolina School of Business.
- 1982-1990 Guest lecturer/instructor at Emory and Georgia State Universities.



1977-1990 Supervised interns from Georgia State and Georgia Universities.

#### Charities and Civic Endeavors I Have Served

1963-1975: United Way, March of Dimes, Public Schools of Charlotte, Billy Graham Crusade, Christ Presbyterian Church, US Air Force/Air National Guard, Boys Town.

1975-1990: National Endowment for the Arts, Atlanta Chamber of Commerce, National Arthritis Foundation, Christian's Children's Fund, Atlanta Coalition for the Homeless, United Way, Atlanta Urban Design Commission, CARE, Atlanta Ballet, Atlanta Committee for the 1996 Olympics, Fox Theatre-Atlanta.

1990-Present: CARE, Soldiers' Angels-NW Florida Brigade, Angel House Bereavement Center, Patriot Guard Riders, Martin Theatre, Miracle League, City of Panama City Beach, American Legion Post 392, Panama City Pops Orchestra, Warrior Beach Retreat, Covenant Hospice, Sims Veterans Home, Warrior Watch Riders, PCB Senior Center, Seasons of Hope, Beach Chamber of Commerce, Numerous funds to help individuals in need.

#### Honors, Career & Personal:

CLIO Award (Equivalent to Oscar in the TV ad division) (Jayan Films)

CLIO International Awards finalist numerous times (Jayan Films)

New York Art Directors Club, numerous gold and silver awards (Jayan Films)

Atlanta Ad Club Best of Show (Jayan Films)

AD Week Magazine S.E. Executive Producer of the Year

12 Year Member & One term Co-Chair, Georgia Film Office, appointed by two governors

Recipient twice of Crystal Eagle National Award, Soldiers' Angels

Elected as City Councilman, Panama City Beach

Member, American Legion Post 392

National Vice President, Association of Independent Commercial Producers (AICP)

Co-Founder and President, Southeast AICP chapter.

Being a citizen of the United States of America

#### Contact Information:

John Reichard (References upon request)

Home – 11757 Front Beach Rd. Unit L-607, PC Beach, FL 32407

Mailing- PO Box 9039, PC Beach, FL 32417

Email - [johnare@earthlink.net](mailto:johnare@earthlink.net) Phone: 850-774-7500



COMMITTEE VOLUNTEER  
CIVIL SERVICE BOARD APPLICATION  
PLEASE PRINT

NAME: James Ryan Turner

HOME ADDRESS: 100 Cabana Cay Circle Unit #226

MAILING ADDRESS: same ↗

Home Phone: 229-733-3820 Business Phone: \_\_\_\_\_ Cell: 229-733-3820

How is it best to contact you during the day? cell

E-mail Address: jturner1988@hotmail.com Fax Number: \_\_\_\_\_

Are you a registered voter in Bay County? Yes  No   
Do you currently hold an elected or appointed public office? Yes  No   
If yes, which one(s)? \_\_\_\_\_

Do you have any relatives employed or contracted by the City of Panama City Beach or Bay County?  
If yes, please explain: No

The Civil Service Board meets the 1<sup>st</sup> Wednesday of the month at 12:00 P.M. They also meet as needed in a Workshop at 12 P.M. the Tuesday the week before the regular meeting.

I have read and understood Section 112.313, Florida Statutes, setting forth the standards of conduct for public officials and hereby affirm my eligibility to serve on the Civil Service Board in a voluntary capacity. See attached.

James Ryan Turner  
Signature of Applicant

08/21/2018  
Date

\*\*\*\*\*  
Please return the completed form to Jo Smith, at the City Manager's office in person, via email to jsmith@pcb.gov or via fax at (850) 233-5108. **Closing Date for applications is August 31, 2018, at Noon.** Council will make their choices 9/13/18 at their 6 P.M. meeting.

Any questions, please phone 233-5100 and ask for Jo; or email jsmith@pcb.gov.

**Note: You must be a City resident to apply for the position.**

**When returning application, please attach a resume.**

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AGENDA ITEM # 3A

IN OFFICE OF MAYOR & CITY MANAGER



James Turner  
100 Cabana Cay Circle  
Panama City Beach, Florida  
(229) 733-3820  
[jimturner1988@hotmail.com](mailto:jimturner1988@hotmail.com)

### Skills

- Superior customer service
- Exceptional teamwork
- Excels at problem solving
- Marketing with social media
- Microsoft Office programs
- Works well in both high and low intensity environments
- Works well under pressure
- Cash handling and point of sales systems
- Loading/unloading heavy boxes and equipment
- Quick to learn new concepts

### Work Experience

#### **Food And Beverage Supervisor**

Boardwalk Beach Resort and Convention Center  
9600 S Thomas Drive, Panama City Beach, FL 32408  
June 2018-Present

- Oversee and direct the setup of events per BEO (Banquet Event Order)
- Keep up to date inventory of all items pertaining to banquets
- Oversee functions and ensure staff is exceeding guests' expectations
- Use problem solving skills to handle any issues that may arise
- Ensure proper protocols are followed when selling alcoholic beverages
- Ensure that staff follows food safety protocols when preparing and transporting food
- Responsible for making sure ballroom and storage rooms are kept near
- Inspect all banquet equipment for defects and keep clean

#### **Kitchen Supervisor**

Lake Blackshear Resort and Golf Club  
2459 U.S. 280, Cordele, GA 31015  
January 2018-May 2018

- Responsibilities include supervising all kitchen staff, ensuring proper presentation of appetizers, entrees, and salads, along with rotation of all products and keeping food cost at a minimum.



- Performed initial screening of applicants at corporate job fair
- Inventory control
- Food cost tracking
- Ordering of necessary items for restaurant

**Banquets/Line Cook/Expeditor**

Lake Blackshear Resort and Golf Club

2459 U.S. 280, Cordele, GA 31015

March 2016-Current

- Worked at Marina, Housekeeping, Banquet/Special Events, and Kitchen
- Marina responsibilities include ensuring boater safety instructions are comprehended by all renters, maintaining cleanliness of all boats, using strategies of suggestive sales with guests, and using proper safety protocols while fueling boats
- Housekeeping responsibilities include maintaining cleanliness of all villas, cabins, and the lodge, assisting maids with stripping rooms of soiled linens and trash, and making park deliveries by means of golf cart
- Banquet/Special event responsibilities include setup for all special events, waiting tables, maintaining satisfaction of all guests, preparing decorative arrangements, and running food
- Kitchen responsibilities include preparing appetizers, salads, and entrees in a timely fashion, while ensuring proper presentation.
- Special skills obtained from jobs include customer service, time management, and prompt service

**Rock Wall Associate**

Darton State College

2400 Gillionville RD, Albany, GA 31707

August 2012-August 2013

- Responsibilities included maintaining the gym, keeping all climbers safe, ensuring the happiness of all birthday party children, and demonstrating proper climbing technique
- Special skills obtained from experience at this job include working under pressure, multi-tasking, and emergency first-aid
- Learned efficient maneuvers for belaying climbers

**Wrestling Instructor's Assistant**

Darton State College

2400 Gillionville RD, Albany, GA 31707

August 2012-January 2013

- Responsibilities included aiding the coach, maintaining cleanliness of gymnasium, and keeping wrestlers hydrated

- Special skills gained from this included leadership, teamwork, and problem solving

### **Martial Arts Instructor**

-YMCA

1701 Gillionville RD, Albany, GA 31707

August 2002-August 2008

-Tony's Gym

623 N Westover BLVD, Albany, GA 31707

August 2008-March 2014

-Impact Sports & Fitness

2700 Dawson RD, Albany, GA 31707

March 2014-October 2014

- Responsibilities included teaching adults and children martial arts in a fun and family oriented environment
- Managed other instructors and ensured that they were following instructions and keeping all students safe
- Ordered necessary supplies for the Karate studio
- Tested students for belt ranking
- Prepared students for competition

### **Educational History**

- Sherwood Christian Academy 1994-2006  
-Honor Student
- Darton State College 2012-2014  
-Dual major in Business Administration and English  
-Dean's List Student
- Middle Georgia State University 2014-Current  
-Criminal Justice, Bachelors of Science  
-President's List Student

### **Non-Profit Experience and Certifications**

- Volunteer work at YMCA
- Volunteer work with Chehaw Park in Albany, GA
- Volunteer work with Heart of America charity for diabetes
- Class C Fuel Operator certification

# PLANNING BOARD APPLICANTS

# BALLOT

Council selections for four Planning Board members. 4 year terms will run through September, 2022.

- ED BENJAMIN (current member)
- MATTHEW BUSH
- MARK CARON
- PATRICK HODGES
- JASON MOREHOUSE
- STEVE POZIL
- DAVID SCRUGGS (current member)

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**4 Choices:**

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\_\_\_\_\_  
Signature

9/13/18

AGENDA ITEM # \_\_\_\_\_

*3B*



COMMITTEE VOLUNTEER  
PLANNING BOARD APPLICATION  
PLEASE PRINT

NAME: Ed BENJAMIN

HOME ADDRESS: 202 S. Wells ST

MAILING ADDRESS: PCB 32413

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_ Cell: 850-624-3800

How is it best to contact you during the day? \_\_\_\_\_ A

E-mail Address: MTSEPB@COMCAST-NT Fax Number: \_\_\_\_\_

Business Address: \_\_\_\_\_

Are you a registered voter of the City of Panama City Beach? Yes  No   
Do you hold a public office? Yes  No

At the present time, do you serve on any City Board, Commission or Committee? Yes  
If you, which one(s)? PB  
Which Board would you prefer? PB

Please provide, if desired, briefly your education and experience. \_\_\_\_\_

Planning Board meets monthly 2<sup>nd</sup> Monday, 2PM.

I have read and understood Section 112.313, Florida Statutes, setting forth the standards of conduct for public officials and hereby affirm my eligibility to serve on the Planning Board in a voluntary capacity. See attached.

Ed Benjamin Signature of Applicant 8/20/18 Date

\*\*\*\*\*  
Please return the completed form to Jo Smith, at the City Manager's office in person, via email to [jsmith@pcb.gov](mailto:jsmith@pcb.gov) or via fax at (850) 233-5108. Closing Date for applications August 31, 2018. Council will make their choices 9/13/18 at their 6 P.M. meeting.

Any questions, please phone 233-5100 and ask for Jo; or email [jsmith@pcb.gov](mailto:jsmith@pcb.gov).  
**NOTE: You must live within the City limits to be considered for the appointment.**

**PLEASE INCLUDE RESUME WITH APPLICATION.**

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AUG 20 2018  
AGENDA ITEM # 3/B  
IN OFFICE OF MAYOR & CITY MANAGER





COMMITTEE VOLUNTEER  
PLANNING BOARD APPLICATION  
PLEASE PRINT

NAME: Matthew T Bush

HOME ADDRESS: 170 Crane St. Panama City Bch, FL. 32413

MAILING ADDRESS: 170 Crane St. Panama City Bch, FL. 32413

Home Phone: 850-814-0688 Business Phone: 850-235-1519 Cell: 850-814-0688

How is it best to contact you during the day? Cell Phone 850-814-0688

E-mail Address: Bush.2008@yahoo.com Fax Number: 850-235-1976

Business Address: 13226 Front Beach Rd. Panama City Bch, FL. 32401

Are you a registered voter of the City of Panama City Beach? Yes  No   
Do you hold a public office? Yes  No

At the present time, do you serve on any City Board, Commission or Committee? NO

If you, which one(s)? N/A

Which Board would you prefer? Planning Board

Please provide, if desired, briefly your education and experience. Refer to Resume!

Planning Board meets monthly 2<sup>nd</sup> Monday, 2PM.

I have read and understood Section 112.313, Florida Statutes, setting forth the standards of conduct for public officials and hereby affirm my eligibility to serve on the Planning Board in a voluntary capacity. See attached.

[Signature]  
Signature of Applicant

8-12-18  
Date

\*\*\*\*\*

Please return the completed form to Jo Smith, at the City Manager's office in person, via email to [jsmith@pcb.gov](mailto:jsmith@pcb.gov) or via fax at (850) 233-5108. Closing Date for applications August 31, 2018. Council will make their choices 9/13/18 at their 6 P.M. meeting.

Any questions, please phone 233-5100 and ask for Jo; or email [jsmith@pcb.gov](mailto:jsmith@pcb.gov).

**NOTE: You must live within the City limits to be considered for the appointment.**

**PLEASE INCLUDE RESUME WITH APPLICATION.**

RECEIVED  
AUG 13 2018

AGENDA ITEM # 3B IN OFFICE OF MAYOR & CITY MANAGER

# MATTHEW BUSH

170 Crane St, Panama City Beach, FL 32413 | H: 850-814-0688 | C: 850-814-0688 | Bush.2008@yahoo.com

## SUMMARY

Results-oriented, strategic sales professional with 19 years in the rental industry and want to help an extremely fast growing Panama City Beach.

## SKILLS

- Budgeting
- Conflict resolution
- Business process improvement
- Project management
- Forecasting and planning
- Revenue development
- Cost-benefit analysis
- Social media marketing

## EXPERIENCE

### Co-owner/Manager

**Classic Rentals, Inc.** – Panama City Beach, FL

- Boosted company efficiency and customer satisfaction by streamlining processes deemed inefficient.
- Optimized roles at all levels, facilitated communication and adjusted culture to be more open and productive.
- Tracked, analyzed and interpreted trends in rental data.
- Communicated with customers, employees and other individuals to answer questions and explain information.

## EDUCATION AND TRAINING

- \*Graduated from A Crawford Mosley high school in 2003
- \*Studied at Gulf Coast State College towards my AA

## ACTIVITIES AND HONORS

- \*Member of the BBB





COMMITTEE VOLUNTEER  
PLANNING BOARD APPLICATION  
PLEASE PRINT

NAME: MARK CARON

HOME ADDRESS: 106 Sandalwood LN

MAILING ADDRESS: Panama City Beach, FL 32413

Home Phone: none Business Phone: 850 236-0852 Cell: 850-866-0720

How is it best to contact you during the day? cell phone

E-mail Address: mark@emeraldshores.com Fax Number: 850-236-0854

Business Address: 17545 Front Beach Rd, Unit 406 Panama City Beach, FL 32413

Are you a registered voter of the City of Panama City Beach? Yes X No       
Do you hold a public office? Yes      No X

At the present time, do you serve on any City Board, Commission or Committee? No  
If you, which one(s)?     

Which Board would you prefer? Planning Board

Please provide, if desired, briefly your education and experience. Please see Cover Letter and Resume

Planning Board meets monthly 2<sup>nd</sup> Monday, 2PM.

I have read and understood Section 112.313, Florida Statutes, setting forth the standards of conduct for public officials and hereby affirm my eligibility to serve on the Planning Board in a voluntary capacity. See attached.

Mark E. Caron  
Signature of Applicant

8/21/18  
Date

\*\*\*\*\*  
Please return the completed form to Jo Smith, at the City Manager's office in person, via email to [jsmith@pcb.gov](mailto:jsmith@pcb.gov) or via fax at (850) 233-5108. Closing Date for applications August 31, 2018. Council will make their choices 9/13/18 at their 6 P.M. meeting.

Any questions, please phone 233-5100 and ask for Jo; or email [jsmith@pcb.gov](mailto:jsmith@pcb.gov).  
**NOTE: You must live within the City limits to be considered for the appointment.**

**PLEASE INCLUDE RESUME WITH APPLICATION.**

RECEIVED  
AUG 28 2018  
IN OFFICE OF MAYOR & CITY MANAGER  
AGENDA ITEM # 3B



August 21<sup>st</sup>, 2018

City of Panama City Beach  
116 S. Arnold Road  
Panama City Beach, Florida 32413

Dear Panama City Beach Mayor, Council Members and Planning Board Members,

Please consider this letter of introduction and commitment as my official request to be considered for a position on the Panama City Beach Planning Board.

I have been a resident of Panama City Beach since 2006 and currently reside in Summerwood, with my wife Melanie and 8 year old grandson, Kain. Like many of our generation throughout this Country, we, as grandparents are raising our grandson. This is an important reason for my interest in volunteering my time and expertise in the future growth and planning for our beautiful geographical location. Our roots and commitment to Panama City Beach grow deeper with each birthday of our grandson.

Another equally, if not more important reason for my interest in becoming a member of our City's Planning Board is that I can provide a unique perspective in future planning, growth and related infrastructure/traffic planning not only as a resident, but also an employer in our valuable, revenue driven tourism industry.

In order to maintain the integrity of the "World's Most Beautiful Beaches", I strongly feel that integrating the best interests of both our residents and visitors should be considered in all future growth planning decisions.

I offer to our Community over 40 years of valuable strategic planning, prudent financial responsibility and a long term commitment to future generations that we make the right planning decisions now concerning the growth and welfare of Panama City Beach.

Thank you for considering my commitment and expertise for a position on our City's Planning Board.

