



City of  
**Panama City Beach**

City Hall  
17007 PCB Parkway  
PCB, FL 32413  
[www.pcbfl.gov](http://www.pcbfl.gov)

**MINUTES** of the **January 26, 2023** 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.

**Mayor Mark Sheldon called the January 26, 2023 regular 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.

Pastor Ethan Jago from Five Bridges Church led the invocation. Councilman Phil Chester led the Pledge of Allegiance.

Mayor Sheldon invited Communications Director Debbie Ingram to the podium. Director Ingram reported the City recently launched a photo contest and asked the public for photographs depicting life in Panama City Beach. Director Ingram reported further the City received more than 50 entries. Director Ingram announced the photo contest winner - Ms. Tracey Miller. Director Ingram invited Ms. Miller to the podium. Ms. Miller thanked Council for selecting her photo. Director Ingram reported she would submit Ms. Miller's photo to the Florida City/County Management Association, for consideration for the cover of its upcoming publication.

Mayor Sheldon provided community announcements. Mayor Sheldon called for approval of the January 12, 2023 regular meeting minutes. **Councilman Chester so moved. Councilman Jarman seconded the motion. The meeting minutes were unanimously approved by a roll call vote (5-0).**

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

**APPROVAL OF AGENDA**

Mayor Sheldon called for approval and/or changes to the agenda. Manager Whitman recommended adding **Resolution No. 23-104**, authorizing a budget amendment, to the regular agenda. Mayor Sheldon called for further changes. Hearing and seeing none, **Councilman Chester moved to approve the agenda, as amended. Councilman Jarman seconded the motion. All were unanimously in favor of approval of the agenda, as amended, by a roll call vote (5-0).**

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

**PRESENTATIONS**

On behalf of Council, Councilman Chester presented a Proclamation for “Certified Registered Nurse Anesthetists Week.” Councilman Chester also presented employees with years of service awards.

**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. Ms. Nancian Hall – Ms. Hall discussed her list of suggestions for improving PCB (copy **attached**).

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. 23-99, 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. 98A) TO PERMIT THE VISIT PANAMA CITY BEACH MARDI GRAS AND MUSIC FESTIVAL ON SATURDAY, FEBRUARY 4, 2023; AND PROVIDING AN IMMEDIATELY EFFECTIVE DATE.**

**RESOLUTION NO. 23-100, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING THE PURCHASE OF TWO TRUCKS FOR THE CODE ENFORCEMENT DEPARTMENT, IN THE TOTAL AMOUNT OF \$84,652.00 FROM TAYLOR’S DELAND NISSAN, INC., AND APPROVING THE TERMS OF AN AGREEMENT PROCURED BY THE FLORIDA SHERIFF’S ASSOCIATION GOVERNING THE PURCHASE.**

**RESOLUTION NO. 23-101, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING AN AGREEMENT WITH SOUTHEASTERN TURF GRASS SUPPLY, INC. FOR THE PURCHASE AND APPLICATION OF TURF TREATMENT CHEMICALS FOR THE PARKS AND RECREATION DEPARTMENT, IN THE TOTAL AMOUNT OF \$105,387.54.**

**\*RESOLUTION NO. 23-102, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING A TASK ORDER WITH VOLKERT, INC. FOR MAJOR ENGINEERING DESIGN AND PERMITTING SERVICES FOR PARKING FACILITY AT THE INTERSECTION OF FRONT BEACH AND MIDDLE BEACH ROAD, IN AN AMOUNT NOT TO EXCEED \$27,760.**

**ACTION ITEM, APPROVAL OF PUBLIC WORKS FIELD OPERATIONS MANAGER JOB DESCRIPTION.**

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

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

**REGULAR AGENDA- DISCUSSION/ACTION ITEMS**

**ORDINANCE NO. 1611, AMENDING THE WARD BOUNDARIES OF THE CITY, FIRST READING.**

Mayor Sheldon introduced City Attorney Myers. Mrs. Myers read Ordinance No. 1611 by title only. Mrs. Myers explained the ordinance proposes to amend the City’s charter, however, it does not require a referendum and can be effective after a public hearing and second hearing. Mayor Sheldon called for public comment on Item #1. Hearing and seeing none, Mayor Sheldon explained this was the perfect time to get this done, before the elections in April. Mayor Sheldon explained further that this would balance each Ward out to about 4,500 people in each Ward.

