



City of
Panama City Beach

City Hall
17007 PCB Parkway
PCB, FL 32413
www.pcbfl.gov

MINUTES of the **November 10, 2022** 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.

Mayor Mark Sheldon called the November 10, 2022 special meeting to order at 9:00 a.m.

ROLL CALL

**MAYOR MARK SHELDON
VICE MAYOR PAUL CASTO
COUNCILMAN PHIL CHESTER
COUNCILMEMBER MARY COBURN
COUNCILMAN MICHAEL JARMAN**

A quorum was present with all five members of City Council. Others present were City Manager Drew Whitman, Assistant City Manager Holly White, City Attorneys Amy Myers and Cole Davis, City Clerk Lynne Fasone, Directors, staff, and members of the public and press.

Reverend Carmen Harper with Woodlawn Church led the invocation. Councilman Michael Jarman led the Pledge of Allegiance.

Mayor Sheldon provided community announcements. Mayor Sheldon called for approval of the October 27, 2022 regular meeting minutes. **Councilman Jarman so moved. Councilman Chester seconded the motion. The minutes were unanimously approved by a roll call vote (5-0).**

Councilman Jarman	Aye
Councilmember Coburn	Aye
Councilman Chester	Aye
Vice Mayor Casto	Aye
Mayor Sheldon	Aye

APPROVAL OF AGENDA

Mayor Sheldon called for approval, additions and/or deletions to the agenda. Councilmember Coburn recommended moving consent agenda Item #8 from the consent agenda and to the regular agenda. Mayor Sheldon recommended adding it as new regular agenda Item #7. Mayor Sheldon called for additional changes. Hearing and seeing none, **Councilman Jarman moved to approve the agenda, as amended. Vice Mayor Casto seconded the motion. All were unanimously in favor of approval of the amended agenda, by a roll call vote (5-0).**

Councilman Jarman	Aye
Councilmember Coburn	Aye
Councilman Chester	Aye
Vice Mayor Casto	Aye
Mayor Sheldon	Aye

PRESENTATIONS

Mayor Sheldon turned the floor over to Councilman Jarman. On behalf of Council, Councilman Jarman presented employees with years of service awards.

Mayor Sheldon welcomed Ms. Molly Allen to the podium for a video presentation on "Coastal Dune Lakes, Jewels of the Emerald Coast." Ms. Allen dedicated two copies of the video to the Beach Library.

PUBLIC COMMENTS - NON-AGENDA BUSINESS (LIMITED TO THREE MINUTES)

Mayor Sheldon opened the floor to non-agenda business public comments, limited to three minutes each.

1. **Rex Reid** – Mr. Reid commented on Ordinance 1597, the non-smoking ordinance. Mr. Reid spoke against the ordinance. Mr. Reid commented on littering on the beach and near the Pier. Mr. Reid commented that he recently surveyed people about no smoking on the beach and his results were 672 "no" and 281 "yes" for no smoking on the beach. Mr. Reid commented he thought the Beach Police Department did not need to be doing this type of enforcement.
2. **Burnie Thompson** – Mr. Thompson echoed Mr. Reid's comments and spoke against the non-smoking ordinance. Mr. Thompson discussed Pepsi sales on the beach.
3. **Molly Allen** – Ms. Allen commented on the Parks & Recreation Department pulling weeds at Frank Brown Park. Ms. Allen stated she felt that the City was intentionally "sedimenting" Lullwater Lake so they could implement the Outfall Project. Ms. Allen stated her mission from God was to clean up the County dune lakes. Ms. Allen stated she opposed the Outfall Project. Ms. Allen inquired as to when the engineering for the lake would be revealed.

Mayor Sheldon called for additional public comments. Hearing and seeing none, Mayor Sheldon closed the public comment portion of the agenda.

CONSENT AGENDA

RESOLUTION NO. 23-31, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, ACCEPTING CERTAIN SEWER FACILITIES FROM BRIAN T. AND LISA M. MCKEON, AND IN CONSIDERATION THEREFOR AUTHORIZING EXECUTION AND DELIVERY OF A REVENUE CERTIFICATE IN AN AMOUNT NOT TO EXCEED SIXTY ONE THOUSAND, ONE HUNDRED THIRTY SEVEN DOLLARS (\$61,137.00) PAYABLE SOLELY FROM SEVENTY-FIVE PERCENT (75%) OF IMPACT FEES COLLECTED BY THE CITY OF PANAMA CITY BEACH FOR SEWER UTILITY CONNECTIONS MADE TO THOSE SAME, CERTAIN FACILITIES, ALL AS MORE PARTICULARLY DESCRIBED IN THE BODY OF THE RESOLUTION, AND PROVIDING AN IMMEDIATELY EFFECTIVE DATE.