Sincerely,



Mark Caron

**STRENGTHS: -Strategic Long Term Planning  
-Prudent Financial Responsibility  
-Creative Solutions for Complex Issues  
-CMCA©, AMS™, PCAM**

**Professional Experience:**

**Emerald Isle Resort and Condominium Association: General Manager 2009-Present Panama City Beach, FL.**  
**Wendwood Condominium Association: General Manager 2017-Present Panama City Beach, FL.**  
**Superior Association Management, LLC: Managing Partner 2016-2018 Panama City Beach, FL.**  
**Ocean Ritz Resort and Condominium Association: General Manager 2008-2013 Panama City Beach, FL.**  
**Pacific Rim Financial Group, Inc.: President-Financial Services/Estate Planning 2006-2008 Panama City Beach, FL.**  
**Lake County Leader Newspaper: Publisher 2004-2005 Polson/Kalispell/Missoula, Montana**  
**Pacific Rim Financial Group, Inc.: President-Financial Services/Investment 1988-2003 Seattle, WA.**  
**EF Hutton: Vice President: Branch Manager-Financial Services/Investments 1982-1987 Seattle, WA.**

**Professional and Community Leadership Positions:**

- **Co-Founder: Panama City Beach Condominium Association Managers Alliance, LLC**
- **Board President: Panama City Beach Condominium Association Managers Alliance, LLC**
- **Board of Directors: Summerwood Homeowners Association-Panama City Beach, FL.**
- **Board of Directors: Northwest Florida CAI-National Community Association Managers Organization**
- **Board of Directors: Polson, Montana Chamber of Commerce**

**Education; Florida and National Licensing:**

- **Mariner High School, Everett, WA.- Honours Graduate**
- **Washington State University, Pullman, WA.-Bachelor of Arts-Communications; Honours Program**
- **Professional Community Association Manager-National License (PCAM)**
- **Certified Manager of Community Associations-National License (CMCA)**
- **Association Management Specialist-Facilities Management-National License (AMS)**
- **Florida Community Association Manager-State License (CAM)**
- **Florida Insurance License-State License**

**Professional Recognitions and Achievements:**

- **Tripadvisor.com: Certificate of Excellence Award; Emerald Isle Resort- 6 consecutive years (2013-2018)**
- **Tripadvisor.com: Hall of Fame Award-Emerald Isle Resort (2018)**
- **Prepared, Supervised and Scheduled Emerald Isle \$900,000 Building Renovation Project-Under Budget**



August 20, 2018

Mayor Thomas, City Manager Gisbert, City Council, and Planning Board,

Mark Caron has submitted his application to be considered for a position on the Panama City Beach Planning Board. I have known and worked with Mark for over 10 years and am honored to offer this letter of recommendation for this position.

As a Condominium Association Manager, I have always known Mark to be of high integrity, innovative, proactive and provide sound financial planning and execution of annual budgets for the Association.

Mark's longevity as a CAM on our beautiful beach gives him the experience and insight to be a very effective member of the Planning Board. He is a family man that truly cares about our community and its' future success.

Thank you in advance for your consideration for Mark Caron for this position.

Sincerely,



Cil Schnitker

WOW! Business Sales Manager

AGENDA ITEM # 3B

August 21, 2018

To: City of Panama City Beach Florida Planning Board

Re: Consideration of Mark Caron for City of Panama City Beach Florida Planning Board

Dear Planning Board Members,

It is my great honor to write this letter of recommendation for my friend Mark Caron in his consideration to become a member of the City of Panama City Beach Florida Planning Board. Mark would be a tremendous asset to the board as you all take on the very important task of planning for the incredible growth our community has been blessed with. Mark holds a tremendous amount of unique intangibles that I believe will be a great asset to the board.

Longevity: Mark not only has lived and worked in the heart of Panama City Beach for a number of years but he has been association manager for one of the largest condominium associations for over a decade. This is almost unheard of in today's times when community associations often turn over management at a rapid pace due to not having a strong management presence to unite the community in its common goals. Mark's success can be simplified into one phrase I have heard him say often... "Do the next right thing" for the association.

Planning/Organization: Mark has been successful by being very organized and working months ahead in planning and staffing. He always has a "Plan B" for issues or emergencies that might pop up on the property he manages. He uses his expertise and experience to bring innovative ideas to complete complex issues in his work and would bring this same expertise and experience to the planning board.

Leadership: Mark has great leadership capabilities not only in what he does in his profession but also what he does for Panama City Beach as a whole. Years ago he took the initiative to form the PCB Condominium Association Managers Alliance and was the first board president. This alliance has allowed many associations to solve problems and issues they may have been facing by having an organized group to communicate with to work together to find solutions. This alliance is still flourishing today.

Professionalism: Mark took the initiative to get his Professional Condominium Association Managers license. He's 1 of only 2750 "PCAMS" in the entire United States! This is a very distinct designation to hold.

Integrity: Most of all I believe Mark is a strong man of integrity. I define this simply as someone that does what is right... when no one is looking.

I hope the City of Panama City Beach Florida makes the wise choice to allow Mark Caron to serve on its Planning Board. He would be a great asset!

Sincerely,

Rob L. Tallent, CIC, Partner

Brown Insurance Services

AGENDA ITEM # 32

138 Midway Rd  
Lawrenceburg, TN 38464

August 24, 2018

City of Panama City Beach Planning Board  
Panama City Beach, FL 32413

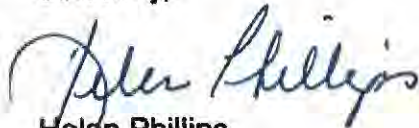
RE: Letter of recommendation for Planning Board seat, Mark Caron

To whom it may concern:

My name is Helen Phillips. I am a property owner in Panama City Beach, FL. I have had the distinct pleasure of knowing Mark Caron since early 2013. Over the years he has demonstrated his dedication to his family, employer and community. As a current Board Member on the Board of Directors at Emerald Isle Resort and Condominiums I have had to work very closely with Mark to make countless critical decisions in the best interest of our association. These decisions have encompassed financials, staffing, maintenance and building renovations to name a few. He is very conscientious, resourceful, creative and last, but not least, always wants to do the right thing. His longevity in the area adds to his knowledge base that is beneficial to the community when making future planning decisions.

In closing, it is my honor to personally recommend Mark Caron for the Planning Board seat. Thank you for your consideration.

Sincerely,



Helen Phillips  
931-619-0586





COMMITTEE VOLUNTEER PLANNING  
BOARD APPLICATION PLEASE PRINT

Name: Patrick K. Hodges

HOME ADDRESS: 216 Sands Street Panama City Beach, FL 32413

MAILING ADDRESS: PO BOX 14212 Panama City Beach, FL 32413

Home Phone: NA Business Phone: NA Mobile: **(850) 528-1925**

How is it best to contact you during the day? **Mobile phone, call, text or email**

E-mail Address: patrick@phlandstudio.com Fax Number: NA

Business Address: **PO Box 611052 Rosemary Beach, FL 32461**

Are you a registered Voter in the City of Panama City Beach? **YES**

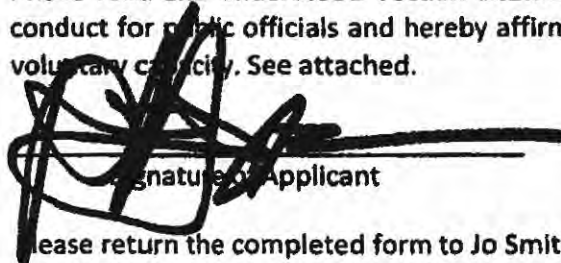
Do you hold a public office? **NO**

At the present time, do you serve on any City Board, Commission or Committee? **NO**

Please provide if desired briefly your education and experience: **Bachelor of Landscape Architecture, University of Florida College of Architecture – 1981 – Florida Registered Professional Landscape Architect since 1982 Self-Employed Professional Land Planning, Urban Design and Landscape Architectural Design Consultant since 1984**

**PLANNING BOARD MEETS MONTHLY, MONDAY 2PM**

I have read and understood Section 112.313, Florida Statutes, setting forth the standards of conduct for public officials and hereby affirm my eligibility to serve on the Planning Board in a voluntary capacity. See attached.

  
Signature of Applicant

8/20/18  
Date

Please return the completed form to Jo Smith, at the City Manager's office in person, via email to jsmith@pcb.gov.com or via fax at (850) 233-5108. Closing Date for applications August 31, 2018. Council will make their choices 9/13/18 at their 6 P.M. meeting.

Any questions, please phone 233-5100 and ask for Jo; or email jsmith@pcb.gov.com.

**NOTE: You must live within the City limits to be considered for the appointment.**

**PLEASE INCLUDE RESUME WITH APPLICATION** (please see attached).

RECEIVED

AUG 30 2018

IN OFFICE OF MAYOR  
& CITY MANAGER

AGENDA ITEM # 32

## résumé



### QUALIFICATIONS SUMMARY

Senior landscape architect and master planner with extensive experience in land development and professional design practice including but not limited to master planning, site and amenity design, marketing, scheduling, and budgeting for residential communities, mixed-use, resort, commercial, civic, educational and resource-based recreational developments. Skilled in all aspects of the land development and entitlement process, from initial site selection and due diligence; through acquisition, conceptual design, permitting, design development, construction, marketing and the delivery of finished product to the end-user. Hodges' diverse professional career spans more than thirty-five years with a proven track-record of leading professional teams through the development process to successful project completion. Design experience includes master planning for marina villages in Dubai, UAE and the master planning for a five-star beachfront resort hotel complex in the Seychelles, as well as, a contributing role in a Duany Plater-Zyberk (DPZ) design charrette for the new town of Camana Bay on Grand Cayman. Current projects and recent engagements include master planning and urban design for the ULI award-winning mixed-use town center (CollegeTown) for the Seminole Boosters, Inc. near The Florida State University, a 1,250-acre mixed-use community in Walton County, Florida, master planning and entitlements for an 1,100 acre mixed-use community in Niceville, Florida, a 700-acre Master Plan for the redevelopment of the former site of the Panama City Airport as a new bay front community, and master planning for a 1,000-acre county park on the Tensaw River in Baldwin County, Alabama. In addition, Hodges recently completed the design for a total renovation of the landscape and hardscape of the Florida State Capitol grounds creating a new Memorial Garden at the House of Representatives and a Commemorative Cultural-History Garden at the Senate Office Building. Hodges is currently engaged in a long-range Sector Plan with the Florida State University Real Estate Foundation for the future development of approximately 1,000 acres of FSU-controlled lands in the southwest quadrant of Tallahassee and Leon County, Florida.

### PROFESSIONAL HISTORY

**Founding Principal -The Patrick Hodges Land Studio – Tallahassee, Florida**  
January 2008 – Present

- Serve as the principal designer on all studio projects which range from master planning of large scale, mixed-use communities, public parks and coastal resorts to detailed landscape planting, site development and amenity design.
- Prepare comprehensive development feasibility analyses addressing entitlements, environmental features, land use and other regulatory requirements; assist with the preparation of financial pro forma.
- Conduct and assist in the due-diligence research and analysis for potential acquisitions on behalf of various developers, institutional clients and real estate professionals.
- Conduct design charrettes serving as the team leader and facilitator for multidisciplinary teams of consultants including architects, urban designers, civil engineers, transportation planners, biologists, market analysts, landscape architects, et al.

### THE PATRICK HODGES LAND STUDIO

PLANNING + URBAN DESIGN + LANDSCAPE ARCHITECTURE



**Patrick K. Hodges, ASLA**  
**Professional Landscape Architect**

**Vice President, Director of Design & Development**  
**Olson & Associates Real Estate Development, Inc. – Destin, Florida**  
January 2005 – January 2008

- Managed due-diligence research, environmental and land-use approvals throughout Florida including DRI, PUD and Development Order approvals.
- Performed site selection and preliminary layout, defined development programs, completed initial cost estimates, and facilitated pro-forma analyses for all new projects including residential, resort, commercial and mixed-use developments.
- Selected and directed all design consultant teams: architectural, civil engineering, surveying, traffic/transportation, environmental, interior design and landscape architectural.
- Interfaced with local and regional planning agencies, citizen groups, and elected officials, including owner representation at public hearings, presentations, press and public relations.
- Directed all in-house land planning, landscape architectural design, graphic design, copy writing, marketing-collateral production; directed and managed professional marketing consultants.
- Directed horizontal and vertical development on multiple projects including development infrastructure - water, sewer roads, drainage, trails, etc. as well as residential product, i.e. multifamily condos, townhouses, single family homes, hotels, mixed-use and commercial buildings.
- Served as member of senior management executive committee with COO, CFO and partners.

**Vice President, Director of Planning & Landscape Architecture**  
**Hatch Mott MacDonald – Tallahassee - Panama City Beach - Pensacola, Florida**  
May 2003 – January 2005

- Founded a successful new division within this global, multidisciplinary firm for its initial offering of professional land planning, urban design and landscape architectural services.
- Fostered existing client relationships and developed new business for the complementary disciplines of architecture, civil engineering, environmental engineering and surveying.
- Directed a team of design professionals including landscape architects, planners, urban designers, architects as well as other administrative and support staff. Managed multidisciplinary projects including architectural, civil, survey and environmental science disciplines.

**THE PATRICK HODGES LAND STUDIO**  
PLANNING + URBAN DESIGN + LANDSCAPE ARCHITECTURE

AGENDA ITEM #

36

**Patrick K. Hodges, ASLA**  
Professional Landscape Architect

**Founding Principal**  
**PHLA - Patrick Hodges Landscape Architecture, Inc.**  
**Tallahassee, Florida**  
1984 – 2003

- Master planned more than 60 projects for the four business units of the St. Joe Company: Arvida (Towns & Resorts), St. Joe Land Company, St. Joe Commercial and Conservation Lands 1998-2003.
- Collaborated on large-scale community master planning and landscape projects with nationally recognized Urban Planning and Design firms including DPZ, EDAW, EDSA, SASAKI, Raymond Jungles, Inc. and WRT.
- Completed more than 1,000 projects during the firm's 20-year history including master planning and multiple projects at Eglin AFB, Hurlburt Field, Pensacola NAS, Tyndall AFB and the Trident Submarine Base in St. Mary's Georgia.
- Negotiated the successful acquisition of the company and employment of all PHLA employees by the global consulting firm of Hatch Mott MacDonald in 2003.

**Landscape Architect & Urban Planner**  
**Barrett, Daffin & Carlan, Inc. - Architects Engineers Planners**  
**Tallahassee and Pensacola, Florida**  
1981-1984

- Served as the sole landscape architect/planner for this regional AEP firm on a broad range of public and private sector projects throughout northwest Florida and the southeastern United States.
- Diversity of project experience included master planning and detailed site design for military bases, university & college campuses, hotels, resorts, marinas, condominiums, commercial centers, professional office parks and single family communities.
- The BDC firm served as the engineers and surveyors of record for *Seaside* which afforded Hodges with design and planning experience on several of the first plats recorded for the now famous TND resort community located on Highway 30-A in South Walton County, Florida.

**Construction Manager**  
**Eugene Barnes & Associates Landscape Architects & Contractors**  
**Tampa, St. Petersburg and Sarasota, Florida**  
1976 – 1978

- Responsible for design implementation for this design-build firm, including scheduling, procurement of materials, staking & layout, personnel management and oversight of landscape installation for concurrent, multiple commercial, multifamily and resort projects.

**THE PATRICK HODGES LAND STUDIO**  
PLANNING + URBAN DESIGN + LANDSCAPE ARCHITECTURE



**Patrick K. Hodges, ASLA**  
Professional Landscape Architect

**Real Estate Sales Associate**  
**Deltona Corporation – Miami, Florida**  
1975-1976

- Sales associate based in northwest Florida for this well-known real estate development and home-building company which developed several, large-scale communities throughout Florida including Deltona, Springhill and Marco Island near Naples.
- Developed a successful targeted-marketing program by gaining approval from base commanders at Eglin AFB, Pensacola NAS, Hurlburt Field and Tyndall AFB to market directly to the military personnel.

