



City of Panama City Beach

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

MINUTES of the August 8, 2023, 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 August 8, 2023, special meeting to order at 9:00 a.m.

ROLL CALL

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

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

INVOCATION AND PLEDGE OF ALLEGIANCE

Pastor Paul McComack with Christ Our Savior Lutheran Church led the invocation. Mayor Sheldon led the pledge of allegiance and provided community announcements.

MINUTES

Mayor Sheldon called for approval of the July 27, 2023, regular meeting minutes. **Councilman Chester so moved. Councilmember Coburn seconded the motion. The July 27th regular meeting minutes were unanimously approved by a roll call vote (4-0).**

Councilmember Coburn	Aye
Councilman Chester	Aye
Vice Mayor Casto	<i>Excused</i>
Councilman Jarman	Aye
Mayor Sheldon	Aye

APPROVAL OF AGENDA

Mayor Sheldon called for approval and/or deletions to the agenda. Hearing and seeing none, **Councilman Chester moved to approve the agenda. Councilmember Coburn seconded the motion. All were unanimously in favor of approval of the agenda, as presented, by a roll call vote (4-0).**

Councilmember Coburn	Aye
Councilman Chester	Aye
Vice Mayor Casto	<i>Excused</i>
Councilman Jarman	Aye
Mayor Sheldon	Aye

Mayor Mark Sheldon	Vice Mayor Paul Casto	Ward 2 Phil Chester	Ward 3 Mary Coburn	Ward 4 Michael Jarman	City Manager Drew Whitman
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PRESENTATIONS

Mayor Sheldon invited Mr. Wyatt Rothwell, City Engineer, to provide an update on the 2023 Street Resurfacing Project (copy of presentation **attached**).

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.

Maria Thompson, 157 Seclusion Circle – Ms. Thompson commented on CRA parking. Ms. Thompson expressed concern that there would not be enough parking after the CRA redesign was completed, that parking was being eliminated in the Bid-A-Wee area.

Burnie Thompson – Mr. Thompson commented on the TDC funding Gulf Coast Jam and Sand Jam.

Stuart Tettemer, 300 Tarpon Street – Mr. Tettemer commented on the CRA design with respect to safety, parking, tram lanes, pedestrian crossing, grade separation and distributed the **attached** handout.

Richard McMahon, 404 Albatross Street – Mr. McMahon provided three reasons to continue street parking in the Bid-A-Wee area around Nautilus to Crane Streets.

Alfredo Martin, Bid-A-Wee resident– Mr. Martin commended Council for the resurfacing project taking place in the City. Mr. Martin encouraged Council to drive by Crane Street and Front Beach Road and look at the multiple potholes that need repaired.

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

CONSENT AGENDA

- 1. REVISION OF THE MASTER AUDIT LIST TO REMOVE SURPLUS ITEMS.** These items are to be removed from the Master Audit List. Staff recommends approval. By approval of this matter in the Consent Agenda, the City Council makes a finding of surplus for these items and approves their removal from the Master Audit List.

Mayor Sheldon asked the Clerk to read the Consent Agenda. Mayor Sheldon noted the Consent Agenda was available to Council. **Councilman Jarman moved to approve the Consent Agenda. Councilman Chester seconded the motion.** Mayor Sheldon asked the Clerk to call the roll. **The Consent Agenda was unanimously approved by a (4-0) roll call vote.**

Councilmember Coburn	Aye
Councilman Chester	Aye
Vice Mayor Casto	<i>Excused</i>
Councilman Jarman	Aye
Mayor Sheldon	Aye

REGULAR AGENDA- DISCUSSION/ACTION ITEMS

ITEM 1. ORDINANCE NO. 1623-R, INFILL LOT STORMWATER REQUIREMENTS, THIRD READING.

Mayor Sheldon introduced City Attorney Cole Davis. Mr. Davis read Ordinance No. 1623-R by title only. Mr. Davis explained Council had seen this ordinance twice before, however, the “R” indicates it had been substantially revised. Mr. Davis discussed the addition of new section (g):

(g) Prior to the issuance of any Development Order or Building Permit, the applicant shall submit a grading and drainage plan, subject to the approval of the Public Works Department, designed to prevent excess stormwater runoff in a 100-year flood event of critical duration which shall bear the stamp of a Florida Licensed Professional Engineer. The Building Department shall not issue a certificate of occupancy without receipt of an As-Built Survey, bearing the stamp of a Florida Licensed Professional Land Surveyor and a letter, bearing the stamp of a Florida Licensed Professional Engineer certifying that the drainage plans were built as designed, subject to the review of the Public Works Department. All grading and drainage plans required by subsection (g) shall contain:

1. Name, address, and telephone number of the applicant.

2. Location map and/or aerial photograph of the development site, which clearly outlines project boundaries.

3. Boundary and topographic survey, including the location of all easements, rights of way, and Coastal Setback Line or Coastal Construction Control Line as appropriate. Topographic survey to extend by a minimum of ten (10) feet beyond the property line. Must show highest point of the crown of the road or top of curb along the lot frontage.

4. Flood zone determination from the Flood Insurance Rate Maps.

5. Elevations of any flood zone along with the flood hazard boundaries shall be delineated on the drainage plans. For structures located in FEMA Special Flood Hazard Areas, include the Engineer's determined Base Flood Elevation. (For Special Flood Hazard Areas without base flood elevations see 3.02.05(B))

6. The grading and drainage plans shall include existing and proposed finished grade contours at one (1) foot elevation intervals. Flow arrows indicating the Stormwater runoff directions.

7. A detailed description of the method of conveying stormwater from imperious surface to the Right of Way with elevations and dimensions.

Mayor Sheldon called for public comments. Hearing and seeing none, Mayor Sheldon closed the public comment period.

