



City of  
**Panama City Beach**

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

**MINUTES of the April 27, 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 April 27, 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.

**INVOCATION AND PLEDGE**

Pastor Ramon Duvall from Beachside Fellowship Church led the invocation. Vice Mayor Paul Casto lead the Pledge of Allegiance. Mayor Sheldon provided community announcements.

**MINUTES**

**Mayor Sheldon called for approval of the April 13, 2023, regular meeting minutes. Councilman Chester so moved. Councilman Jarman seconded the motion. The April 13<sup>th</sup> meeting minutes were unanimously approved by a roll call vote (5-0).**

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

**APPROVAL OF AGENDA**

**Mayor Sheldon called for approval and/or changes to the agenda. Hearing and seeing none, Councilman Jarman moved to approve the agenda. Vice Mayor Casto seconded the motion. All were unanimously in favor of approval of the agenda by a roll call vote (5-0).**

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

## **PRESENTATIONS**

Superintendent Bill Husfelt provided an update on Bay District Schools. Councilmembers thanked Superintendent Husfelt for his many years of service to Panama City Beach and Bay County.

On behalf of the entire City Council, Vice Mayo Casto presented the following proclamations:

1. ~~Employee Years of Service Awards~~ - *Employee unavailable*
2. Proclamation Presentation – Mental Health Awareness Month
3. Proclamation Presentation – National Arbor Day

\*CRA Manager Scott Passmore presented the attached **First Quarter 2023 CRA Update** PowerPoint. Mr. Passmore also introduced new Community Outreach Specialist for the Corradino Group, Ms. Donna Montgomery.

## **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. Molly Allen, Lullwater Lake resident – Ms. Allen commented that Lullwater Lake was part of a Box Turtle monitoring study group. Ms. Allen expressed her objections to the Outfall Project and the data used at the meeting last night with respect to septic and maps. Ms. Allen made a verbal public records request for the slide that was shown in the Parks & Rec Workshop; the slide that showed the reclaimed water/sewer at Frank Brown Park.
2. Burnie Thompson – Mr. Thompson expressed his objections to the Outfall Project.
3. Kurt Anderson – PCB resident – Mr. Anderson read from a written statement expressing his objections to the Outfall Project.
4. Mark Neitzel, PCB resident – Mr. Neitzel thanked Council and City staff for the job they do for the citizens. Mr. Neitzel commented on Item #4 on the Consent Agenda, referendum results. Mr. Neitzel expressed his disappointment that the insurance referendum did not pass. Mr. Neitzel discussed his personal experience, in the corporate world, with insurance brokers and the benefits and costs savings in using a broker. Mr. Neitzel asked Council to not give up on it.

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. 23-159, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING THE PURCHASE OF A CRANE TRUCK FROM CUMBERLAND INTERNATIONAL TRUCKS, LLC, IN THE TOTAL AMOUNT OF \$174,299; AND AGREEING TO BE BOUND BY THE TERMS AND CONDITIONS OF THE FLORIDA SHERIFF'S ASSOCIATION CONTRACT GOVERNING THAT PURCHASE.**

**RESOLUTION NO. 23-160, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING THE PURCHASE OF 6 OUTER REPLACEMENT AERATOR BEARINGS FROM 3BG SUPPLY CO. IN THE TOTAL AMOUNT OF \$8,934.36; AND APPROVING THE PURCHASE OF 4 INNER REPLACEMENT AERATOR BEARINGS FROM MOTION INDUSTRIES IN THE TOTAL AMOUNT OF \$18,501.04, FOR THE WASTEWATER TREATMENT FACILITY NO. 1.**

**\*RESOLUTION NO. 23-161, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH DEAL CONSULTING, INC., RELATING TO PROPERTY APPRAISAL SERVICES GENERALLY, AND APPROVING A TASK ORDER RELATING TO FRONT BEACH ROAD SEGMENT 4.3 SPECIFICALLY IN THE AMOUNT OF \$35,600.**

**RESOLUTION NO. 23-162, A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, ACCEPTING THE RESULTS OF THE SUPER TUESDAY CITY REFERENDUM.**

Mayor Sheldon noted the Consent Agenda was available to Council. **Councilman Chester moved to approve the Consent Agenda. Councilman Jarman seconded the motion.** Mayor Sheldon asked the Clerk to call the roll. **The Consent Agenda was unanimously approved by a (5-0) roll call vote.**

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

**REGULAR AGENDA- DISCUSSION/ACTION ITEMS**

**ITEM 1. ORDINANCE NO. 1617, AN ORDINANCE OF THE CITY OF PANAMA CITY BEACH, FLORIDA, AMENDING THE CITY OF PANAMA CITY BEACH POLICE OFFICERS' RETIREMENT PLAN, SECOND READING / PUBLIC HEARING.**

Mayor Sheldon introduced City Attorney Myers. Mrs. Myers read Ordinance No. 1617 by title only. Mayor Sheldon invited Assistant City Manager White to comment. Ms. White noted she was available to answer any questions. Mayor Sheldon opened the public hearing. Hearing and seeing no comments, Mayor Sheldon closed the public comment period. Mayor Sheldon noted this item was available to Council.