**PERSONAL**

- Born in Panama City, Florida, on February 14, 1955
- Married to Mary Margaret Quisenberry on October 30, 1976
- Two children, Michael Parker Hodges born May 10, 1983 and Margaret Morrow Hodges born May 22, 1990

**THE PATRICK HODGES LAND STUDIO**  
PLANNING + URBAN DESIGN + LANDSCAPE ARCHITECTURE

AGENDA ITEM #

3B



COMMITTEE VOLUNTEER  
PLANNING BOARD APPLICATION  
PLEASE PRINT

NAME: Orille C. Morehouse (Jason)

HOME ADDRESS: 14203A Millcole Avenue Panama City Beach, FL 32413

MAILING ADDRESS: 14203A Millcole Avenue Panama City Beach, FL 32413

Home Phone: 334-294-6838 Business Phone: 850-636-2985 Cell: 334-294-6838

How is it best to contact you during the day? Cell Phone

E-mail Address: omorehouse@bbandt.com Fax Number: 850-234-7899

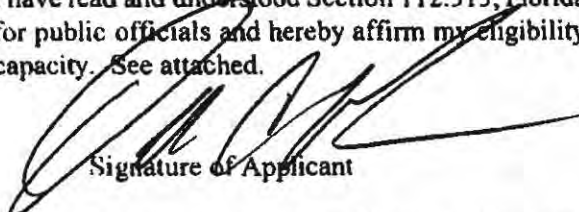
Business Address: 11400 Panama City Beach Pkwy. Panama City Beach, FL 32407

Are you a registered voter of the City of Panama City Beach? Yes  No  
Do you hold a public office? Yes No

At the present time, do you serve on any City Board, Commission or Committee? NO  
If you, which one(s)?  
Which Board would you prefer? The Planning Board

Please provide, if desired, briefly your education and experience. I have been a Banker for 28 years.  
I have worked in Equipment finance, retail, and Commercial Banking with various Banks. I have a degree in Finance from Troy University, I have completed Banking School at Wake Forest University, and have served on numerous non profit boards, etc.  
Plannin Board meets monthl 2<sup>nd</sup> Monda 2PM.

I have read and understood Section 112.313, Florida Statutes, setting forth the standards of conduct for public officials and hereby affirm my eligibility to serve on the Planning Board in a voluntary capacity. See attached.

  
Signature of Applicant

8/13/2018  
Date

\*\*\*\*\*

Please return the completed form to Jo Smith, at the City Manager's office in person, via email to smith.cb.ov.com or via fax at (850) 233-5108. Closing Date for applications August 31 2018. Council will make their choices 9/13/18 at their 6 P.M. meeting.

Any questions, please phone 233-5100 and ask for Jo; or email smith.cb.ov.com.

**NOTE: You must live within the City limits to be considered for the appointment.**

**PLEASE INCLUDE RESUME WITH APPLICATION.**

RECEIVED  
AUG 13 2018  
AGENDA ITEM # 3B  
IN OFFICE OF MAYOR & CITY MANAGER

## JASON MOREHOUSE

14203A Millcole Avenue Panama City Beach, FL 32413

Cell 334-294-6838

[caleboc73@gmail.com](mailto:caleboc73@gmail.com)

### Vice President/Commercial Banking

**Accomplished professional with proven ability to deliver revenue and profit growth in the banking sector.** Combines financial expertise, management skills, and extensive banking knowledge, to develop business, build long term relationships, improve processes, and identify business opportunities. Known for the ability to create strategic, business-oriented plans to build strong relationships with businesses, commercial and retail clients, management, and employees.

#### *Areas of expertise include:*

- Business Development
- Relationship Management
- Credit Analysis
- Portfolio Management
- Property Tax Management
- Bankruptcy and Foreclosures
- Customer-Focused Strategies
- Cost Controls & Efficiency Improvements
- Revenue and Profit Growth
- Budget Preparation
- Commercial Insurance
- Team Leadership and Development

### PROFESSIONAL EXPERIENCE

BB&T Bank, Panama City Beach, FL.  
VP/Commercial Banking

2016- Current

Serve as senior banking officer in respective community and as market leader responsible for coordination and promotion of BB&T's image within community. Responsible for management and optimization of all commercial banking functions within defined market area. This includes, but is not limited to, the administration of the commercial loan portfolio, commercial deposit acquisitions, development of existing business clients, acquisition of new clients, delivery of fee-based revenue services, and integration of retail and commercial lines of business. Act as primary integrator of these various functions.

Identify, solicit, develop, manage, service, and expand business relationships in an assigned market under the Consultative Relationship Management Process. Offer a full range of loan, deposit, and non-interest income services to existing and prospective business clients. Refer business and personal financial needs of business clients through the appropriate channel according to Integrated Relationship Management (IRM).

BB&T Bank, Panama City Beach, FL.  
VP/Market Leader V

2015-2016

Responsible for overall balanced performance of multiple assigned branches (the "cluster") with emphasis on lending, deposit acquisition and non-interest income generation for consumer and small business segments. Proactively initiate, develop, and manage long-term, profitable relationships with consumer and small business clients. Deliver superior quality service in person or by phone such that client needs are met on a consistent, positive basis. Provide general supervision of cluster with focus on sales efforts. Support operational risk management of the cluster.



BB&T Bank, Montgomery, AL

2014-2015

**VP/Small Business Development Officer III**

Identify, solicit, develop, and expand business relationships in an assigned market under the Consultative Relationship Management process. Offer a full range of loan, deposit, and non-interest income services to existing and prospective business clients. Refer business and personal financial needs of business clients to Market Leaders and Small Business Specialists, as appropriate.

Aggressively call on potential and existing clients to develop full, long-term relationships with BB&T.

successfully execute the BB&T Decathlon Sales Process and the Consultative Sales and Retention Process.

Consistently meet established calling and referral targets.

Make proactive daily contact with clients and prospects either by phone or in-person to identify additional client financial needs, initiate client relationships, and attract and retain new client households. Pre-schedule and prepare for all planned, purposeful calls.

Deliver the Perfect Client Experience (PCE) in all interactions with clients, prospects and centers of influence.

Ensure small business banking relationships are fully developed, including specific efforts to serve the retail banking needs of the clients' owners/management/associates.

Monitor, maintain and update sales activity, pipeline, and other pertinent information using the Bank's contact management system.

Establish strong relationships with branches supported in order to provide excellent client service, including fast and easy fulfillment and servicing of products.

Keep abreast of changing business and economic developments within banking in general

BB&T Bank, Montgomery, AL

2012 - 2014

**AVP/Market Leader IV**

Responsible for sales management within multiple financial centers. Initiate, direct, and participate heavily in outside small business client development and in-house marketing programs. Through prospecting efforts provide additional solutions that expand existing household relationships. I am responsible for retail and small business loan performance within multiple branches pertaining to growth, profitability, and quality. Responsible for balanced growth, servicing and profitability of the banks deposit products. I proactively and aggressively market non-credit services such as payment solutions, insurance, merchant, private banking, investments, and payroll, etc. I provide quality leadership, encouragement, and guidance to all members of the branch sales team to ensure maximum performance and attainment of personal goals and improvement plans, while ensuring clients receive superior client service quality.

- Produced loans consisting of small business, small commercial, residential and equity lines of credit.
- Responsible for the growth of deposits, new households, non-interest income, with proactive marketing of investment services, merchant, wealth, loan fee income, and mortgage revenue
- Responsible for the reduction in discretionary expenses, for the financial centers

WELLS FARGO BANK, Montgomery, AL

2010 - 2012

**Store Manager II**

Hired to manage the day to day operations of the financial center. Manage all retail sales and service functions. Creates, trains, and coaches a successful sales team through the development of staff. Develops and administers budgets, business development goals and objectives, staffing models, schedules, and performance standards. Extensive experience developing strategic partnerships. Excellent leadership and motivational skills.

Continuously exceeds targeted monthly sales goals. Proven leadership in meeting store and individual goals along with customer service goals.

- Currently ranked 1<sup>st</sup> in district in Small business production
- Consistently finishes over 100% in sales quarterly
- Successfully lead team in Jump into January at 133% to goal
- Produces more off-sites on a consistent basis than any other team in the Montgomery market.
- Successfully turned operations around and passed the current years S.O.C.R. with an acceptable rating after the previous years S.O.C.R. was failed by previous leadership.

RBC BANK, Montgomery, AL

2007 - 2010

**Senior Relationship Manager**

Responsible for business development while minimizing operating risks/losses. Manage the banking centers portfolio of key business clients to attract, retain, and expand relationships.

Execute sales and market management activities focusing on building relationships and managing small business clients.

- Developed plans to create new business. Grew existing portfolio over 15%
- Responsible for loan request of \$100,000 to \$2.5mm
- Identify and market non-credit services by partnering with Financial Services Specialists in sales meetings, client and prospect calls, and developing and delivery of custom solutions.
- Established new annual loan growth of 4.1mm in loans, and over 3mm in new deposits.
- YTD loan growth at 6.2mm and deposits of 5.3mm
- Effectively control cost and increase fee income
- Develop sales plans for target industries
- Conduct seminars and presentations for employers

## PROFESSIONAL EXPERIENCE

REGIONS EQUIPMENT FINANCE, Montgomery, AL

1997 - 2007

### Lease Officer/Asset Manager

Promoted to lead a team of eight direct reports and develop an asset management program in order to increase revenue on returns from sales of off lease equipment, establish residual values on new and used equipment, develop a collections strategy in order to reduce delinquencies and decrease default rates. Established policies and guidelines for leased collateral positions and recommend cost controls and return provisions. Oversaw a \$900 million portfolio of leased assets for asset management, collections, insurance administration, and property tax administration. Responsible for establishing Small Ticket Lease Program. Specialized in deals less than 2mm, negotiated lease terms for all equipment and over the road tractors in fleets of ten or more.

- Established and asset management plan that increased gains on sale of equipment from 350k per year average to 3.4 million per year average, which equates to 900% increase.
- Boosted income of the Commercial Leasing division by offering re-finance options for lessees that opted to purchase equipment off terminated leases.
- Successfully developed and implemented a residual matrix for new leased equipment under 1mm, currently updated and strengthened all return provisions used in leasing equipment.
- Performed certified appraisals and inspections for all commercial equipment.
- Made recommendations to business bankers for collateral positions and equipment valuations.
- Developed a comprehensive but aggressive collection strategy to reduce delinquencies, while managing expenses. Maintained a delinquency percentage under .01% of total portfolio.

## PROFESSIONAL EXPERIENCE

REGIONS FINANCIAL CORPORATION, Montgomery, AL

1996-1997

### Customer Service Leader

Managed a team of fifteen associates trained to resolve customer issues regarding accounts and services. Challenged to develop new sales initiatives and processes to increase revenue and increase efficiency of the new service center.

- Instrumental in development of a strategic plan to utilize customer calls as a tool for cross selling products and services.
- Created a comprehensive customer analysis to develop specific sales strategies to improve net sales.
- Instrumental in the development of policies and procedures effectively manage the customer service center.

REGIONS FINANCIAL CORPORATION, Montgomery, AL

1994-1996

### Recovery Officer

Hired to manage a multi-regional portfolio of charged-off commercial, retail, and revolving credit accounts. Developed workout strategies for commercial and retail debt, while coordinating litigation. Managed all aspects of the bankruptcy portfolio for charged-off loans.

- Implemented new processes that increased recoveries of charged off debt by 72%.
- Re-negotiated legal contracts to reduce collection cost for litigated accounts.
- Trained new recovery collectors in litigation procedures to reduce assignment of accounts to attorneys, which reduced legal cost.

## PROFESSIONAL EXPERIENCE

REGIONS FINANCIAL CORPORATION, Montgomery, AL 1991-1994

### Senior Retail Collector

Managed a multi-million dollar consumer delinquent portfolio and responsible for maintaining a delinquency percentage of less than 1%. Responsible for processes involved in tracking bankruptcies and repossessions. Trained a staff of 12 retail collectors in collection processes and regulations.

- Maintained a delinquency percentage of less than 1% of the collection portfolio
- Managed all repossessed assets and dispositions
- Perfected processes to maximize collection efforts and results.

### *Earlier Career:*

REGIONS FINANCIAL CORPORATION, Montgomery, AL

Vault Teller, Teller

## EDUCATION & ASSOCIATIONS

Bachelors of Science, Banking and Finance (Troy University)

BB&T Banking School (Wake Forest University)

Risk Management Association Lending Academy

Regions Financial Corp. Credit School

RBC Bank Leadership Academy

BB&T Bank Leadership Certification

Past Board President Sickle Cell Foundation of Montgomery

Past Ambassador Prattville Area Chamber of Commerce

Past Ambassador Montgomery Area Chamber of Commerce

Past Diplomat for Millbrook Chamber of Commerce

Leadership Pike Road

Chairman Panama City Beach Rotary Club

Ambassador Panama City Beach Chamber of Commerce

Ambassador Bay County Chamber of Commerce



312

COMMITTEE VOLUNTEER  
PLANNING BOARD APPLICATION  
PLEASE PRINT

NAME: STEVE POZZI

HOME ADDRESS: 104 BLUE SAGE RD PCB 32413

MAILING ADDRESS: SAME AS ABOVE

Home Phone: N/A Business Phone: N/A Cell: 336-880-4492

How is it best to contact you during the day? CELL

E-mail Address: SPOZZI@WOWWOW.COM Fax Number: N/A

Business Address: N/A

Are you a registered voter of the City of Panama City Beach? Yes  No   
Do you hold a public office? Yes  No

At the present time, do you serve on any City Board, Commission or Committee? NO

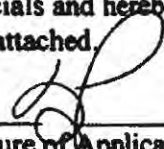
If you, which one(s)? N/A

Which Board would you prefer? \_\_\_\_\_

Please provide, if desired, briefly your education and experience. SEE RESUME

Planning Board meets monthly 2<sup>nd</sup> Monday, 2PM.

I have read and understood Section 112.313, Florida Statutes, setting forth the standards of conduct for public officials and hereby affirm my eligibility to serve on the Planning Board in a voluntary capacity. See attached.

  
\_\_\_\_\_  
Signature of Applicant

8/20/18  
\_\_\_\_\_  
Date

\*\*\*\*\*  
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**NOTE: You must live within the City limits to be considered for the appointment.**

**PLEASE INCLUDE RESUME WITH APPLICATION.**

RECEIVED

AUG 20 2018

IN OFFICE OF MAYOR  
& CITY MANAGER

AGENDA ITEM # 38

**STEPHEN (Steve) W. POZIL**  
108 Blue Sage Rd Panama City Beach Fl. 32413  
(C) 336-880-4496  
spozil@wowway.com

Senior level cable professional with more than thirty years of broad-based and progressively responsible experience in management and technical operations. Proven ability to work with senior and executive level management team to integrate technical functions within the overall business. Experience in high-growth operations and restructuring.

#### **AREAS OF EXPERTISE**

Operations Management • Organizational Development • Training and Development  
Staffing Requirements • Safety Management • FCC Testing • NCTA Requirements

#### **PROFESSIONAL EXPERIENCE**

##### **B&A Communications, LLC**

**2018 - Present**

##### **SVP of Operations – Corporate**

- Guides day to operations for the company
- Oversee Human Resources, Facilities, Production, Fleet, Purchasing and IT

##### **WOW! INTERNET CABLE AND PHONE,**

**2013 – 2018**

##### **Vice President of System Expansion - Corporate**

- Provide direction and guidance to the field for all facets of main line construction both residential and commercial.
- Created a mechanism for Sub Contractor's contracts and COI's to assure we are alerted in advance when a contract or COI is due. Built a tracking system for tracking all field activity both physical and fiduciary.
- Began bi-weekly cross functional calls to assure we are on track with each project we are working on.
- Standardized field related products i.e. active and passives electronics, pedestals, connectors, strand and hardware.
- Worked with purchasing to create blanket orders for the year for just in time shipment from the vendor to the system.
- Standardize and develop consistent baseline construction practices company wide.
- Developed and rolled out one SOW for the company. Implemented an NTP/PO process.

##### **Vice President and General Manager - Panama City and Pinellas Florida, Dothan Alabama, Augusta Georgia, Charleston South Carolina**

- Charged with integrating a newly acquired company into the WOW! Operating philosophy. Review and restructure the existing area operations to maximize operating efficiencies.
- Prepared and presented to the executive team the operations and cap ex budgets for 2014 area operations. YTD we are ahead of subscriber growth in both video and HSD subscribers.
- Oversaw and developed the internal management team as well as strategies that are adaptable to the customer and business needs within a highly competitive environment.
- Responsible for maintaining and growing the customer base.
- Accountable for the operation of Customer Service, Marketing, Technical Operations, Administrative and Commercial Development departments.
- Developed leaders and provide guidance to all of the employees within the three markets that are serviced. Maintain and build positive Government and community relations.
- Promoted strong cross-functional relationships assuring we are doing "whatever it takes one customer at a time" for our internal and external customers.

##### **COMCAST CABLE,**

**2010 – 2013**

##### **Director of Technical Operations Commercial Construction Atlanta, GA (Central Division)**

- Provided Technical oversight relating to Business Class Operations for the Central Division.
- Responsibilities included assuring consistency in process, the roll out of the Dedicated Tech program, oversight of Metro E, the rollout of EoHFC, all Business Services reporting and analysis as well as contractor relations for both Residential and Construction.

##### **Director of Field Operations Atlanta, GA (ATL Region)**

**2010 - 2011**

- Provide technical direction and guidance as a member of the Atlanta Technical team.
- Some of the duties associated with this position include a wide range of Operational assignments ranging from CPE field installation procedures to Plant Maintenance processes all in an effort to reduce the number of service calls coming into the call center thus reducing the number of truck rolls. Reviewing cross functionally all current processes validating there impact to the business and whether or not they are still serving a business need or need to be modified or automated to allow our customer facing personal to be more efficient as well as being more customer friendly. Prior to the processes being changed eliminated or implemented we

AGENDA ITEM # 30



make sure that field personal have been involved in the final review assuring we are doing the things that will provide a positive customer experience (internal or external), The overarching purpose of the team is to look at the current processes and procedures to assure they are still viable, if not work the process from the beginning to end documenting the new processes and having them mapped for consistency in implementation.