RESOLUTION NO. 23-32, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING AN AGREEMENT WITH THOMPSON PUMP & MANUFACTURING COMPANY, INC. FOR THE PURCHASE OF TWO DIESEL POWERED PORTABLE BYPASS PUMPS FOR THE UTILITIES DEPARTMENT, IN THE TOTAL AMOUNT OF \$138,600.

RESOLUTION NO. 23-33, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, RATIFYING AN AGREEMENT WITH STRYKER SALES, LLC, FOR THE PURCHASE OF TWO LIFEPAK CARDIAC MONITORS FOR THE FIRE DEPARTMENT, IN THE TOTAL AMOUNT OF \$83,431.50.

RESOLUTION NO. 23-34, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING AN AMOUNT OF \$1,958.64 TO BE LIENED ON PROPERTY LOCATED AT 119 NORTH VESTAVIA STREET FOR COSTS INCURRED BY THE CITY TO ABATE NUISANCES LOCATED UPON SUCH PROPERTY; AUTHORIZING THE APPROPRIATE OFFICERS OF THE CITY TO RECORD THE LIEN AND NOTIFY INTERESTED PARTIES OF SUCH LIEN; AND PROVIDING AN IMMEDIATELY EFFECTIVE DATE.

RESOLUTION NO. 23-35, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING AN AMOUNT OF \$4,667.84 TO BE LIENED ON PROPERTY LOCATED AT 104 OLEANDER CIRCLE FOR COSTS INCURRED BY THE CITY TO ABATE NUISANCES LOCATED UPON SUCH PROPERTY; AUTHORIZING THE APPROPRIATE OFFICERS OF THE CITY TO RECORD THE LIEN AND NOTIFY INTERESTED PARTIES OF SUCH LIEN; AND PROVIDING AN IMMEDIATELY EFFECTIVE DATE.

***RESOLUTION NO. 23-36, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING A PAYMENT TO FLORIDA POWER & LIGHT FOR THE TEMPORARY UNDERGROUND RELOCATION OF EXISTING OVERHEAD POWER LINES ON FRONT BEACH ROAD SEGMENT 3, IN THE AMOUNT OF \$51,097.00.**

***RESOLUTION NO. 23-37, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING A TASK ORDER WITH DEWBERRY ENGINEERS, INC. FOR ENGINEERING SERVICES RELATED TO DESIGN MODIFICATIONS FOR THE UNDERGROUNDING OF 19 SERVICE CONNECTIONS ON THE FRONT BEACH ROAD SEGMENT 3 PROJECT, IN THE AMOUNT OF \$52,000.**

RESOLUTION NO. 23-38 – moved to regular agenda item #7

RESOLUTION NO. 23-39, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING A TASK ORDER WITH GEMINI ENGINEERING & SCIENCES, INC. FOR ENGINEERING SERVICES RELATED TO LULLWATER LAKE BASIN STORMWATER WATER QUALITY INVESTIGATION, IN AN AMOUNT NOT TO EXCEED \$150,000.

RESOLUTION NO. 23-43, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING AN AGREEMENT WITH JET-VAC EQUIPMENT COMPANY, LLC FOR THE PURCHASE OF ONE MULTIHOG CV350 FOR THE PARKS AND RECREATION DEPARTMENT IN THE TOTAL AMOUNT OF \$136,832.41.

RESOLUTION NO. 23-44, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING A TASK ORDER WITH JRA ARCHITECTS, INC. FOR PROFESSIONAL ARCHITECTURAL SERVICES RELATED TO THE POLICE EAST END SUBSTATION SAFE ROOM IN AN AMOUNT NOT TO EXCEED \$97,103.

Mayor Sheldon asked the Clerk to read the Consent Agenda. Mayor Sheldon noted this item was available to Council. Councilman Chester moved to approve the amended Consent Agenda. Councilman Jarman seconded the motion. All were unanimously in favor of approval of the amended Consent Agenda by a roll call vote (5-0).

Councilman Jarman	Aye
Councilmember Coburn	Aye
Councilman Chester	Aye
Vice Mayor Casto	Aye
Mayor Sheldon	Aye

REGULAR AGENDA- DISCUSSION/ACTION ITEMS

ITEM 1. ORDINANCE NO. 1600, COMPREHENSIVE PLAN - CAPITAL IMPROVEMENTS SCHEDULE ANNUAL UPDATE, FIRST READING.