Mayor Sheldon noted this item was available to Council. **Councilman Chester moved to approve Ordinance 1611. Vice Mayor Casto seconded the motion.** Mayor Sheldon called for further discussion. Hearing and seeing none, Mayor Sheldon asked the Clerk to call the roll. **Ordinance No. 1611 was adopted by a (5-0) roll call vote.**

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

**ITEM 2. ORDINANCE NO. 1612, PROPOSING AMENDMENTS TO THE CITY CHARTER TO AMEND ARTICLE 5, UPON THE APPROVAL OF REFERENDUM, FIRST READING.**

Mayor Sheldon introduced City Attorney Myers. Mrs. Myers read Ordinance No. 1612 by title only. Mrs. Myers reported there was one small change to the Ordinance since it was published; with respect to the procurement of insurance coverage, not all things related to insurance. Mayor Sheldon explained the IT amendment was a little funky the last time so it did not make it through, and the insurance amendment would allow the City to use a broker, similar to other cities, and save the City some money. Vice Mayor Casto offered his support and noted it was worth trying again. Mayor Sheldon called for public comment on Item #2. Hearing and seeing none, Mayor Sheldon noted this item was available to Council. **Vice Mayor Casto moved to approve Ordinance 1612. Councilman Chester seconded the motion.** Mayor Sheldon asked the Clerk to call the roll. **Ordinance No. 1612 was adopted by a unanimous (5-0) roll call vote.**

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

**ITEM 3. RESOLUTION NO. 23-96, AN AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR WIDENING STATE ROAD 30 FROM NAUTILUS STREET TO RICHARD JACKSON BOULEVARD. ~~AND APPROVING A BUDGET AMENDMENT.~~ (See added Resolution 23-104)**

Mayor Sheldon introduced City Attorney Myers. Mrs. Myers read Resolution 23-96 by title only. Mayor Sheldon called for public comment on Item #3. Hearing and seeing none.

Mayor Sheldon noted this item was available to Council. Mayor Sheldon explained, sadly, this amount is what the City needs to spend to have Back Beach widened to 6-lanes. Vice Mayor Casto noted, for clarification, the City was paying this money to the State so the State could hire the contractor to move the utilities. Manager Whitman concurred and added it would be easier for the State to control the contractor.

Vice Mayor Casto inquired if the City had the funds set aside. Manager Whitman stated yes, and those funds were budgeted over three years. Councilmember Coburn inquired if the \$12 million included the 10% contingency. Mrs. Myers reported 10% was on top of, in addition to, the \$12 million. **Vice Mayor Casto moved to approve Resolution No. 23-96. Councilman Chester seconded the motion.** Mayor Sheldon called for further discussion. Hearing and seeing none, Mayor Sheldon asked the Clerk to call the roll. **Resolution No. 23-96 was adopted by a unanimous (5-0) roll call vote.**

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

**ADDED TO THE AGENDA: ITEM 4. RESOLUTION 23-104, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, AUTHORIZING A BUDGET AMENDMENT TO APPROPRIATE ADDITIONAL FUNDS FOR THE RELOCATION OF UTILITIES ON FDOT'S ROAD WIDENING PROJECT ON PANAMA CITY BEACH PARKWAY BETWEEN NAUTILUS ROAD AND R. JACKSON BOULEVARD.**

Mayor Sheldon introduced City Attorney Myers. Mrs. Myers read Resolution No. 23-104 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 noted this item was available to Council. **Councilman Chester moved to approve Resolution No. 23-104. Councilmember Jarman seconded the motion.** Mayor Sheldon asked the Clerk to call the roll. **Resolution No. 23-104 was adopted by a unanimous (5-0) roll call vote.**

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

**ITEM 5. RESOLUTION NO. 23-97, A TASK ORDER WITH TAYLOR ENGINEERING, INC. FOR ENVIRONMENTAL ENGINEERING CONSULTING SERVICES FOR PREPARATION OF AN ANNUAL WETLANDS COMPLIANCE REPORT.**

Mayor Sheldon introduced City Attorney Myers. Mrs. Myers read Resolution No. 23-97 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 commented that it's difficult not to think of Jim when you see "Conservation Park" mentioned.

Mayor Sheldon noted this item was available to Council. **Councilman Chester moved to approve Resolution 23-97. 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. 23-97 was approved by a unanimous (5-0) roll call vote.**

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

**ITEM 6. RESOLUTION NO. 23-98, APPROVING THE PURCHASE FROM NGU SPORTS LIGHTING, LLC OF AN LED SPORTS LIGHTING SYSTEM FOR FRANK BROWN PARK FESTIVAL SITE.**

Mayor Sheldon introduced City Attorney Myers. Mrs. Myers read Resolution 23-98 by title only. Mayor Sheldon called for public comment on Item #6. Hearing and seeing none, Mayor Sheldon noted this item was available to Council. Mayor Sheldon noted this item had been on the Parks wish list for some time. Councilman Jarman concurred and added the City should see some cost savings and maintenance savings. Councilmember Coburn inquired if the lights would be purple, as she was seeing with some newly installed lights. Mayor Sheldon stated no. Councilman Jarman commented that he understood the problem to be throughout the State and was with the manufacturer's coating and eventually the purple lights would be switched out.