**TIME WARNER CABLE, Greensboro, NC**

**2007 – 2010**

**Director of Technical Operations**

- Provided technical direction for 300 + employees in a 370,000 customer market. Operation has 14,000 plant miles 24 hub sites. Implemented successful preventive maintenance program that reduced service calls by 7.5% in target area.
- Implemented "Whatever it takes, one customer at a time initiative" to reduce repeat service calls and service calls on installs.

**COMCAST CABLE,**

**2003 – 2007**

**Division Director of Technical Operations Atlanta, GA**

- Provided technical direction and guidance to three of the seven Regions within the Southern Division. These regions represent approximately 2.5 million customers.
- Overall responsibility for assuring that these regions are meeting or exceeding all technical standards and are working towards exceeding customer expectations.
- Recommended and provided direction to the regional tech ops groups to improve metrics to an acceptable range.
- Provided assistance to assure the proper resources and equipment are in place, so that there is a timely launch of advanced services at or under budget.
- Preparation and management of the capital budget as well as oversight of the technical operations expense budget and manpower for the Division. Communicate Corporate and Division initiatives throughout the regions. Work with vendors to achieve optimum product, pricing and support for the Division.

**General Manager Panama City, FL**

**2004 – 2006**

- Oversaw and developed strategies that are adaptable to the customer and business needs within a highly competitive environment. Responsible for maintaining and growing the customer base.
- Accountable for the operation of Customer Service, Marketing, Technical Operations, Administrative and Commercial Development departments.
- Developed leaders and provided guidance to all of the employees within the three markets that are serviced. Maintain and build positive Government and community relations.
- Promoted strong cross-functional relationships assuring we are doing "whatever it takes one customer at a time" for our internal and external customers.
- Continual review of the P/L to assure that expenses are reasonable and all spending is justified thus limiting any unforeseen fiduciary problems.

**Technical Operations Manager Panama City, FL**

**2003 – 2004**

Direct daily technical operations for 55,000+ subscribers in our Panama City and Dothan systems as well as providing leadership and guidance to 58 employees. These systems are of HFC architecture supporting both high speed internet and digital services. Prepare and manage capital and operations budgets totaling 3.5 million dollars. Direct construction, warehouse and converter control as well as the deployment of new technologies. Assure FCC proof of performance testing and CLI meet or exceed Company and Government standards.

**CHARTER COMMUNICATIONS, Davison, MI**

**2001- 2003**

**Engineering Manager**

Direct construction, warehouse and daily technical operations for 90,000 subscribers in multiple systems as well as provide guidance and support to 70+ employees. Directed the completion of 1,300 miles of plant being upgraded to 870 MHZ HFC architecture supporting both high-speed Data and digital services. Manage capital and operations budgets totaling 18 million dollars. Oversee FCC proof of performance testing, CLI and all new plant construction and activation.



**TIME WARNER CABLE,**  
**TIME WARNER CABLE, Columbia, SC**  
**Director of Operations Summerville SC**  
**Director of Technical Operations Columbia SC**  
**Technical Operations Manager Columbia SC**  
**Plant Manager Sumter SC**

1991 - 2001

Direct warehouse, construction, dispatch, and daily technical operations for 145,000+ subscribers in multiple systems as well as 120+ employees. These systems are of HFC architecture supporting both high speed online and digital services. Directed the preparation and deployment of VOD services. Prepare and manage capital and operations budgets totaling 40 million dollars. Maintain warehouse and converter inventories. Oversee FCC proof of performance testing, CLI and all new plant construction and activation.

\*Promoted twice in less than one year, reflecting quality and quantity of work.

**Technical Supervisor High Point, NC**

1997 - 1999

Supervised maintenance and service technicians, ensuring exceptional customer service to 28,000+ subscribers. Maintained technical operation of 600+ miles of plant. Oversaw upgrade to 750 mhz HFC involving both forward and return plant, as well as, deployment of home communication terminals.

**Service Maintenance Technician High Point, NC**

1991 - 1997

Maintained performance of cable system, including but not limited to, head end, conventional trunk run, and conventional & standby power supplies. Performed FCC proof of performance testing and assisted service technicians with troubleshooting.

**VISION CABLE, Kannapolis, NC**

1990 - 1991

**Lead Technician/ Supervisor**

Accountable for all facets of technical operations, including but not limited to, maintenance, service, head end, warehouse and dispatch. Supervised and evaluated technical staff of 12 employees. Performed head end wiring, channel changes, ad insertion and routine maintenance.

**TIME WARNER/ATC Greensboro, NC**

1981 - 1990

Held various positions Installation Supervisor, CLI Tech, Service Tech, Installer

#### EDUCATION

- \* Professional Customer Service Skills (TWC)
- \* Proof of Performance Testing (TWC)
- \* CIE Tech. 1 program
- \* Fundamentals of Supervision (PAI)
- \* Windows 95 (GTCC)
- \* Netscape Navigator (GTCC)
- \* DBDS Head end Maintenance (S. A.)
- \* Accounting/Finance (TWC/DBS)
- \* Interpersonal Management Skills (TWC)
- \* Pole Climbing & Ladder handling Skills (NTC)
- \* Magnavox Generic Equipment Seminar
- \* Performance Appraisals (PAI)
- \* PC Repair and Maintenance (GTCC)
- \* Siecor Fiber splicing training
- \* Contemporary Leadership (NTC)

#### AFFILIATIONS

SCTE member

1989 - Present

AGENDA ITEM #

36



COMMITTEE VOLUNTEER  
PLANNING BOARD APPLICATION  
PLEASE PRINT

NAME: DAVID SCHEMMS

HOME ADDRESS: 316 PALM BRIDGE ST PEB, FL 32413

MAILING ADDRESS: SAME

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_ Cell 850 541 6188

How is it best to contact you during the day? CELL

E-mail Address: DSCHMMS@STAVISIONPEERING.COM Fax Number: \_\_\_\_\_

Business Address: \_\_\_\_\_

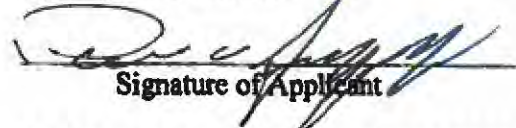
Are you a registered voter of the City of Panama City Beach? Yes  No \_\_\_\_\_  
Do you hold a public office? Yes \_\_\_\_\_ No

At the present time, do you serve on any City Board, Commission or Committee? YES  
If you, which one(s)? PLANNING  
Which Board would you prefer? PLANNING

Please provide, if desired, briefly your education and experience. CONTRACTOR, ARCHITECT, DEVELOPER, REAL ESTATE

Planning Board meets monthly 2<sup>nd</sup> Monday, 2PM.

I have read and understood Section 112.313, Florida Statutes, setting forth the standards of conduct for public officials and hereby affirm my eligibility to serve on the Planning Board in a voluntary capacity. See attached.

  
Signature of Applicant

8/14/18  
Date

\*\*\*\*\*

Please return the completed form to Jo Smith, at the City Manager's office in person, via email to [jsmith@pcb.gov](mailto:jsmith@pcb.gov) or via fax at (850) 233-5108. Closing Date for applications August 31, 2018. Council will make their choices 9/13/18 at their 6 P.M. meeting.

Any questions, please phone 233-5100 and ask for Jo; or email [jsmith@pcb.gov](mailto:jsmith@pcb.gov).

**NOTE: You must live within the City limits to be considered for the appointment.**

**PLEASE INCLUDE RESUME WITH APPLICATION.**

RECEIVED  
AGENDA ITEM # 32

IN OFFICE OF MAYOR  
& CITY MANAGER



# David A. Scruggs

## Contact

316 Bainbridge St.  
850.541.6188  
dscruggs@sdivisioneering.com

## Education

B.L.A., Landscape Architecture,  
Mississippi State University

## Certifications Past/Present

Landscape Architect, MS, AL  
Commercial Building  
Contractor License  
Mississippi Real Estate  
Florida Real Estate

## Professional Affiliations

### Past/Present

EDAA (Alabama)  
Bay County EDA Executive  
Committee (past member)  
Past Chair Enterprise Bay  
(EDA)  
Board Member Bay Education  
Foundation  
Panama City Pops Board  
Planning Board, PCB  
Bay Chamber of Commerce  
International Council of  
Shopping Centers (ICSC)  
Panama City Rotary Club  
Bay County Association of  
Realtors

## Personal

US Coast Guard Auxiliary  
Woodlawn United Methodist  
Church and Sanctuary Choir



## **Professional Experience**

Throughout a career of landscape architecture and land planning, construction and real estate development, David has developed a unique set of skills to assemble, motivate and manage multidiscipline teams of professionals as well as develop an understanding of the relationship nuances between clients, consultants and contractors. This experience has facilitated a successful track record designing, developing and constructing residential, commercial and industrial ventures for clients as well as my own account. This experience has helped me gain an intimate understanding of project components, the roles of team members, and the expertise to accurately plan, budget, and manage them to successful completion.

### ***ZHA, October 2017-Current***

ZHA is an Owner's Authorized Representative services firm offering project management, strategic planning and general consulting. Mr. Scruggs stepped in to fill a need as project manager in the Bay county area managing projects including PCB Capital Improvement Plan, PC City Hall and multiple projects at Northwest Florida Beaches International Airport.

### ***Strategic Development Advisors, March 2014-Current*** ***Principal***

SDA is tasked with providing full development and owner representation services to owners, developers, public and private partnerships. The expert affiliates of SDA provide, on a fee basis, an opportunity for a client to utilize this expertise as an extension of their own staff without the cost burdens associated with full time employees.

### ***Atkins North America (formerly PBS&J) 2007 to February 2014***

#### ***Vice President Design & Engineering***

As group manager for the civil and design team in Panama City Beach, David led a large staff of engineers, landscape architects and technicians managing multiple projects to meet clients', as well as the firm's, expectations. This required a daily hands on management approach to maintain schedules of in-house, as well as sub-consultants' performance and production all while meeting operational goals.

### ***The St. Joe Company - Panama City Beach, FL (10/2005-10/2007)***

#### ***Vice President Commercial Development***

As Vice President of Commercial development and managing the commercial development team, our responsibility was to entitle, design and develop St. Joe owned properties in the Bay and South Walton County area of the Florida panhandle. The purpose of this



process was to identify and entitle each property to achieve the highest and best use while meeting the branding and place-making goals of the company. My team designed and entitled over 40 properties for development including, big box developments, multi-family, out-parcels, mixed use town centers and shopping centers.

***Construction Plus, Inc.- Jackson, MS (11/1987-7/2005)***  
***President/CEO***

Managed all aspects of leading a single-source entity for design, construction and development of commercial and industrial projects including business development, design coordination, job costing and budgeting, value engineering, and client service. With a staff of eight permanent employees and up to two dozen construction tradesmen and craftsmen, we delivered projects on time and in budget. Projects ranged from build-to-suits, flex space developments, shopping center and office products, multiple high-rise interior construction continuing contracts, and heavy manufacturing.

***The Design Collective, PA - Jackson, Mississippi 1981-1987***  
***Principal, Site Development Group***

Principal-in-charge of the landscape architecture division of one of the state's largest A&E firms.

**REGULAR  
ITEM 4**



# CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

**1. DEPARTMENT MAKING REQUEST/NAME:**

Utilities Department - Al Shortt, Utilities Director

**2. MEETING DATE:**

September 13, 2018

**3. REQUESTED MOTION/ACTION:**

Approve new water and wastewater impact fee charges as recommended by the City's consultant, Public Resources Management Group.

**4. AGENDA**

PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

**5. IS THIS ITEM BUDGETED (IF APPLICABLE)?** YES  NO  N/A   
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED YES  NO  N/A

**6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)**

In May 2018, the city's rate consultant, Public Resources Management Group, completed a review of the water and wastewater impact fees that are charged by the City to support growth and development within its utility service area. PRMG made a public presentation concerning the proposed fees at the City Council meeting held on August 23, 2018. A digital copy of the fee study is also available for public inspection on the City website. Based on the results of the study, PRMG recommends reducing water impact fees from \$595 to \$557 per equivalent residential connection, and increasing wastewater impact fees from \$1,630 to \$2,989 per equivalent residential connection. It has been in excess of 18 years since the City last changed utility impact fees.

These fees are one-time charges collected by the City prior to approving permits for new plumbing fixtures. The impact fees are dedicated solely for funding capital needs related to growth and development within the City utilities service area. They cannot be used for labor, operational expenses or repairs/replacements of existing utility assets.

Legal staff has prepared the attached Ordinance 1467 implementing the impact fee changes. Staff recommends approval. If approved, this Ordinance will be scheduled for a public hearing and second reading. The proposed rate increases would not take effect until 90 days following final adoption.

ORDINANCE NO. 1467

AN ORDINANCE OF THE CITY OF PANAMA CITY BEACH, FLORIDA, AMENDING THE CITY'S CODE OF ORDINANCES RELATING TO UTILITIES; REDUCING WATER IMPACT FEES AND INCREASING SEWER IMPACT FEES ON LAND DEVELOPMENT IN THE CITY OF PANAMA CITY BEACH FOR THE PROVISION OF WATER AND WASTEWATER CAPITAL FACILITIES NECESSITATED BY NEW DEVELOPMENT; PROVIDING FOR SEVERABILITY; REPEALING ORDINANCES IN CONFLICT; AUTHORIZING CODIFICATION, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Article VIII, Section 2(b) of the Florida constitution and section 166.021, Florida statutes, grant the City of Panama City Beach broad home rule powers necessary to carry on municipal government; and

WHEREAS, section 163.3202(3), Florida Statutes, encourages the use of innovative land development regulations which include the use of impact fees to implement the goals, objectives and policies of a City's comprehensive plan; and

WHEREAS, in January 2000, the City adopted Ordinance 649, adopting utility impact fees in the City to equitably distribute the proportionate fair share of utility services on new developments within the City of Panama City Beach that create the need for such services, and thereby serve the health, safety and general welfare of the residents of the City of Panama City Beach; and

WHEREAS, in 2007, the City commissioned the consulting firm of Public Resources Management Group, Inc. to update the water and sewer impact fee study, but no formal action was proposed or taken to effect the increases recommended by the consultant at that time due to the economic downturn; and

WHEREAS, in 2017, the City again commissioned Public Resources Management Group, Inc. to update the water and sewer impact fee study based on updates to the City's Capital Improvements Plan for Utilities; and

WHEREAS, the City has received that study dated May 18, 2018, and entitled

Ordinance 1467  
Page 1 of 3

AGENDA ITEM #



Water and Wastewater Utility Impact Fee Study (the "Impact Fee Study"), and a presentation on same at a public meeting on August 23, 2018; and

WHEREAS, the Panama City Beach City Council has accepted the rationale, analysis, findings, and all other aspects of the Impact Fee Study, and hereby incorporates the study in this ordinance as if set forth in full.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PANAMA CITY BEACH:

SECTION 1. From and after the effective date of this ordinance Section 23-23 of the Code of Ordinances of the City of Panama City Beach, related to Utility Impact Fees are amended to read as follows (new text **bold and underlined**, deleted text ~~struckthrough~~):

**Sec. 23-23. - Determination of Impact Fees.**

(a) The impact fee shall be calculated by first determining the fixture value for each plumbing fixture to be connected, according to the table set forth in [Section 23-24](#), and then by dividing the sum of all such fixture values by a constant of sixty (60) for a water connection and by a constant of thirty-six (36) for a sewer connection. The resulting quotient shall then be multiplied by the impact fee hereinafter fixed for one (1) equivalent residential water or sewer connection, as appropriate, to determine the amount of the impact fee due.

(b) The impact fee for one equivalent residential water or sewer connection shall be **Five Hundred Fifty Seven Ninety-Five Dollars (\$557.00)** ~~(\$595.00)~~ for a water connection and **Two Thousand Nine Hundred Eighty Nine Dollars (\$2,989.00)** ~~One Thousand Six Hundred Thirty Dollars (\$1,630.00)~~ for a sewer connection. In addition thereto, a surcharge of twenty-five (25) percent shall be charged for each connection outside the boundaries of the City.

SECTION 2. All ordinances or parts of ordinances in conflict herewith are repealed to the extent of such conflict.

SECTION 3. The appropriate officers and agents of the City are authorized

and directed to codify, include and publish in electronic format the provisions of this Ordinance within the Panama City Beach Code, and unless a contrary ordinance is adopted within ninety (90) days following such publication, the codification of this Ordinance shall become the final and official record of the matters herein ordained. Section numbers may be assigned and changed whenever necessary or convenient.

SECTION 4. This Ordinance shall take effect ninety (90) days after its passage.