**Councilman Chester moved to approve Ordinance 1617. Councilman Jarman seconded the motion.** Mayor Sheldon called for further discussion. Hearing and seeing none, Mayor Sheldon asked the Clerk to call the roll. **Ordinance No. 1617 was adopted by a unanimous (5-0) roll call vote.**

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

**ITEM 2. ORDINANCE NO. 1618, AN ORDINANCE OF THE CITY OF PANAMA CITY BEACH, FLORIDA, AMENDING THE CITY OF PANAMA CITY BEACH FIREFIGHTERS' RETIREMENT PLAN, SECOND READING / PUBLIC HEARING.**

Mayor Sheldon introduced City Attorney Myers. Mrs. Myers read Ordinance No. 1618 by title only. Mayor Sheldon opened the public hearing. Hearing and seeing no comments, Mayor Sheldon closed the public comment period. Mayor Sheldon noted this item was available to Council.

**Vice Mayor Casto moved to approve Ordinance 1618. Councilman Chester seconded the motion.** Mayor Sheldon called for further discussion. Hearing and seeing none, Mayor Sheldon asked the Clerk to call the roll. **Ordinance No. 1618 was adopted by a unanimous (5-0) roll call vote.**

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

**ITEM 3. ORDINANCE NO. 1619, AN ORDINANCE OF THE CITY OF PANAMA CITY BEACH, FLORIDA, AMENDING THE CITY OF PANAMA CITY BEACH GENERAL EMPLOYEES' RETIREMENT PLAN, SECOND READING / PUBLIC HEARING.**

Mayor Sheldon introduced City Attorney Myers. Mrs. Myers read Ordinance No. 1619 by title only. Mayor Sheldon opened the public hearing. Hearing and seeing no comments, Mayor Sheldon closed the public comment period. Mayor Sheldon noted this item was available to Council.

**Councilman Chester moved to approve Ordinance 1619. Councilman Jarman seconded the motion.** Mayor Sheldon called for further discussion. Hearing and seeing none, Mayor Sheldon asked the Clerk to call the roll. **Ordinance No. 1619 was adopted by a unanimous (5-0) roll call vote.**

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

**ITEM 4. ORDINANCE NO. 1621, MEDICAL CAMPUS OVERLAY DISTRICT, FIRST READING.**

Mayor Sheldon introduced City Attorney Myers. Mrs. Myers read Ordinance No. 1621 by title only. Mayor Sheldon called for public comment on Item #4. Hearing and seeing none, Mayor Sheldon invited Director Mel Leonard to the podium.

Director Leonard reported, at the request of the Developer of the medical center at the 4-corners, the City worked to create a new overlay district. Director Leonard explained the "Medical Campus Overlay District" being proposed to the Land Development Code would specifically address the development of hospitals, medical centers, and associated accessory structures and uses. Director Leonard briefly provided a few examples included in the proposal such as the importance of signs/wayfinding signs on a medical campus, ceiling heights/height limits, greater setbacks, and limited uses in the overlay district. Director Leonard reported the Planning Board considered this item at their April 12, 2023, meeting, and recommended approval by a vote of 6-0.

Mayor Sheldon reported he and Councilmember Coburn attended the Planning Board meeting, the Board did a great job, and he was in favor of the item. Mayor Sheldon noted this item was available to the Council.

**Vice Mayor Casto moved to approve Ordinance 1621. Councilman Chester seconded the motion. All were unanimously in favor of approval of Ordinance 1621 by a roll call vote (5-0).**

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

**ITEM 5. RESOLUTION NO. 23-163, APPROVING A CHANGE ORDER FOR FIRE STATION #31 PROJECT.**

Mayor Sheldon introduced City Attorney Myers. Mrs. Myers read Resolution 23-163 by title only. Mayor Sheldon called for public comment on Item #5. Hearing and seeing none, Mayor Sheldon invited Construction Project Manager Al Shortt to the podium.

Manager Shortt explained the initial engineer underestimated the electrical load in the original bid documents/shop drawings. Manager Shortt reported this was caught early on, so nothing needed to be changed. Manager Shortt noted Staff and JRA Architects recommend approval of the change order for upsizing the electrical service to the temporary fire department housing building. Manager Shortt reported the upsizing would have been included the original bid, and, unfortunately, everything was on hold right now until this gets approved.