Mayor Sheldon introduced City Attorney Amy Myers. Mrs. Myers read Ordinance No. 1600 by title only. Mayor Sheldon called for public comment on Item #1. Hearing and seeing none. Mayor Sheldon invited Director Leonard to the podium.

Director Leonard reported this pertained to the annual update of the capital improvement schedule, and, as a reminder, this was not an all-inclusive list of all capital projects the City would do, only those identified as capacity improvement projects. Director Leonard thanked the departments heads for contributing their information. Director Leonard reported this item went before the Planning Board on October 12th and the Board recommended approval.

Mayor Sheldon noted this item was available to Council. **Councilman Chester moved to approve Ordinance 1600. Councilmember Coburn seconded the motion.** Mayor Sheldon called for further discussion. Hearing and seeing none, Mayor Sheldon asked the Clerk to call the roll. **Ordinance No. 1600 was adopted by a unanimous (5-0) roll call vote.**

Councilman Jarman	Aye
Councilmember Coburn	Aye
Councilman Chester	Aye
Vice Mayor Casto	Aye
Mayor Sheldon	Aye

ITEM 2. RESOLUTION NO. 23-40, APPROVING 2022-2023 STATE LEGISLATIVE PRIORITIES.

Mayor Sheldon introduced City Attorney Amy Myers. Mrs. Myers read Resolution 23-40 by title only. Mayor Sheldon called for public comment on Item #2. Hearing and seeing none, Mayor Sheldon invited comment from Manager Whitman. Manager Whitman reported he complied this list of priorities after meeting one-on-one with each councilmember. Mayor Sheldon noted this item was available to Council. **Vice Mayor Casto moved to approve Resolution 23-40. Councilman Jarman seconded the motion.** Mayor Sheldon called for further discussion. Hearing and seeing none, Mayor Sheldon asked the Clerk to call the roll. **Resolution 23-40 was adopted by a unanimous (5-0) roll call vote.**

Councilman Jarman	Aye
Councilmember Coburn	Aye
Councilman Chester	Aye
Vice Mayor Casto	Aye
Mayor Sheldon	Aye

ITEM 3. RESOLUTION NO. 23-41, APPROVING THE PURCHASE OF A MULTIUSE REFUSE COLLECTION VEHICLE FROM SANSOM EQUIPMENT COMPANY; AND AUTHORIZING A BUDGET AMENDMENT.

Mayor Sheldon introduced City Attorney Amy Myers. Mrs. Myers read Resolution 23-41 by title only. Mayor Sheldon called for public comment on Item #3. Hearing and seeing none, Mayor Sheldon closed the public comment period. Mayor Sheldon noted this item was available to Council. **Councilmember Coburn moved to approve Resolution No. 23-41. Councilman Jarman seconded the motion.** Mayor Sheldon called for further discussion. Hearing and seeing none, Mayor Sheldon asked the Clerk to call the roll. **Resolution No. 23-41 was adopted by a unanimous (5-0) roll call vote.**

Councilman Jarman	Aye
Councilmember Coburn	Aye
Councilman Chester	Aye
Vice Mayor Casto	Aye
Mayor Sheldon	Aye

ITEM 4. RESOLUTION NO. 23-42, APPROVING AN AGREEMENT FOR THE CONSTRUCTION OF A FIRE TOWER; AND AUTHORIZING A BUDGET AMENDMENT.

Mayor Sheldon introduced City Attorney Amy Myers. Mrs. Myers read Resolution 23-42 by title only. Mayor Sheldon called for public comment on Item #4. Hearing and seeing none, Mayor Sheldon closed the public comment period. Mayor Sheldon invited Construction Project Manager Al Shortt to comment.

Mr. Shortt reported this project had been in the works for a while and there had been some issues with costs, etc. Mr. Shortt reported staff had talked with several vendors early on, however, the City received only two bids which were very far apart for one another. Mr. Shortt reported while the lowest bidder had never done a project like this before, the company has experience with fabrication, and it is committed to the fire safety issues expressed by staff. Mr. Shortt explained the contractor would purchase the critical fire safety parts, not fabricate those parts, so staff feels comfortable with awarding the contract to the company. Mr. Shortt added staff would provide a little more oversight and this award was the most cost-effective way to construct the tower.

Mayor Sheldon reported the project totaled about \$1.2 million and the City received a grant for about \$680,000 to help fund the project. Assistant Manager White concurred and added the City would spend approximately \$286,000 from fire impact fees with the rest coming from unrestricted reserves. Mayor Sheldon noted this item was available to Council.