PASSED, APPROVED AND ADOPTED at the regular meeting of the City Council of the City of Panama City Beach, Florida, this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

EXAMINED AND APPROVED by me this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
MAYOR

Published in the \_\_\_\_\_ on the \_\_\_\_ day of \_\_\_\_\_, 2018.

**REGULAR  
ITEM 5**





# CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

**1. DEPARTMENT MAKING REQUEST/NAME:**

Utilities Department - Al Shortt, Utilities Director

**2. MEETING DATE:**

September 13, 2018

**3. REQUESTED MOTION/ACTION:**

Approve a 2% sewer and reclaimed water rate increase for the upcoming fiscal year starting October 1, 2018.

**4. AGENDA**

PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

**5. IS THIS ITEM BUDGETED (IF APPLICABLE)?** YES  NO  N/A   
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED YES  NO  N/A

**6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)**

In August 2016, the city's rate consultant, Public Resources Management Group, completed a utility rate analysis and made recommendations for the following five (5) fiscal years. A digital copy of the rate analysis is available for public inspection on the City's website. In accordance with the study recommendations, no increases were implemented for fiscal year 2016/2017. Rates were increased 1% for potable water and 2% for sewer and reclaimed water for the current fiscal year. We are approaching the 3rd year of the study period and PRMG recommends no increase in potable water rates and a 2% increase in sewer and reclaimed water rates for the upcoming fiscal year beginning October 1. Legal staff has prepared the attached Ordinance 1468 implementing the increases. Notices of the proposed rate increases were included on water bills and mailed to all customers as required.

Also attached for your information are three spreadsheets and graphs which offer a comparison of the City's current and proposed water/sewer rates with other municipalities in Bay County. The dark blue bar in the graphs represents the City's current rates and the adjacent light blue bar represents the rates if the increase is approved. Even with the proposed rates, the combined water and sewer charges for a single family home in Panama City Beach are significantly lower than the amount charged by the other municipalities within the County.

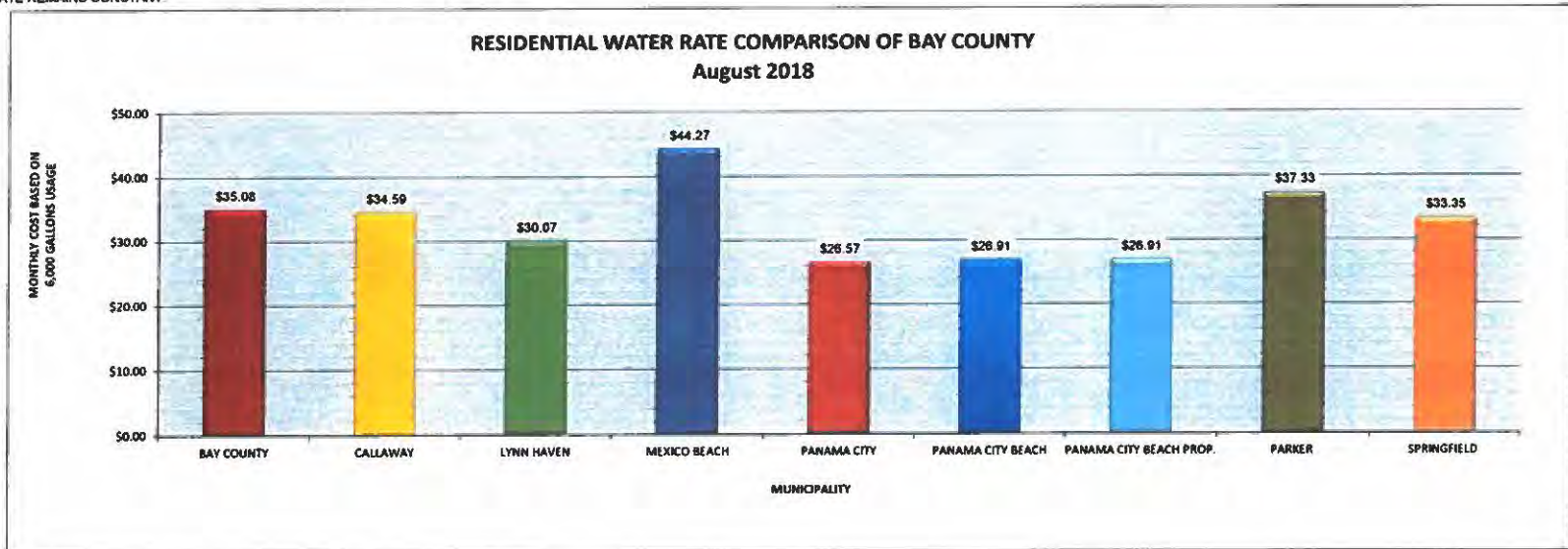
Staff recommends approval of Ordinance 1468. Implementation of routine moderate rate adjustments allows the utility system to remain financially solvent, provide quality service and meet or exceed environmental regulations.



**RESIDENTIAL WATER RATE COMPARISON**  
**BAY COUNTY UTILITY SYSTEMS**  
 August 2018

SYSTEM NAME	MINIMUM BILL		BLOCK 1 RATE PER 1000 GAL	BLOCK 1 LIMIT	BLOCK 2 RATE PER 1000 GAL	BLOCK 2 LIMIT	BLOCK 3 RATE PER 1000 GAL	BLOCK 3 LIMIT	BLOCK 4 RATE PER 1000 GAL	BLOCK 4 LIMIT	COST FOR # OF GALLONS											WATER RATE STRUCT	
	\$/BILL	GAL INCL									1,000	2,000	3,000	4,000	5,000	6,000	7,000	8,000	9,000	10,000	11,000		12,000
BAY COUNTY	\$20.08	0	\$2.37	3,000	\$2.63	6,000	\$3.28	9,000	\$3.93	100,000	\$22.45	\$24.82	\$27.19	\$29.82	\$32.45	\$35.08	\$38.37	\$41.66	\$44.95	\$48.86	\$52.81	\$56.74	INV
CALLAWAY	\$11.37	0	\$3.87	100,000							\$15.24	\$19.11	\$22.98	\$28.85	\$30.72	\$34.59	\$38.46	\$42.33	\$46.20	\$50.07	\$53.94	\$57.81	FLAT
LYNN HAVEN	\$9.43	0	\$3.44	100,000							\$12.87	\$16.31	\$19.75	\$23.19	\$26.63	\$30.07	\$33.51	\$36.95	\$40.39	\$43.83	\$47.27	\$50.71	FLAT
MEXICO BEACH	\$37.71	4000	\$3.28	100,000							\$37.71	\$37.71	\$37.71	\$37.71	\$40.99	\$44.27	\$47.55	\$50.83	\$54.11	\$57.39	\$60.67	\$63.95	FLAT
PANAMA CITY	\$7.37	0	\$3.20	100,000							\$10.57	\$13.77	\$16.97	\$20.17	\$23.37	\$26.57	\$29.77	\$32.97	\$36.17	\$39.37	\$42.57	\$45.77	FLAT
PANAMA CITY BEACH	\$17.10	3000	\$3.27	100,000							\$17.10	\$17.10	\$17.10	\$20.37	\$23.64	\$26.91	\$30.18	\$33.45	\$36.72	\$39.99	\$43.26	\$46.53	FLAT
PANAMA CITY BEACH PROP.	\$17.10	3000	\$3.27	100,000							\$17.10	\$17.10	\$17.10	\$20.37	\$23.64	\$26.91	\$30.18	\$33.45	\$36.72	\$39.99	\$43.26	\$46.53	FLAT
PARKER	\$9.31	0	\$4.67	100,000							\$13.98	\$18.65	\$23.32	\$27.99	\$32.66	\$37.33	\$42.00	\$46.67	\$51.34	\$56.01	\$60.68	\$65.35	FLAT
SPRINGFIELD	\$8.86	0	\$4.11	100,000							\$12.80	\$16.91	\$21.02	\$25.13	\$29.24	\$33.35	\$37.46	\$41.57	\$45.68	\$49.79	\$53.90	\$58.01	FLAT
AVE	\$15.13	875	\$3.53								\$17.84	\$20.55	\$23.26	\$26.40	\$29.96	\$33.52	\$37.16	\$40.80	\$44.45	\$48.17	\$51.89	\$55.61	
MEDIAN	\$10.40	0	\$3.36								\$14.81	\$17.88	\$22.00	\$25.99	\$29.98	\$33.97	\$37.92	\$41.82	\$45.32	\$49.34	\$53.36	\$57.28	
MIN.	\$7.37	0	\$2.37								\$10.57	\$13.77	\$16.97	\$20.17	\$23.37	\$26.57	\$29.77	\$32.97	\$36.17	\$39.37	\$42.57	\$45.77	
MAX.	\$37.71	4000	\$4.67								\$37.71	\$37.71	\$37.71	\$37.71	\$40.99	\$44.27	\$47.55	\$50.83	\$54.11	\$57.39	\$60.68	\$65.35	

INV = INVERTED RATE STRUCTURE. UNIT RATE INCREASES WITH EACH SUCCESSIVE BLOCK OF WATER USAGE  
 FLAT = FLAT RATE. UNIT RATE REMAINS CONSTANT.



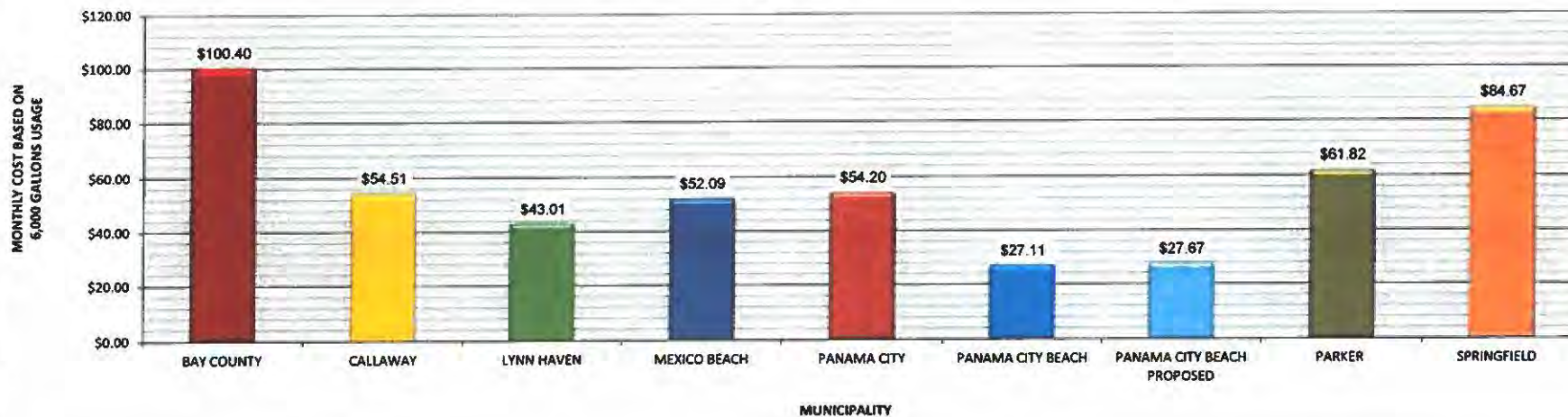
AGENDA ITEM #

5

**RESIDENTIAL SEWER RATE COMPARISON  
BAY COUNTY UTILITY SYSTEMS  
August 2018**

SYSTEM NAME	MINIMUM BILL		BASE RATE/ 1000 GAL.	MAX GAL. BILLED	COST FOR # OF GALLONS											
	\$/BILL	GAL. INCL.			1,000	2,000	3,000	4,000	5,000	6,000	7,000	8,000	9,000	10,000	11,000	12,000
BAY COUNTY	\$35.24	0	\$10.86	NONE	\$46.10	\$56.96	\$67.82	\$78.68	\$89.54	\$100.40	\$111.26	\$122.12	\$132.98	\$143.84	\$154.70	\$165.56
CALLAWAY	\$30.69	0	\$3.97	NONE	\$34.66	\$38.63	\$42.60	\$46.57	\$50.54	\$54.51	\$58.48	\$62.45	\$66.42	\$70.39	\$74.36	\$78.33
LYNN HAVEN	\$9.11	0	\$5.65	12000	\$14.76	\$20.41	\$26.06	\$31.71	\$37.36	\$43.01	\$48.66	\$54.31	\$59.96	\$65.61	\$71.26	\$76.91
MEXICO BEACH	\$45.53	4,000	\$3.28	NONE	\$45.53	\$45.53	\$45.53	\$45.53	\$48.81	\$52.09	\$55.37	\$58.65	\$61.93	\$65.21	\$68.49	\$71.77
PANAMA CITY	\$16.88	0	\$6.22	12000	\$23.10	\$29.32	\$35.54	\$41.76	\$47.98	\$54.20	\$60.42	\$66.64	\$72.86	\$79.08	\$85.30	\$91.52
PANAMA CITY BEACH	\$18.77	3,000	\$2.78	NONE	\$18.77	\$18.77	\$18.77	\$21.55	\$24.33	\$27.11	\$29.89	\$32.67	\$35.45	\$38.23	\$41.01	\$43.79
PANAMA CITY BEACH PROPOSED	\$19.15	3,000	\$2.84	NONE	\$19.15	\$19.15	\$19.15	\$21.99	\$24.83	\$27.67	\$30.51	\$33.35	\$36.19	\$39.03	\$41.87	\$44.71
PARKER	\$24.77	1,000	\$7.41	NONE	\$24.77	\$32.18	\$39.59	\$47.00	\$54.41	\$61.82	\$69.23	\$76.64	\$84.05	\$91.46	\$98.87	\$106.28
SPRINGFIELD	\$27.31	0	\$9.56	NONE	\$38.87	\$46.43	\$55.99	\$65.55	\$75.11	\$84.67	\$94.23	\$103.79	\$113.35	\$122.91	\$132.47	\$142.03
AVE.	\$26.09	1,000	\$6.22	12,000	\$30.62	\$36.08	\$41.54	\$47.35	\$53.57	\$59.80	\$66.02	\$72.24	\$78.47	\$84.69	\$90.92	\$97.14
MEDIAN	\$26.04	0	\$5.94	12,000	\$29.72	\$35.41	\$41.10	\$46.05	\$49.68	\$54.36	\$59.45	\$64.55	\$69.64	\$74.74	\$79.83	\$84.93
MIN.	\$9.11	0	\$2.84	12,000	\$14.76	\$19.15	\$19.15	\$21.99	\$24.83	\$27.67	\$30.51	\$33.35	\$36.19	\$39.03	\$41.87	\$44.71
MAX.	\$45.53	4,000	\$10.86	12,000	\$46.10	\$56.96	\$67.82	\$78.68	\$89.54	\$100.40	\$111.26	\$122.12	\$132.98	\$143.84	\$154.70	\$165.56

**RESIDENTIAL SEWER RATE COMPARISON OF BAY COUNTY  
August 2018**



AGENDA ITEM #

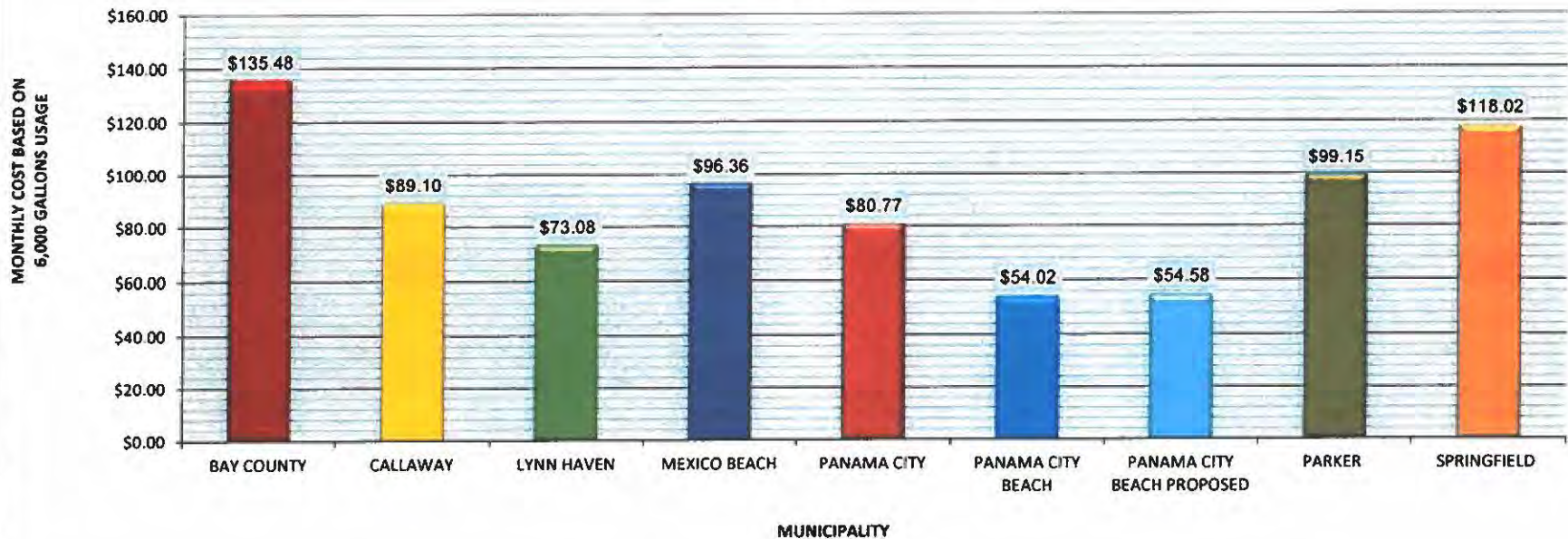
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**COMBINED RESIDENTIAL WATER & SEWER RATE COMPARISON**  
**BAY COUNTY UTILITY SYSTEMS**  
 August 2018