**Councilman Jarman moved to approve Resolution No. 23-98. Vice Mayor Casto seconded the motion.** Mayor Sheldon called for further discussion. Hearing and seeing none, Mayor Sheldon asked the Clerk to call the roll. **Resolution No. 23-98 was approved by a unanimous (5-0) roll call vote.**

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

**ITEM 7. RESOLUTION NO. 23-103, APPROVING AN AGREEMENT WITH MAINLINE CONSTRUCTION, LLC RELATING TO THE GARDENIA STREET DRAINAGE PIPE PROJECT.**

Mayor Sheldon introduced City Attorney Myers. Mrs. Myers read Resolution 23-103 by title only. Mayor Sheldon called for public comment on Item #7. Hearing and seeing none. Mayor Sheldon noted this item was available to Council. Mayor Sheldon inquired if this contractor was the lowest bidder. Manager Whitman stated yes. **Councilman Jarman moved to approve Resolution No. 23-103. Councilman Chester seconded the motion.** Mayor Sheldon called for further discussion. Hearing and seeing none, Mayor Sheldon asked the Clerk to call the roll. **Resolution No. 23-103 was approved by a unanimous (5-0) roll call vote.**

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

**ITEM 8. DISCUSSION / ACTION ITEM, APPROVAL OF TRAVEL TO WASHINGTON, DC.**

Mayor Sheldon called for public comment on Item #8. Hearing and seeing none, Manager Whitman explained this was approval of the annual trip to Washington DC to push the City's legislative priorities. Manager Whitman added that last year's trip was very productive. Mayor Sheldon concurred and added that the City would keep pressing forward. **Councilman Chester moved to approve travel expenses to Washington, DC. Vice Mayor Casto seconded the motion.** Mayor Sheldon called for further discussion. Hearing and seeing none, Mayor Sheldon asked the Clerk to call the roll. **Travel to Washington, DC was approved by a unanimous (5-0) roll call vote.**

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

**ITEM 9. DISCUSSION / ACTION ITEM, APPOINTMENT TO THE HALF-CENT SALES TAX OVERSIGHT COMMITTEE.**

Mayor Sheldon called for public comment on Item #9. Hearing and seeing none, Mayor Sheldon turned the dais over to Vice Mayor Casto. Vice Mayor Casto recommended Grant Wittstruck fill the vacant seat. Mayor Sheldon noted this item was available to Council. **Councilman Jarman moved to approve the appointment of Grant Wittstruck. Councilmember Coburn seconded the motion.** Mayor Sheldon called for further discussion. Hearing and seeing none, Mayor Sheldon asked the Clerk to call the roll. **The appointment of Grant Wittstruck to the Half-Cent Sales Tax Oversight Committee was approved by a unanimous (5-0) roll call vote.**

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

**CITY MANAGER REPORT** – Manager Whitman reported on Public Works Director Kelly Jenkins’ upcoming retirement. Manager Whitman invited Director Jenkins to the podium. Manager Whitman and City Councilmembers thanked Kelly for the amazing job she and her team had done for the City. Director Jenkins thanked her team and thanked everyone for allowing her to be a part of City. Councilmembers wished Kelly a Happy Retirement!


**CITY ATTORNEY REPORT** - No report.

**COUNCIL COMMENTS** - Mayor Sheldon invited comments from Council.

Councilmember Coburn thanked everyone for coming out to the Senior Center for the chili cookoff. Vice Mayor Casto talked about the significant groundbreaking last week – the Tallahassee Memorial Hospital. Vice Mayor Casto thanked the three entities that formed the partnership to bring the hospital to PCB. Mayor Sheldon commented on the recent tornado in the area and noted that he was still a fan of the tornado early warning system and recommended having another conversation about it. Mayor Sheldon noted, to speak to Ms. Hall’s earlier comment regarding numbering the beach side of the beach accesses, he was working on that with the County.

**With nothing further, Mayor Sheldon adjourned the meeting by unanimous consent at 9:29 a.m.**

**READ AND APPROVED** this 9<sup>th</sup> day of February, 2023.

  
\_\_\_\_\_  
Mark Sheldon, Mayor  
City of Panama City Beach, Florida

**ATTEST:**  
  
\_\_\_\_\_  
Lynne Pasone, 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.

1-26-23  
Council  
Meeting

**IDEAS TO GET THE MAYOR RE-ELECTED  
AND BENEFIT THE COMMUNITY OF PANAMA CITY BEACH, FL.**

**Possible Goals for 2023-2024**

**If allowed to present to City Council, we could walk there. Places mentioned are about a mile from City Hall. Photos could be added.**

- 1. Parking in back for 2 small, strip malls near beach where round-a-bouts are going in.**
- 2. Access signs seen from beach side**
- 3. Beach bathrooms with water spigots behind them for washing sand off; or at least Port-a-Potties.**
- 4. City Park with band shelter across from beach parking (Free or metered parking and events could generate revenue)**
- 5. Kite Festivals on beach**
- 6. Chalk Fests with development of "Starfish" sidewalk**
- 7. Beach Bike Trails adjacent highways or beach "avenues"**
- 8. Since many roads are torn up, bike trails could be placed alongside of them but set back like sidewalks so no one will get hit. Check to see if grants are available.**
- 9. When school children get involved, parents and the community are more likely to give their support.**
- 10. 20 public bathrooms at Pier Park for each gender for larger events. Check out Pfiffner Park, Stevens Point, WI which has large bathroom facilities located near band shelter for huge crowds.**
- 11. Possibility of City Hall Art Director with 4 displays annually.**
- 12. Suggest each City Council member or their family members explore 2 PCB places a month and feature on City Website.**