Councilman Chester inquired if this proposal included the asphalt. Mr. Shortt discussed the three Alternates included in the bid. Mr. Shortt recommended Alternate 3 be funded; a high-end four coat paint system to minimize corrosion for \$75,000.

Mayor Sheldon reported this project was in Council's legislative priorities just adopted and hopefully the City would be able to find funds to cover the shortfall. Mayor Sheldon called for additional discussion.

Councilman Jarman commented the tower would be a good training tool for the department. Discussion regarding the shortfall took place.

Councilman Chester invited Chief Morgan to the podium. Councilman Chester inquired if other agencies would be using the City's tower. Chief Morgan stated yes, as a grant requirement and condition of approval, the tower would be opened-up to other agencies as well as the City's PD Department, SWAT, etc.

Mayor Sheldon asked if the City could charge an hourly rate to other agencies who use the tower. Chief Morgan reported if the City held specialized classes, with a trainer, the City could charge for that and he would look into that further.

Councilman Jarman inquired about the actual shortfall. Assistant Manager White reported the budget amendment attached was \$266,000 from unrestricted reserved. Councilman Jarman inquired if the Police Department could share in some of the costs out of its budget next year. Councilman Chester offered his support now; and noted he was good with moving forward now. Councilmember Coburn concurred and offered her support, noting safety was a priority, and putting the project off would only increase the costs later. Vice Mayor Casto concurred and offered his support of the project now. Councilman Chester concurred and added hopefully the City would be awarded another grant to cover the shortfall. Discussion regarding the shortfall coming from the General Fund and offsetting the shortfall with one headcount from the Police Department and one from the Fire Department took place.

Councilman Chester moved to approve Resolution No. 23-42. Councilmember Coburn seconded the motion. Mayor Sheldon called for further discussion. Hearing and seeing none, Mayor Sheldon asked the Clerk to call the roll. **Resolution No. 23-42 was adopted by a unanimous (5-0) roll call vote.**

Councilman Jarman	Aye
Councilmember Coburn	Aye
Councilman Chester	Aye
Vice Mayor Casto	Aye
Mayor Sheldon	Aye

ITEM 5. RESOLUTION NO. 23-45, AUTHORIZING A BUDGET AMENDMENT TO PROVIDE FUNDING TO MAINTAIN THE CITY'S 800 MHZ RADIO SYSTEM PROGRAM.

Mayor Sheldon introduced City Attorney Amy Myers. Mrs. Myers read Resolution No. 23-45 by title only. Mayor Sheldon called for public comment on Item #5. Hearing and seeing none, Mayor Sheldon closed the public comment period. Mayor Sheldon noted this item was available to Council. **Councilman Chester moved to approve Resolution No. 23-45. Councilmember Coburn seconded the motion.** Mayor Sheldon called for further discussion. Hearing and seeing none, Mayor Sheldon asked the Clerk to call the roll. **Resolution No. 23-45 was adopted by a unanimous (5-0) roll call vote.**

Councilman Jarman	Aye
Councilmember Coburn	Aye
Councilman Chester	Aye
Vice Mayor Casto	Aye
Mayor Sheldon	Aye

ITEM 6. DISCUSSION / ACTION ITEM, NORTH RICHARD JACKSON SEGMENT 2

Mayor Sheldon called for public comment on Item #6. Hearing and seeing no public comment, Mayor Sheldon closed the public comment period.

Mayor Sheldon reported he wanted to go over the two options for funding the improvements to North Richard Jackson, as residents from the Breakfast Point community had come forward asking why the project was not finished.

Mayor Sheldon explained the two options: 1) go ahead and do the project now, with the roundabout, or 2) wait about eight months until the City received LAP funding from FDOT of about \$850,000. Manager Whitman reported the estimated cost of the project was \$1.2 million today. Mayor Sheldon asked Council for direction, pay \$1.2million dollars today or pay \$350,000 in July of next year after the City receives LAP funding.

Vice Mayor Casto invited Engineer Wyatt Rothwell to the podium, noting this was Wyatt's project. Vice Mayor Casto inquired about the timing of plans, bid documents, etc. Mr. Rothwell reported the plans and the bid documents need to be prepared. Mr. Rothwell added staff would need to reach out to the engineer of record to have those documents prepared, which may take an estimated two months. Mr. Rothwell added if the City waited for the LAP funding, with July being FDOT's fiscal year, the best-case scenario with waiting for the LAP funds would be August of next year. Mr. Rothwell reported staff could begin its planning in March so the City would be ready with our items in July. Discussion regarding timelines and LAP bid documents being more specialized took place.