SYSTEM NAME	COST FOR # OF GALLONS											
	1,000	2,000	3,000	4,000	5,000	6,000	7,000	8,000	9,000	10,000	11,000	12,000
BAY COUNTY	\$68.55	\$81.78	\$95.01	\$108.50	\$121.99	\$135.48	\$149.63	\$163.78	\$177.93	\$188.79	\$207.51	\$222.30
CALLAWAY	\$49.90	\$57.74	\$65.58	\$73.42	\$81.26	\$89.10	\$96.94	\$104.78	\$112.62	\$116.59	\$128.30	\$136.14
LYNN HAVEN	\$27.63	\$36.72	\$45.81	\$54.90	\$63.99	\$73.08	\$82.17	\$91.26	\$100.35	\$106.00	\$118.53	\$127.62
MEXICO BEACH	\$83.24	\$83.24	\$83.24	\$83.24	\$89.80	\$96.36	\$102.92	\$109.48	\$116.04	\$119.32	\$129.16	\$135.72
PANAMA CITY	\$33.67	\$43.09	\$52.51	\$61.93	\$71.35	\$80.77	\$90.19	\$99.61	\$109.03	\$115.25	\$127.87	\$137.29
PANAMA CITY BEACH	\$35.87	\$35.87	\$35.87	\$41.92	\$47.97	\$54.02	\$60.07	\$66.12	\$72.17	\$78.22	\$84.27	\$90.32
PANAMA CITY BEACH PROPOSED	\$36.25	\$36.25	\$36.25	\$42.36	\$48.47	\$54.58	\$60.69	\$66.80	\$72.91	\$79.02	\$85.13	\$91.24
PARKER	\$38.75	\$50.83	\$62.91	\$74.99	\$87.07	\$99.15	\$111.23	\$123.31	\$135.39	\$142.80	\$159.55	\$171.63
SPRINGFIELD	\$49.67	\$63.34	\$77.01	\$90.68	\$104.35	\$118.02	\$131.69	\$145.36	\$159.03	\$168.59	\$186.37	\$200.04
AVE.	\$48.46	\$56.62	\$64.79	\$73.75	\$83.54	\$93.32	\$103.18	\$113.05	\$122.91	\$129.55	\$142.80	\$152.75
MEDIAN	\$44.21	\$54.29	\$64.25	\$74.21	\$84.17	\$92.73	\$99.93	\$107.13	\$114.33	\$117.96	\$128.73	\$136.72
MIN.	\$27.63	\$36.25	\$36.25	\$42.36	\$48.47	\$54.58	\$60.69	\$66.80	\$72.91	\$79.02	\$85.13	\$91.24
MAX.	\$83.24	\$83.24	\$95.01	\$108.50	\$121.99	\$135.48	\$149.63	\$163.78	\$177.93	\$188.79	\$207.51	\$222.30

**COMBINED WATER & SEWER RATE COMPARISON OF BAY COUNTY**  
 August 2018



AGENDA ITEM #

5

ORDINANCE NO. 1468

AN ORDINANCE OF THE CITY OF PANAMA CITY BEACH, FLORIDA, ESTABLISHING THE SEWER AND RECLAIMED WATER RATES FOR FISCAL YEAR 2018-19 AND THEREAFTER; INCREASING THE SEWER AND REUSE WATER RATES IN THE AMOUNT OF TWO PERCENT (2%), ALL AS MORE PARTICULARLY STATED IN THE BODY OF THIS ORDINANCE; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE OF OCTOBER 1, 2018.

BE IT ENACTED BY THE PEOPLE OF THE CITY OF PANAMA CITY BEACH:

SECTION 1. From and after the effective date of this ordinance, Section 23-60 of the City's Code of Ordinances shall be amended to provide for the following charges and fees to be imposed and collected for wastewater service:

**Sec. 23-60. Charges and Fees.**

- (a) *Purpose:* It is the purpose of this Article to provide for the recovery of costs from users of the City's wastewater disposal system for the implementation of the program established herein. These charges and fees relate solely to the matters covered by this Ordinance and are separate from all other fees chargeable by the City. After passage of this ordinance, all charges and fees may be amended by resolution of the City Council.
- (b) *Service Charges:* It is hereby determined necessary to fix and collect sewer service charges from customers. Such revenue received shall be used for operation, maintenance, replacement, debt retirement and other authorized expenses.
- (c) *Service Charges and Fees:*
  - (1) *Additional Fees.* \*\* In addition to those fees specified herein, the City may, by a separate schedule of fees, establish and collect:
    - (a) fees for reimbursement of costs of setting up and operating the City's pretreatment program,
    - (b) fees for monitoring, inspection and surveillance procedures,
    - (c) fees for reviewing accidental discharge procedures and construction,
    - (d) fees for permit applications,
    - (e) fees for filing appeals,
    - (f) fees for consistent removal (by the City) of pollutants otherwise subject to Federal Pretreatment Standards,
    - (g) other fees as the City may deem necessary to carry out the requirements contained herein.



(2) *Charges and Fees.* \*\* The City does hereby levy and assess the following charges and fees, which are to be collected by and payable to the City, for services to users of the public sewer lines, mains and laterals for the disposal of sewage provided by the City to those establishments which are connected with the said sewer system, which charges are hereinafter designated, and the said users shall pay for said services the sums so designated at the same time as the payment for water services shall be made as provided by the ordinances for the City and which charges shall be assessed upon the utility bill of all users, and the said user shall pay charges as hereinafter set forth as follows and which may be amended from time to time by the City Council by resolution:

(A) *Within and Without the City Limits.* The minimum monthly charge for wastewater service, including the first three thousand (3,000) gallons of wastewater furnished to all customers of the system, shall be as follows:

TABLE INSET:

	Item	Base Facility Charge for Service Inside City	Base Facility Charge for Service Outside City
(1)	Single-family residential, each	<del>\$18.77</del> <b>\$19.15</b>	<del>\$23.46</del> <b>\$23.94</b>
(2)	Duplex	<del>\$18.77</del> <b>\$19.15</b>	<del>\$23.46</del> <b>\$23.94</b>
(3)	Mobile home park, each site	<del>\$18.77</del> <b>\$19.15</b>	<del>\$23.46</del> <b>\$23.94</b>
(4)	Apartment or condominium	<del>\$18.77</del> <b>\$19.15</b>	<del>\$23.46</del> <b>\$23.94</b>
(5)	Motel Unit	\$14.09 <b>\$14.37</b>	\$17.61 <b>\$17.96</b>
(6)	Washateria, each washer	<del>\$18.77</del> <b>\$19.15</b>	<del>\$23.46</del> <b>\$23.94</b>
(7)	Small non-residential Establishments (Service Stations, Retail Stores, Offices, Churches; based on size of water meter)		
	a.	3/4 "	<del>\$28.15</del> <b>\$28.71</b>
	b.	1"	<del>\$37.54</del> <b>\$38.29</b>
(8)	Large non-residential Establishments (Schools, Restaurants, Short Order Food Establishments, Lounges, Sanitary Dump Stations, Public Restrooms, Amusement Parks, Parks; based on size of water meter)		
	a.	1 1/2"	<del>\$58.57</del> <b>\$59.74</b>
	b.	2"	<del>\$73.11</del> <b>\$74.57</b>
	c.	3"	<del>\$121.96</del> <b>\$124.40</b>
	d.	4"	<del>\$175.68</del> <b>\$179.19</b>
	e.	6"	<del>\$351.43</del> <b>\$358.46</b>
	f.	Greater than 6"	By contract + 25% surcharge
(9)	Campgrounds, each site	<del>\$3.47</del> <b>\$3.54</b>	<del>\$4.34</del> <b>\$4.43</b>

The monthly average charge for wastewater service furnished above the minimum shall be two dollars and eighty four ~~seventy eight~~ cents (**\$2.84**) (~~\$2.78~~) per one thousand (1,000) gallons inside the City and three dollars and fifty five ~~forty eight~~ cents (**\$3.55**) (~~\$3.48~~) per one thousand gallons outside the City.

(B) Former Grand Lagoon Utilities Geographic Area of Service.

- (1) Notwithstanding Section 23-60(c) of this Code, the rates, fees, and charges for sewer service within the Grand Lagoon Utilities, Inc., geographic area of service as designated by the Florida Public Service Commission on August 1, 1989, shall be as follows:

GENERAL MONTHLY SEWER RATES  
(All Except Residential)

TABLE INSET:

Meter Size	Base Facility Charge
5/8" x 3/4"	<del>\$23.04</del> <b>\$23.50</b>
3/4"	<del>\$34.95</del> <b>\$35.65</b>
1"	<del>\$57.17</del> <b>\$58.31</b>
1 1/2"	<del>\$115.04</del> <b>\$117.31</b>
2"	<del>\$173.98</del> <b>\$177.46</b>
3"	<del>\$328.45</del> <b>\$335.02</b>
4"	<del>\$511.43</del> <b>\$521.66</b>
6"	<del>\$1,022.89</del> <b>\$1043.35</b>
Gallonge charge	<del>\$4.04*</del> <b>\$4.09*</b>

\*Per 1,000 gallons or part thereof

RESIDENTIAL MONTHLY SEWER RATES

TABLE INSET:

Meter Size	Base Facility Charge
All	<del>\$23.02</del> <b>\$23.48</b>
Plus Gallonge Charge	<del>\$3.34*</del> <b>\$3.41*</b>

(Maximum Charge at 10,000 Gallons)

\*Per 1,000 gallons or part thereof

- (2) Reserved.
- (3) Multiple Classifications. One service used for more than one of the classifications above shall pay and be charged for each of such usages.
- (4) Incremental Usage. The monthly overage charge for sewers set forth in subsection (a) above shall be calculated upon each one thousand (1,000) gallons of water, or part thereof, consumed in excess of the gallonge per month included in the minimum water charge.

(C) Former Bayside Utilities Geographic Area of Service.

- (1) Notwithstanding Section 23-60(c) of this Code, the rates, fees, and charges for sewer service within the Bayside Utilities, Inc., geographic area of service, shall be as follows:

GENERAL MONTHLY SEWER RATES  
(All Except Residential)

TABLE INSET:

Meter Size	Base Facility Charge
5/8" x 3/4"	<del>\$20.64</del> <b>\$21.02</b>
1"	<del>\$54.75</del> <b>\$55.85</b>
1 1/2"	<del>\$108.74</del> <b>\$110.92</b>
2"	<del>\$173.54</del> <b>\$176.98</b>
3"	<del>\$327.43</del> <b>\$333.67</b>
4"	<del>\$509.34</del> <b>\$519.53</b>
6"	<del>\$1,048.74</del> <b>\$1039.11</b>
8"	<del>\$1,640.85</del> <b>\$1673.67</b>
Gallorage charge	<del>\$7.98</del> <b>\$8.14</b> *

\*Per 1,000 gallons or part thereof

RESIDENTIAL MONTHLY SEWER RATES

TABLE INSET:

Meter Size	Base Facility Charge
All	<del>\$20.60</del> <b>\$21.01</b>
Plus Gallorage Charge	<del>\$6.62</del> <b>\$6.75</b> *

(Maximum Charge at 6,000 Gallons)

\*Per 1,000 gallons or part thereof

- (2) Reserved.
  - (3) Multiple Classifications. One service used for more than one of the classifications above shall pay and be charged for each of such usages.
  - (4) Incremental Usage. The monthly overage charge for sewers set forth in subsection (a) above shall be calculated upon each one thousand (1,000) gallons of water, or part thereof, consumed in excess of the gallorage per month included in the minimum water charge.
- (d) (1) Distribution of Operation and Maintenance Costs. For the purpose of insuring a proportional distribution of operation and maintenance cost to each user, commercial and Industrial Users and bulk customers shall be subject to a surcharge for discharging wastewater which is defined as having the following concentrations (milligrams per liter - mg/l):
- (i) Biochemical Oxygen Demand at 5 days at 20 degrees C, abbreviated BOD5 - 250 mg/l
  - (ii) Total Suspended Solids, abbreviated TSS - 220 mg/l
- (2) Each commercial and Industrial User and bulk customer that is determined to discharge wastewater having pollutants in excess of normal wastewater shall pay a charge dependent on water volume consumed or wastewater discharged and measured by a wastewater flow meter. These pollutant surcharges are as follows:
- (i) BOD5 - \$0.14 per pound/month
  - (ii) TSS - ~~\$0.37~~ **\$0.38** per pound/month

- (3) Pollutants in excess of normal wastewater shall be determined from periodic laboratory analysis of the user's wastewater. Laboratory analysis of the wastewater shall be conducted as outlined in the latest publication of the Standard Methods for the examination of Water and Wastewater, or American Society for Testing and Materials, Part 31, Water, or the U.S. Environmental Protection Agency Methods.
  - (4) In the event that a commercial or Industrial User or bulk customer discharges certain wastes containing inordinate oxygen demanding substances, the City reserves the right to substitute Chemical Oxygen Demand (COD) or Total Organic Carbon (TOC) test instead of BOD5. An evaluation of the user's discharge and the cost of treatment will be established for such substances. If an Industrial User chooses or elects COD, then the ratio of COD to BOD must be 2:1. In the event an Industrial User requests to use TOC, then his proposed methodology shall be submitted to the City for approval prior to it being used as a basis for charging for this particular pollutant. It shall be the responsibility of industrial and commercial users and bulk customers to notify the City of changes in the pollutant and contribution of their wastewater.
  - (5) For purposes of determining commercial and industrial sewer charges, each user's water consumption or wastewater discharged and measured by a wastewater flow meter shall be taken as that metered water volume consumed during the current month.
  - (6) If any user can prove to the satisfaction of the City that substantial amounts of metered water do not enter the waste water collection system, the sewer bill will be reduced accordingly.
  - (7) Notwithstanding any other provision of this ordinance, if the City determines that wastewater services provided any commercial or Industrial User or bulk customer significantly differs from that upon which the rate structure set forth in subsection (A) of this article, the City may enter into a separate agreement with any such user to discharge sewer into the public sewer under such rates, terms and conditions as may be reasonable under the circumstances.
- (e) Each user that discharges any toxic pollutants which cause an increase in the cost of managing the effluent or the sludge treatment works shall pay for any such increased cost.
  - (f) Rates are to be adjusted annually, based on the adopted budget for the wastewater system. This annual review and adjustment shall be the result of studies that reflect any change in the proportionate contribution of wastewater flow or pollutant by any class of user. The adjusted rate or rates, whether by increase or decrease, shall be reflected in each subsequent billing period by the amount of such change. This annual review will ensure a proportional distribution of operation and maintenance and renewal and replacement, and other costs to each user including major and minor industrial, commercial and residential users.
  - (g) The City of Panama City Beach from time to time and as often as shall be necessary will revise rates, fees and charges of the wastewater collection, transmission, treatment and disposal system in order to comply with revenue needs of operating, maintenance, capital costs, debt service and reserve requirements and other costs associated with the Series 1997 Revenue Bonds and the Department of Environmental Protection State Revolving Fund Loan agreement.

SECTION 2. From and after the effective date of this ordinance, Section 23-146 of the City's Code of Ordinances shall be amended to provide for the following charges



and fees to be imposed and collected for reuse water service:

**Sec. 23-146. Reclaimed Water Rates and Service Charges Assessed.**

Purpose: It is the purpose of this Article to provide for the recovery of costs from users of the City's reclaimed water system for the implementation of the program established herein. These charges and fees relate solely to the matters covered by this Resolution and are separate from all other fees chargeable by the City.