Mayor Sheldon concurred with Manager Shortt and reiterated that this should have been included in the original bid, the City was not spending additional money just adding that cost that should have been in the bid. Mayor Sheldon noted this item was available to Council.

**Councilmember Coburn moved to approve Resolution 23-163. Councilman Chester seconded the motion. All were unanimously in favor of approval of Resolution No. 23-163 by a roll call vote (5-0).**

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

**ITEM 6. RESOLUTION NO. 23-164, APPROVING A TASK ORDER WITH HALFF ASSOCIATES, INC. RELATING TO GAYLE’S TRAILS; AND AUTHORIZING A BUDGET AMENDMENT.**

Mayor Sheldon introduced City Attorney Myers. Mrs. Myers read Resolution 23-164 by title only. Mayor Sheldon called for public comment on Item #6.

1. Molly Allen, Lullwater Lake resident – Ms. Allen inquired as to the location of the trails and where they would be extending to.

Mayor Sheldon called for additional public comment. Hearing and seeing none, Mayor Sheldon invited Interim Public Works Director Kathy Younce to the podium.

Director Younce reported the trail would connect to Breakfast Point, follow along the north boundary of Arnold High School, west past Seagrass Village.

Mayor Sheldon noted this item was available to the Council.

**Vice Mayor Casto moved to approve Resolution No. 23-164. 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. 23-164 was approved by a unanimous (5-0) roll call vote.**

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

**\*ITEM 7. RESOLUTION NO. 23-165, APPROVING AN AGREEMENT WITH FLORIDA POWER & LIGHT COMPANY RELATING TO FRONT BEACH ROAD SEGMENT 4.1.**

Mayor Sheldon introduced City Attorney Myers. Mrs. Myers read Resolution 23-165 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.

**Councilman Chester moved to approve Resolution No. 23-165. 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. 23-165 was approved by a unanimous (5-0) roll call vote.**

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

**\*ITEM 8. RESOLUTION NO. 23-166, APPROVING THE PURCHASE OF PAVEMENT MATERIALS FROM ANGCO, INC., FOR FRONT BEACH ROAD SEGMENT 2; AND AUTHORIZING A BUDGET AMENDMENT.**

Mayor Sheldon introduced City Attorney Myers. Mrs. Myers read Resolution 23-166 by title only. Mayor Sheldon called for public comment on Item #8. Hearing and seeing none, Mayor Sheldon reported this was exciting for the City. Councilmembers concurred. Mayor Sheldon noted this item was available to the Council.

**Councilman Jarman moved to approve Resolution No. 23-166. 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. 23-166 was approved by a unanimous (5-0) roll call vote.**

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

**ITEM 9. RESOLUTION NO. 23-167, APPROVING AN AGREEMENT WITH CEDAR CHEM, LLC, FOR THE PURCHASE OF SLUDGE DEWATERING POLYMER.**

Mayor Sheldon introduced City Attorney Myers. Mrs. Myers read Resolution 23-167 by title only. Mayor Sheldon called for public comment on Item #9.

1. Molly Allen, Lullwater Lake resident – Ms. Allen inquired as to what the sludge would be used for, pipes, lakes, etc.

Mayor Sheldon called for further public comment. Hearing and seeing none, Mayor Sheldon invited Director Mark Shaeffer to the podium.

Director Shaeffer explained this pertains to wastewater treatment plant sludge, generated, and processed at the wastewater treatment plant. Mayor Sheldon called for further questions for Director Shaeffer.

Councilmember Coburn inquired as to how the 700 ac. were coming along at Conservation Park. Director Shaeffer reported Staff was working through the particulars on the restrictions and covenants. Mayor Sheldon concurred and reported last he heard it was with Legal in Tallahassee. Manager Whitman concurred.

Mayor Sheldon noted this item was available to the Council.

**Councilman Jarman moved to approve Resolution No. 23-167. 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. 23-167 was approved by a unanimous (5-0) roll call vote.**

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

**CITY MANAGER REPORT** – Manager Whitman introduced the City’s new IT Director, Mr. Webb Warren. Director Warren thanked Manager Whitman and noted that it was a pleasure to be here, and it was evident to him that the City has a great team.

**CITY ATTORNEY REPORT** - No report.


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

Councilman Jarman answered the questions raised during the public comment period with respect to last night’s Outfall meeting on water quality and the pipe connection at 79 to Calypso. Councilman Jarman reported these items/questions were answered, he was in attendance.

Mayor Sheldon thanked everyone for participating in the Parks & Rec Workshop and he was happy with everything that was advanced.

**With nothing further, Mayor Sheldon adjourned the meeting by unanimous consent at 9:54 a.m.**

**READ AND APPROVED** this 11<sup>th</sup> day of May, 2023.

  
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 (“CRA”) 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.