Vice Mayor Casto noted he was not opposed to waiting on the LAP funding. Discussion regarding having good assurances from FDOT on receiving \$850,000 took place.

Mayor Sheldon thanked the FDOT for its past and continued support and always being willing to work with PCB. Further discussion regarding the pros and cons of staff taking on the project now versus waiting on the LAP funding took place. Mayor Sheldon commented he wanted the community to know that the City could not start the project, was not permitted to start the project, to spend any money on the project, until the FDOT LAP agreement was in place, if that was the way Council would like to go. Manager Whitman concurred. Mayor Sheldon thanked Mr. Rothwell.

Mayor Sheldon noted that consensus of Council seemed to be to wait on the LAP funding to begin the project. Councilmembers concurred. Mayor Sheldon asked Director Debbie Ingram to put out a communication about the City waiting on the LAP funding. Manager Whitman thanked Council for their direction.

***New Regular Agenda Item #7.* RESOLUTION NO. 23-38, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING CONTRIBUTIONS TO THE SENIOR CENTER AND BOYS AND GIRLS CLUB, IN THE TOTAL AMOUNT OF \$109,000.**

Mayor Sheldon introduced City Attorney Amy Myers. Mrs. Myers read Resolution No. 23-38 by title only. Mayor Sheldon called for public comment on Item #7. Hearing and seeing none, Mayor Sheldon closed the public comment period. Mayor Sheldon noted this item was available to Council.

Councilmember Coburn explained she just wanted to talk about the Senior Center and the quality of services they provide to PCB seniors. Councilmember Coburn discussed the services and activities available. Councilmember Coburn reported the wood shop had a real need this year for four new lathes. Further discussion regarding the equipment in the wood shop being old and the center having a plan in place to purchase new equipment, but not for 5 years took place. Councilmember Coburn recommended, in addition to the \$45,000 funding, Council earmark an extra \$5,000 so the wood shop could purchase four new lathes. **Councilmember Coburn moved to increase the Senior Center funding from \$45,000 to \$50,000 this year. Mayor Sheldon and Councilmember Jarman note their support. Manager Whitman and Assistant Manager White noted that a budget amendment would need to be brought forward, however, Council could move forward with approving this item.**

Mayor Sheldon called for further comments. Hearing and seeing none, **Councilmember Coburn moved to approve Resolution No. 23-38. Councilman Jarman seconded the motion.** Mayor Sheldon called for further discussion. Hearing and seeing none, Mayor Sheldon asked the Clerk to call the roll. **Resolution No. 23-38 was adopted by a unanimous (5-0) roll call vote.**

Councilman Jarman	Aye
Councilmember Coburn	Aye
Councilman Chester	Aye
Vice Mayor Casto	Aye
Mayor Sheldon	Aye

CITY MANAGER REPORT – Manager Whitman reported on Mr. John Johnson’s passing. Manager Whitman reported Mr. Johnson sat on two City committees and noted Council may want to consider appointing someone to the Audit Committee and someone to the Half Center Sales Tax Committee in December. Manager Whitman thanked all Veterans’ and thanked Ms. Veronica at the Police Department for her 20 years of service to the City.

CITY ATTORNEY REPORT - No report.

COUNCIL COMMENTS - Mayor Sheldon invited comments from Council.

Councilmembers thanked all Veterans and wished everyone a happy Veterans' Day. Mayor Sheldon congratulated Governor Ron DeSantis, Chief Financial Officer Jimmy Patronis, Senator Jay Trumbull, and Representative Neal Dunn on their recent victories, all of whom support PCB whole-heartedly.

With nothing further, Mayor Sheldon adjourned the meeting by unanimous consent at 9:57 a.m.

READ AND APPROVED this 8th day of December, 2022.



Mark Sheldon, Mayor
City of Panama City Beach, Florida

ATTEST:



Lynne Fasone, MMC, City Clerk

* ACTION ITEMS NOTED WITH AN ASTERISK ARE TAKEN BOTH BY THE CITY COUNCIL AND THE PANAMA CITY BEACH REDEVELOPMENT AGENCY JOINTLY AND CONCURRENTLY. IN THE EVENT OF A CONFLICT BETWEEN THE FOREGOING MINUTES AND A VERBATIM TRANSCRIPT OF THESE MINUTES, THE FOREGOING MINUTES SHALL CONTROL.