- (a) The minimum monthly charge for reclaimed water service, including the first three thousand (3,000) gallons of reclaimed water furnished to all customers of the system, except bulk customers requiring in excess of 100,000 gallons per day on any day, shall be as follows:

TABLE INSET:

Size of Connection	Inside City	Outside City
(1) 3/4"	<del>\$8.53</del> <b>\$8.70</b>	<del>\$40.66</del> <b>\$10.88</b>
(2) 1"	<del>\$12.82</del> <b>\$13.08</b>	<del>\$16.03</del> <b>\$16.35</b>
(3) 1- 1/2"	<del>\$24.33</del> <b>\$24.82</b>	<del>\$30.41</del> <b>\$31.03</b>
(4) 2"	<del>\$46.12</del> <b>\$47.04</b>	<del>\$57.65</del> <b>\$58.80</b>
(5) Above 2"	By contract but no less than cost of maintenance of meter	Same Plus 25%

- (b) The monthly charge for water furnished above the minimum shall be ~~seventy-three~~ **sixty-seven** cents (~~\$0.73~~ **\$0.67**) per one thousand (1,000) gallons inside the City and ~~ninety-one~~ **eighty-four** cents (~~\$0.91~~ **\$0.84**) per one thousand gallons outside the City.
- (c) The monthly charge for bulk customers requiring in excess of 100,000 gallons per day on any day shall be by contract.
- (d) Each occupied building or structure, or each apartment in the same building, shall pay the monthly minimum charge. Duplex dwellings, garage apartments and other multiple family dwellings served by one (1) service connection and meter shall pay the minimum charge as those specified for condominiums and apartments. No service connection and meter may serve more than one (1) building lot.
- (e) Should the City desire that meter deposits be required of customers, the same shall be accomplished by the passing of a resolution by the City Council.

SECTION 3. The appropriate officers and agents of the City are authorized and directed to codify, include and publish the provisions of this Ordinance within the Panama City Beach Code and unless a contrary ordinance is adopted within ninety (90) days following such publication, the codification of this Ordinance shall become the final and official record of the matters herein ordained. Section numbers may be assigned

and changed whenever necessary or convenient.

SECTION 4. All ordinances or parts of ordinances in conflict herewith are repealed to the extent of such conflict.

This Ordinance shall become effective as of October 1, 2018.

PASSED, APPROVED AND ADOPTED at the regular meeting of the City Council of the City of Panama City Beach, Florida, this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
MIKE THOMAS, MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

EXAMINED AND APPROVED by me this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
MIKE THOMAS, MAYOR

PUBLISHED in the Panama City News-Herald on the \_\_\_\_ day of \_\_\_\_\_, 2018.

POSTED on [pcb.gov.com](http://pcb.gov.com) on the \_\_\_\_ day of \_\_\_\_\_, 2018.

**REGULAR  
ITEM 6**



# CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:

Code Enforcement/Legal

2. MEETING DATE:

September 13, 2018

3. REQUESTED MOTION/ACTION:

Hold a public hearing and consider adoption of Ordinance 1469 setting building maintenance standards for properties within the City limits and allowing enforcement of these standards.

4. AGENDA

PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

5. IS THIS ITEM BUDGETED (IF APPLICABLE)? YES  NO  N/A   
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED YES  NO  N/A

6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)

Currently, the City's Code of Ordinances does not regulate or require the continued maintenance of buildings or properties other than to comply with certain provisions of the Land Development Code or to abate a public nuisance.

Ordinance 1469 creates section 8-7 of the City's Code of Ordinances which sets forth certain building maintenance standards and requires properties in the City be maintained in accordance with those standards. These standards largely focus on the overall appearance of the exterior of structures which are visible from the public right of way and serve to preserve the aesthetic appeal of the City and the desirability of the City as a permanent destination for residents and tourist destination for visitors. The Ordinance allows violations of this section to be enforced via the City's existing Code Enforcement Hearing Officer System and sets a civil penalty for failure to meet the building maintenance standards.

This Ordinance was approved at first reading on August 9, 2018. Pursuant to the Council's direction at that time, the penalties for violation have been reduced to accrue per week instead of per day.

Staff recommends approval. If adopted, this ordinance will be effective immediately.

AGENDA ITEM # 6



ORDINANCE NO. 1469

AN ORDINANCE OF THE CITY OF PANAMA CITY BEACH, FLORIDA, CREATING SECTION 8-7 OF THE CITY'S CODE OF ORDINANCES RELATED TO MAINTENANCE OF BUILDINGS; SETTING STANDARDS FOR MAINTENANCE OF BUILDINGS; REQUIRING THAT BUILDINGS AND PROPERTY MEET THE MAINTENANCE STANDARDS SET FORTH HEREIN; ESTABLISHING CIVIL PENALTIES FOR VIOLATIONS OF SECTION 8-7; PROVIDING THAT VIOLATIONS OF SECTION 8-7 MAY BE ENFORCED BY THE REMEDIES AND PROCEDURES SET FORTH IN CHAPTER 25 RELATED TO CODE ENFORCEMENT; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN IMMEDIATELY EFFECTIVE DATE.

WHEREAS, the City Council desires to improve and maintain the appearance of certain buildings and structures, which, while structurally sound, safe, and complying with the minimum requirements set forth in the Florida Building Code, are inadequately maintained; and

WHEREAS, the City's tourist economy is largely dependent upon the City maintaining a welcoming and desirable appearance of its buildings; and

WHEREAS, the City Council finds that inadequate maintenance of certain buildings which become aesthetically displeasing, affect property values of nearby property, affect citizen and visitor attitudes about the desirability of the City as a tourist destination its businesses including the livability of its residential neighborhoods, contribute to community blight; and

WHEREAS, the City Council finds that establishing reasonable uniform community standards for appearance and maintenance of buildings and properties in the City will benefit the City's appeal for visitors and residents alike; and

WHEREAS, the City finds that buildings which have broken windows or are poorly maintained so as to appear abandoned become targets of vandalism and may

create opportunities for other criminal acts; and

WHEREAS, the City Council finds that providing a mechanism to assure building maintenance is reasonably related to crime prevention. This division is designed to protect and preserve the appearance, character, and value of buildings, structures, and properties, thereby promoting the general welfare.

WHEREAS, while the City Council is desirous of protecting property values, protecting and enhancing the aesthetics of the City as a tourist destination, the livability of its neighborhoods, preventing community blight, and preventing crime, the City is no less cognizant of a resident's right to enjoyment and use of his or her building, dwelling, and property—free of unreasonable or unwarranted governmental intrusion. The City recognizes that this right is also an important public purpose no less worthy of protection than the other interests identified above.

WHEREAS, the City has carefully weighed these governmental interests, and has attempted to strike a reasonable balance among them by enacting the regulations encompassed in this Ordinance. Their purpose is to establish reasonable standards of community appearance and property maintenance which will allow the City to address instances where governmental action is appropriate.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PANAMA CITY BEACH:

SECTION 1. From and after the effective date of this ordinance, Chapter 8, Article I, Sections 8-7 of the Code of Ordinances of the City of Panama City Beach related to building maintenance, are created to read as follows (new text **bold and underlined**, deleted text ~~struckthrough~~):

**Sec. 8-7. Inadequately maintained buildings, structures, or properties**

**(a) Every building, structure, and property shall be maintained in good repair and in good condition, in accordance with the following appearance standards:**

**(1) Exterior Walls.**

a. External walls (or any portion thereof) and external wall patches (except areas featuring real brick, rock, or other architectural treatments that are not customarily painted) shall be painted. Cracking, chipping, blistering, or peeling paint shall not be so excessive or exist to such a degree that such conditions are easily and clearly discernable from any adjoining public right-of-way or property.

b. All building exterior wall surfaces shall be kept free of discolored or chipped paint to prevent deterioration, and must be repainted, recovered, or cleaned when twenty-five (25) percent or more of any exposed, single distinct wall face surface area becomes discolored or has peeling or chipping.

For purposes of this section discolored shall mean the present wall surface color has discernibly different colors due to bleaching, soiling, staining or streaking. "Good condition" shall mean the building feature is performing according to its originally intended function. "Good repair" shall mean that any repair made to a structure's feature is consistent with and ensures the feature's originally intended function and that the repair was executed in a workmanlike manner.

(2) Roof repairs and replacements shall be finished. There shall be no areas of exposed roofing underlay materials, or mismatched or assorted shingles. All roof repairs or roof replacements shall be finished. Tar paper, bitumen membrane or other "drying in underlay system" must be covered with tiles or shingles and finished on the edges with drip edging or other appropriate flashing.

(3) Repair work shall be painted in a manner that matches as close as reasonably possible the color of the area around or near the patch.

(4) The glass in windows and in glass sliding doors shall be free from cracks or breaks.

(5) Foundations, exterior walls and roofs shall be weathertight without any cracks or holes.

(6) All appurtenances to any structure, such as awnings, shutters, light fixtures or mailboxes shall be securely attached and not broken, hanging loose, or falling away from the structure.

(9) Decorative elements of any structure facade(s) shall be kept in a well maintained condition so that they are not broken, hanging loose, falling down, or unpainted.

(10) Windows and doors shall be secured in a tight-fitting, weather-proof and rodent-proof manner. Window sashes with rotten wood, broken joints or deteriorated mullions or muntins, shall be replaced and all materials exposed to the exterior painted, stained or otherwise treated in a manner consistent and harmonious with the remainder of the structure. Soffit screens shall be secured in



a tight-fitting and rodent-proof manner and the screens shall be free from holes, tears or rips.

(11) Screen enclosures shall be free of tears or rips greater than twelve (12) inches in length or diameter, and all panels of the enclosure designed to be screened must contain screening.

(12) All private sidewalks, walkways, decks, roads, streets, driveways, parking areas, and other paved or hard surfaced areas located within private property and intended for use by vehicular or pedestrian traffic shall be kept clean and free of trash or debris at all times.

(13) Mildew, rust, and excessive dirt deposits.

a. All buildings, structures, (including roofs), or other improvements shall be free from mildew, rust deposits and dirt and must be repainted, recovered or cleaned when twenty-five (25) percent or more of any single distinct surface area becomes so discolored. Discolored shall mean the wall surface is a different color due to the presence of the mildew, rust or dirt and that such discoloration is easily and clearly discernable from any adjoining public right of way or adjoining private property.

(b) Failure of any building, structure or property to comply with the above community appearance standards shall be a violation of this Code. However, if any of the above conditions exist on a temporary basis while work is being performed pursuant to a valid building permit, which work is to cure the condition, then no violation of this section shall exist during the term set by the building permit.

(c) Upon determination by code enforcement officer that a building, structure, or property violates the provisions of this section, in addition to any other penalty provided by law, this section may be enforced by the remedies and procedures set forth in Chapter 25 of this Code (the Code Enforcement Hearing Officer System).

(d) The following schedule of penalties shall apply to violations of section 8-7, and a greater penalty may in any case be imposed:

(1) One (1) to four (4) separate violations; twenty-five dollars (\$25.00) per violation, per week the violation continues.

(2) Five (5) or more separate violations; fifty dollars (\$50.00) per violation, per week the violation continues.

(e) The City Manager may suspend the requirements of this section following a disaster where the City Manager finds the community is in need of additional time to address life-safety issues prior to complying with these standards. "Disaster" means any natural, technological, or civil emergency that causes damage of sufficient severity and magnitude to result in a declaration of a state of emergency by the City, Bay County, the Governor of the State of Florida, or the President of the United States.



SECTION 2. All ordinances or parts of ordinances in conflict herewith are repealed to the extent of such conflict.

SECTION 3. The appropriate officers and agents of the City are authorized and directed to codify, include and publish in electronic format the provisions of this Ordinance within the Panama City Beach Code, and unless a contrary ordinance is adopted within ninety (90) days following such publication, the codification of this Ordinance shall become the final and official record of the matters herein ordained. Section numbers may be assigned and changed whenever necessary or convenient.

SECTION 4. SEVERABILITY. If any section, subsection, clause, phrase, or provision of this Ordinance is held invalid or unconstitutional, such invalidity or unconstitutionality shall not be construed as to render invalid or unconstitutional the remaining provisions of this Ordinance.

SECTION 5. This Ordinance shall take effect immediately upon passage.

PASSED, APPROVED AND ADOPTED at the regular meeting of the City Council of the City of Panama City Beach, Florida, this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
MAYOR

Page 5 of 6  
Ordinance 1469

AGENDA ITEM # \_\_\_\_\_

6

ATTEST:

\_\_\_\_\_  
CITY CLERK

EXAMINED AND APPROVED by me this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
MAYOR

Published in the \_\_\_\_\_ on the \_\_\_\_ day of \_\_\_\_\_, 2018.  
Posted on pcbgov.com on the \_\_\_\_ day of \_\_\_\_\_, 2018.

**REGULAR  
ITEM 7**



# CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:  
Building and Planning Department

2. MEETING DATE:  
September 13, 2018

3. REQUESTED MOTION/ACTION:  
Approve first reading of Ordinance 1472 to change the Future Land Use Map designation of their properties from Single Family Residential to Tourist.

4. AGENDA

- PRESENTATION
- PUBLIC HEARING
- CONSENT
- REGULAR

5. IS THIS ITEM BUDGETED (IF APPLICABLE)? YES  NO  N/A   
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED YES  NO  N/A

6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)  
Five property owners on Sundial Street have made application to change the Future Land Use Map designation of their properties from Single Family Residential to Tourist. The five properties abut the Shalimar Retreat and are the only properties on the west side of Sundial Street to not be designated as Tourist on the Future Land Use Map. Three properties across Sundial Street from the subject properties are designated as Single Family Residential, however, these properties also abut the Tourist designation to the north and south. Additionally, one of the three properties is also located in the FBO-2 overlay district which is intended to establish appropriate standards for transitional areas between high-rise tourist-based Development and abutting Single Family Residential districts. The subject properties are also located in the FBO-2 overlay district.

The Planning Board considered the request on August 13, 2018 and recommended approval. The staff report delivered to the Planning Board also recommended approval of the request. Ordinance 1472 adopts the Planning Board's recommendation.

Staff recommends the City Council consider the requested action and determine if the Future Land Use Map should be amended. If approved, Ordinance 1472 will be scheduled for a public hearing and second reading.



ORDINANCE NO. 1472

AN ORDINANCE AMENDING ORDINANCE 1143, KNOWN AS "THE 2009 AMENDED AND RESTATED PANAMA CITY BEACH COMPREHENSIVE GROWTH DEVELOPMENT PLAN"; ACTING UPON THE APPLICATION OF TOM AND CATHERINE LANDS, MARK STEWART, DAWN ADAMS, NANCY YOUNG, JONI KNIGHT BURKE, PATTI KNIGHT ROLLINS AND AMY GROSS; TO CHANGE THE FUTURE LAND USE DESIGNATION OF FIVE PARCELS OF LAND FROM SINGLE FAMILY RESIDENTIAL, DESIGNATING FOR TOURIST LAND USE THOSE CERTAIN PARCELS LYING WITHIN THE CITY OF PANAMA CITY BEACH, FLORIDA, CONSISTING OF APPROXIMATELY 1.3 ACRES; SAID PARCELS LOCATED AT 314, 316, 318, 320 AND 322 SUNDIAL STREET, PARCEL IDS 38390-000-000, 38390-010-000, 38391-000-000, 38389-000-000, AND 38388-000-000 AS MORE PARTICULARLY DESCRIBED IN THE BODY OF THE ORDINANCE; AMENDING THE CITY'S FUTURE LAND USE MAP FOR TOURIST DESIGNATION FOR THE PARCELS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT AS PROVIDED BY LAW.

WHEREAS, the Panama City Beach Council adopted the 2009 Amended and Restated Panama City Beach Comprehensive Growth Development Plan (the Comprehensive Plan) on December 10, 2009, by Ordinance No. 1143; and

WHEREAS, the City Council desires to amend the Future Land Use Map (the "AFLUM") contained within the Comprehensive Plan to make a land use designation for the parcels of land described below; and

WHEREAS, Tom and Catherine Lands, Mark Stewart, Dawn Adams, Nancy Young, Joni Knight Burke, Patti Knight Rollins and Amy Gross (the "Applicants"), submitted applications requesting an amendment to the Comprehensive Plan;

WHEREAS, the Panama City Beach Planning Board reviewed the land use change request, conducted a public hearing on August 13, 2018, and recommended approval;

WHEREAS, the Applicant and the City have agreed that the property should be designated "Tourist; and

WHEREAS, the City Council has conducted two separate readings of this Ordinance as required by the City Charter; and

WHEREAS, the subject parcel involves a use of ten (10) acres or less and the cumulative effect of the acreage for all small scale amendments adopted by the City this calendar year, including the subject parcel, does not exceed eighty (80) acres, and the subject parcel otherwise qualifies for a small scale amendment pursuant to Section 163.3187(1), Florida Statutes; and

WHEREAS, on September 27, 2018, the City Council conducted a properly noticed, small scale adoption hearing as required by Section 163.3187(2), Florida Statutes, and adopted this Ordinance in the course of that hearing;

WHEREAS, following the public hearing, the City Council approved the Applicant's request and desires to amend the Future Land Use Map of the City Comprehensive Growth Development Plan pursuant to a small scale amendment as provided in Chapter 163, Florida Statutes and change the land use designation of the described parcel from Single Family Residential to Tourist; and

WHEREAS, all conditions required for the enactment of an Ordinance to amend the Comprehensive Plan have been met;

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PANAMA CITY BEACH, FLORIDA:

SECTION 1. The following described parcels of real property situated within the municipal limits of the City of Panama City Beach, Florida, are designated for Tourist land use under the Comprehensive Plan, in accordance with attached legal descriptions attached and incorporated herein as Exhibit "A" and the City's Future Land Use Map is amended accordingly.

SEE ATTACHED AND INCORPORATED EXHIBIT A

SECTION 2. All ordinances or parts of ordinances in conflict herewith are repealed to the extent of such conflict.

SECTION 3. This ordinance shall take effect as provided by law.

PASSED, APPROVED AND ADOPTED at the regular meeting of the City Council of the City of Panama City Beach, Florida, this \_\_\_\_ of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Mike Thomas, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

EXAMINED AND APPROVED by me this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Mike Thomas, Mayor

PUBLISHED in the Panama City News-Herald on the 11th day of September, 2018.

POSTED on pcb.gov.com on the \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
CITY CLERK

EXHIBIT A

PAGE 1

**LEGAL DESCRIPTION: 314 SUNDIAL STREET**

AS DESCRIBED IN OFFICIAL RECORDS BOOK 2473, PAGE 1125 OF THE PUBLIC RECORDS OF BAY COUNTY, FLORIDA.

THE SOUTH 50 FEET OF LOT 18, BLOCK 9, LESS THE WEST 85 FEET, ACCORDING TO THE PLAT OF L.M.WELLS GULF BEACH ESTATES, IN SECTION 13, TOWNSHIP 3 SOUTH, RANGE 17 WEST, AS FILED IN THE OFFICE OF THE CLERK OF THE CIRCUIT BAY COUNTY COURT.

**LEGAL DESCRIPTION: 318 SUNDIAL STREET**

AS DESCRIBED IN OFFICIAL RECORDS BOOK 3927, PAGE 507 OF THE PUBLIC RECORDS OF BAY COUNTY, FLORIDA.

THE NORTH 53.07 FEET OF LOT 17, BLOCK 9, LESS THE WEST 55 FEET, L.M.WELLS GULF BEACH ESTATES, IN SECTION 13, TOWNSHIP 3 SOUTH, RANGE 17 WEST, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 1, PAGE 67 OF THE PUBLIC RECORDS OF BAY COUNTY, FLORIDA.

**LEGAL DESCRIPTION: 318 SUNDIAL STREET**

AS DESCRIBED IN OFFICIAL RECORDS BOOK 2055, PAGE 1634 OF THE PUBLIC RECORDS OF BAY COUNTY, FLORIDA.

BEGINNING AT THE SOUTHEAST CORNER OF LOT 17, IN BLOCK 9, ACCORDING TO THE PLAT OF L.M.WELLS GULF BEACH ESTATES IN SECTION 13, TOWNSHIP 3 SOUTH, RANGE 17 WEST, RUNNING THENCE WEST 150 FEET, THENCE NORTH 100 FEET, THENCE EAST 150 FEET, THENCE SOUTH 100 FEET TO THE POINT OF BEGINNING. SAID PLAT OF L.M. WELLS GULF BEACH ESTATES ON FILE IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT IN AND FOR BAY COUNTY, FLORIDA.

AGENDA ITEM # 7



**EXHIBIT A**

**PAGE 2**

**LEGAL DESCRIPTION: 320 SUNDIAL STREET**

**A PORTION OF THAT PROPERTY DESCRIBED IN OFFICIAL RECORDS BOOK 3492, PAGE 251 OF THE PUBLIC RECORDS OF BAY COUNTY, FLORIDA.**

**PARCEL 1:  
BEGINNING AT THE SOUTHEAST CORNER OF LOT 17, IN BLOCK 9, ACCORDING TO THE PLAT OF L.M.WELLS GULF BEACH ESTATES, AS ON FILE IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT IN AND FOR BAY COUNTY, FLORIDA, RUNNING THENCE WEST 150 FEET, THENCE NORTH 50 FEET, THENCE EAST 150 FEET, THENCE SOUTH 50 FEET TO THE POINT OF BEGINNING. BEING A PARCEL 50 FEET NORTH AND SOUTH BY 150 FEET EAST AND WEST IN THE SOUTHEAST CORNER OF SAID LOT 17, IN SAID BLOCK 9, OF SAID L.M. WELLS GULF BEACH ESTATES PLAT.**

**PARCEL 2:  
THE NORTH 25 FEET OF THE EAST 150 FEET, IN LOT 16, IN BLOCK 9 OF L.M. WELLS GULF BEACH ESTATES IN SECTION 13, TOWNSHIP 3 SOUTH, RANGE 17 WEST, AS ON FILE IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT IN AND FOR BAY COUNTY, FLORIDA.**

EXHIBIT A

PAGE 3

**LEGAL DESCRIPTION: 322 SUNDIAL STREET**

**AS DESCRIBED IN OFFICIAL RECORDS BOOK 3439, PAGE 557 OF THE PUBLIC RECORDS OF BAY COUNTY, FLORIDA.**

**THE SOUTH SEVENTY FIVE (75) FEET OF THE NORTH ONE HUNDRED TWENTY-FIVE (125) FEET OF LOT SIXTEEN (16), BLOCK NINE (9), LESS AND EXCEPT FIFTY-FIVE (55) FEET OFF THE WEST SIDE ACCORDING TO THE PLAT OF L.M.WELLS GULF BEACH ESTATES IN SECTION 13, TOWNSHIP 3 SOUTH, RANGE 17 WEST, AS PER PLAT RECORDED IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT OF BAY COUNTY, FLORIDA.**

**BEGINNING AT THE SOUTHEAST CORNER OF LOT 16, BLOCK 9, AFORESAID; THENCE NORTH ALONG THE WEST SIDE OF 9TH STREET 75 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE WEST 145 FEET; THENCE NORTH 75 FEET; THENCE EAST 145 FEET TO THE WEST SIDE OF 9TH STREET; THENCE SOUTH ALONG THE WEST SIDE OF 9TH STREET TO THE POINT OF BEGINNING; ACCORDING TO PLAT OF L.M. WELLS GULF BEACH ESTATES IN SECTION 13, TOWNSHIP 3 SOUTH, RANGE 17 WEST AS PER PLAT RECORDED IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT IN BAY COUNTY, FLORIDA.**

**ALSO:**

**BEGINNING AT THE NORTHEAST CORNER OF LOT 16 IN BLOCK 9 OF PLAT OF L.M.WELLS GULF BEACH ESTATES IN SECTION 13, TOWNSHIP 3 SOUTH, RANGE 17 WEST, AS ON FILE IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT IN AND FOR BAY COUNTY, FLORIDA, RUNNING THENCE WEST 150 FEET, THENCE SOUTH 50 FEET, THENCE EAST 150 FEET, THENCE NORTH 50 FEET TO THE POINT OF BEGINNING, BEING THE EAST 150 FEET OF THE NORTH 50 FEET OF SAID LOT 16 IN BLOCK 9 OF SAID PLATTING.**

**LESS AND EXCEPT:**

**NORTH 25 FEET OF THE EAST 150 FEET OF LOT 16, IN BLOCK 9 OF PLAT OF L.M. WELLS GULF BEACH ESTATES IN SECTION 13, TOWNSHIP 3 SOUTH, RANGE 17 WEST, AS ON FILE IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT IN AND FOR BAY COUNTY, FLORIDA.**

**REGULAR  
ITEM 8**



# CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:  
Building and Planning Department

2. MEETING DATE:  
September 13, 2018

3. REQUESTED MOTION/ACTION:

Approve first reading of Ordinance 1473 rezoning five properties on Sundial Street from R-1A (Single Family Residential, minimum of 10,000 square feet lots) to CL (Commercial-Low Intensity).

4. AGENDA

- PRESENTATION
- PUBLIC HEARING
- CONSENT
- REGULAR

5. IS THIS ITEM BUDGETED (IF APPLICABLE)? Yes  No  N/A   
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED Yes  No  N/A

6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)

The five properties abut the Shalimar Retreat and are the only properties on the west side of Sundial Street not zoned as CH (Commercial-High Intensity) on the adopted Zoning Map. Three properties across Sundial Street from the subject properties are zoned as R-1A, however, these properties also abut the CH zoning district to the north and south. Additionally, one of the three properties is also located in the FBO-2 overlay district which is intended to establish appropriate standards for transitional areas between high-rise tourist-based Development and abutting Single Family Residential districts. The subject properties are also located in the FBO-2 overlay district.

The Planning Board considered the request on August 13, 2018 and recommended approval of staff's suggestion that the rezoning be to a CL district rather than a CH district. The CL district has fewer allowable uses and will permit short-term rentals which is the applicants' goal. The allowable uses would reduce with the lesser zoning and the maximum building height would remain at 35 feet since there are single family residential lots within 100 feet of the properties.

Ordinance 1473 adopts the Planning Board's recommendation and rezones the subject properties to Commercial Low-Intensity (CL).

Staff recommends the City Council consider the requested action and determine if the Zoning Map should be amended. If approved, Ordinance 1473 will be scheduled for a public hearing and second reading.



ORDINANCE NO. 1473

AN ORDINANCE REZONING FROM RESIDENTIAL R-1A TO COMMERCIAL LOW INTENSITY (CL) THOSE CERTAIN PARCELS OF LAND LYING WITHIN THE CITY OF PANAMA CITY BEACH, FLORIDA, CONTAINING APPROXIMATELY 1.3 ACRES; LOCATED AT 314, 316, 318, 320 AND 322 SUNDIAL STREET, PARCEL IDS 38390-000-000, 38390-010-000, 38391-000-000, 38389-000-000, AND 38388-000-000, ALL AS MORE PARTICULARLY DESCRIBED IN THE BODY OF THE ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT IMMEDIATELY UPON ITS PASSAGE.

WHEREAS, the owners of the real property designated herein, have initiated this ordinance by filing a petition praying that said real property, being more particularly described below be rezoned from Residential R1-A to Commercial Low Intensity CL; and

WHEREAS, this ordinance changes only the zoning map designation of the real property described herein; and

WHEREAS, the City of Panama City Beach Planning Board reviewed the proposed zoning change, conducted a public hearing on August 13, 2018, and recommended approval (6-0); and

WHEREAS, based upon competent substantial evidence adduced in a properly advertised public hearing conducted on September 27, 2018, the City found the requested changes to be consistent with the currently applicable Comprehensive Growth Development Plan and to reasonably accomplish a legitimate public purpose.

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PANAMA CITY BEACH, FLORIDA:

SECTION 1. The following described parcels of real property situate within the municipal limits of the City of Panama City Beach, Florida, are rezoned from Residential R-1A to Commercial Low Intensity (CL) in accordance with the attached legal description (Exhibit "A") and the City's zoning map is amended accordingly.

SEE ATTACHED AND INCORPORATED EXHIBIT "A"

SECTION 2. All Ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 3. This ordinance shall take effect immediately upon passage, and the land use changes approved herein shall take effect upon, and only upon, adoption by the City Council of Ordinance No. 1472 adopting a comprehensive plan amendment respecting the lands which are the subject of this ordinance, and that comprehensive plan amendment subsequently becoming effective as provided by law.

PASSED, APPROVED AND ADOPTED at the regular meeting of the City Council of the City of Panama City Beach, Florida, this \_\_\_ day of \_\_\_\_\_ 2018.

\_\_\_\_\_  
MIKE THOMAS, MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

EXAMINED AND APPROVED by me this \_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
MIKE THOMAS, MAYOR

This is rezoning w/o annexation

PUBLISHED in the Panama City News-Herald on the 11th day of September, 2018,

POSTED on pcb.gov.com on the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
CITY CLERK

Ordinance No. 1473  
Page 3 of 3 Pages

AGENDA ITEM # 8

**EXHIBIT A**

**PAGE 1**

**LEGAL DESCRIPTION: 314 SUNDIAL STREET**

**AS DESCRIBED IN OFFICIAL RECORDS BOOK 2473,  
PAGE 1125 OF THE PUBLIC RECORDS OF BAY  
COUNTY, FLORIDA.**

**THE SOUTH 50 FEET OF LOT 18, BLOCK 9, LESS  
THE WEST 85 FEET, ACCORDING TO THE PLAT OF  
L.M.WELLS GULF BEACH ESTATES, IN SECTION 13,  
TOWNSHIP 3 SOUTH, RANGE 17 WEST, AS FILED IN  
THE OFFICE OF THE CLERK OF THE CIRCUIT BAY  
COUNTY COURT.**

**LEGAL DESCRIPTION: 316 SUNDIAL STREET**

**AS DESCRIBED IN OFFICIAL RECORDS BOOK 3927,  
PAGE 507 OF THE PUBLIC RECORDS OF BAY  
COUNTY, FLORIDA.**

**THE NORTH 53.07 FEET OF LOT 17, BLOCK 9,  
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ESTATES, IN SECTION 13, TOWNSHIP 3 SOUTH,  
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OF THE PUBLIC RECORDS OF BAY COUNTY,  
FLORIDA.**

**LEGAL DESCRIPTION: 318 SUNDIAL STREET**

**AS DESCRIBED IN OFFICIAL RECORDS BOOK 2055,  
PAGE 1634 OF THE PUBLIC RECORDS OF BAY  
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THENCE EAST 150 FEET, THENCE SOUTH 100 FEET  
TO THE POINT OF BEGINNING. SAID PLAT OF L.M.  
WELLS GULF BEACH ESTATES ON FILE IN THE  
OFFICE OF THE CLERK OF THE CIRCUIT COURT IN  
AND FOR BAY COUNTY, FLORIDA.**



**EXHIBIT A**

**PAGE 2**

**LEGAL DESCRIPTION: 320 SUNDIAL STREET**

**A PORTION OF THAT PROPERTY DESCRIBED IN OFFICIAL RECORDS BOOK 3492, PAGE 251 OF THE PUBLIC RECORDS OF BAY COUNTY, FLORIDA.**

**PARCEL 1:  
BEGINNING AT THE SOUTHEAST CORNER OF LOT 17, IN BLOCK 9, ACCORDING TO THE PLAT OF L.M. WELLS GULF BEACH ESTATES, AS ON FILE IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT IN AND FOR BAY COUNTY, FLORIDA, RUNNING THENCE WEST 150 FEET, THENCE NORTH 50 FEET, THENCE EAST 150 FEET, THENCE SOUTH 50 FEET TO THE POINT OF BEGINNING, BEING A PARCEL 50 FEET NORTH AND SOUTH BY 150 FEET EAST AND WEST IN THE SOUTHEAST CORNER OF SAID LOT 17, IN SAID BLOCK 9, OF SAID L.M. WELLS GULF BEACH ESTATES PLAT.**

**PARCEL 2:  
THE NORTH 25 FEET OF THE EAST 150 FEET, IN LOT 16, IN BLOCK 9 OF L.M. WELLS GULF BEACH ESTATES IN SECTION 13, TOWNSHIP 3 SOUTH, RANGE 17 WEST, AS ON FILE IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT IN AND FOR BAY COUNTY, FLORIDA.**

EXHIBIT A

PAGE 3

**LEGAL DESCRIPTION: 322 SUNDIAL STREET**

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**BEGINNING AT THE SOUTHEAST CORNER OF LOT 16, BLOCK 9, AFORESAID; THENCE NORTH ALONG THE WEST SIDE OF 9TH STREET 75 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE WEST 145 FEET; THENCE NORTH 75 FEET; THENCE EAST 145 FEET TO THE WEST SIDE OF 9TH STREET; THENCE SOUTH ALONG THE WEST SIDE OF 9TH STREET TO THE POINT OF BEGINNING; ACCORDING TO PLAT OF L.M. WELLS GULF BEACH ESTATES IN SECTION 13, TOWNSHIP 3 SOUTH, RANGE 17 WEST AS PER PLAT RECORDED IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT IN BAY COUNTY, FLORIDA.**

**ALSO:**

**BEGINNING AT THE NORTHEAST CORNER OF LOT 16 IN BLOCK 9 OF PLAT OF L.M.WELLS GULF BEACH ESTATES IN SECTION 13, TOWNSHIP 3 SOUTH, RANGE 17 WEST, AS ON FILE IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT IN AND FOR BAY COUNTY, FLORIDA, RUNNING THENCE WEST 150 FEET, THENCE SOUTH 50 FEET, THENCE EAST 150 FEET, THENCE NORTH 50 FEET TO THE POINT OF BEGINNING, BEING THE EAST 150 FEET OF THE NORTH 50 FEET OF SAID LOT 16 IN BLOCK 9 OF SAID PLATTING.**

**LESS AND EXCEPT:**

**NORTH 25 FEET OF THE EAST 150 FEET OF LOT 16, IN BLOCK 9 OF PLAT OF L.M. WELLS GULF BEACH ESTATES IN SECTION 13, TOWNSHIP 3 SOUTH, RANGE 17 WEST, AS ON FILE IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT IN AND FOR BAY COUNTY, FLORIDA.**