Mayor Sheldon invited Director Leonard to comment. Director Leonard explained before a building permit would be issued, a professional engineer will need to certify the drainage plan, and before a certificate of occupancy is issued, an engineer will need to certify, along with a surveyor, that the as-builts were indeed constructed as planned. Director Lenard further explained, as recommended by the Planning Board, a homeowner will need to sign an acknowledgement letter to ensure that the homeowner was aware of these requirements.

Mayor Sheldon noted this item was available to Council. Councilman Jarman thanked staff and legal for addressing this issue and noted he was happy with the revisions. Councilmember Coburn concurred with Councilman Jarman. **Councilman Jarman moved to approve Ordinance No. 1623-R. Councilmember Coburn seconded the motion.** Mayor Sheldon asked the Clerk to call the roll. **Ordinance No. 1623-R was adopted by a unanimous (4-0) roll call vote.**

Councilmember Coburn	Aye
Councilman Chester	Aye
Vice Mayor Casto	<i>Excused</i>
Councilman Jarman	Aye
Mayor Sheldon	Aye

ITEM 2. ORDINANCE NO. 1625, AMENDING CITY CODE CHAPTER 29 RELATED TO EMERGENCY MANAGEMENT, SECOND READING / PUBLIC HEARING.

Mayor Sheldon introduced City Attorney Cole Davis. Mr. Davis read Ordinance No. 1625 by title only. Mr. Davis explained that Ms. Ingram helped him prepare the slide being projected explaining what proposed Ordinance 1625 includes and what Ordinance 1586, which was passed during Spring Break 2022 includes (copy attached).

Mayor Sheldon called for public comments.

Colleen Swabb, Outlaw Rentals – Ms. Swabb expressed concern with the way the ordinance was written, specifically, not being able to rent golf carts and/or slingshots for 42 days. Ms. Swabb discussed linemen and residents, during Hurricane Michael, renting her carts for at least 90 days because vehicles could not be rented and/or vehicles were destroyed. Ms. Swabb asked for clarification.

Bruce Biage, 116 Covington Street, Palmetto Trace - Mr. Biage expressed concern that the ordinance gives the City Manager dictator powers. Mr. Biage provided the definition and characteristics of a dictator and discouraged Council from passing the ordinance.

Burnie Thompson – Mr. Thompson echoed what the previous gentlemen said and discouraged Council from passing the ordinance.

Mark Meade, Laketown Warf – Mr. Meade stated he was here for the TDC meeting, however, seeing this ordinance for the first time, he was not in favor of it.

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

Mayor Sheldon noted this item was available to Council. Councilman Jarman addressed consequences for bad actions by a City Manager with respect to this ordinance, unlike a dictator. Councilman Jarman explained the ordinance was designed so Council could take immediate action if they were unhappy with a City Manager's actions. Councilman Jarman explained everything in the ordinance currently exists in Florida State statutes; these powers have already been granted to municipalities. Councilman Jarman further added this ordinance explains how actions would be controlled and how the City's Emergency Management Plan needs to be amended, as required by Florida State statute. Councilman Jarman discussed the 42-days timeframe being taken from the Florida State statutes and how the City added more checks and balances into this ordinance than the state.

Councilmember Coburn reported her opinion was unchanged and she believed the ordinance to be too board and overreaching. Councilmember Coburn expressed concern that Council was giving up its power to one individual, the City Manager. Councilmember Coburn stated she would be voting against the ordinance.

Councilman Chester noted he was the only Councilmember that was on Council during Hurricane Michael. Councilman Chester noted he was in favor of the ordinance as it was definitely needed during emergencies. **Councilman Chester moved to approve Ordinance No. 1625.**

Mayor Sheldon discussed the weather event on the west end of the beach last year that affected the Blu Convenience Store and residents. Mayor Sheldon explained he was comfortable giving the City Manager

the powers in the interim, prior to Council being able to call an emergency meeting. Mayor Sheldon noted there was a motion on the floor by Councilman Chester.

Councilman Jarman seconded the motion. Mayor Sheldon asked the Clerk to call the roll. **Ordinance No. 1625 was adopted by a (3-1) roll call vote.**

Councilmember Coburn	No
Councilman Chester	Aye
Vice Mayor Casto	<i>Excused</i>
Councilman Jarman	Aye
Mayor Sheldon	Aye

ITEM 3. RESOLUTION NO. 23-204, FINAL ASSESSMENT FOR NUISANCE ABATEMENT, PUBLIC HEARING.

Mayor Sheldon introduced City Attorney Cole Davis. Mr. Davis read Resolution No. 23-204 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 invited comments from Attorney Davis. Mr. Davis explained the resolution confirms the roll to the tax collector on the five properties listed.

Mayor Sheldon noted this item was available to Council. Hearing and seeing none no comments, **Councilman Jarman moved to approve Resolution No. 23-204. Councilman Chester seconded the motion.** Mayor Sheldon asked the Clerk to call the roll. **Resolution No. 23-204 was adopted by a unanimous (4-0) roll call vote.**

Councilmember Coburn	Aye
Councilman Chester	Aye
Vice Mayor Casto	<i>Excused</i>
Councilman Jarman	Aye
Mayor Sheldon	Aye

ITEM 4. RESOLUTION NO. 23-205, APPROVING AGREEMENTS FOR THE PURCHASE OF WATER METERS FOR THE UTILITIES DEPARTMENT; AND AUTHORIZING A BUDGET AMENDMENT.

Mayor Sheldon introduced City Attorney Cole Davis. Mr. Davis read Resolution No. 23-205 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 comments from Director Shaeffer. Director Shaeffer noted he was available to answer questions. Mayor Sheldon noted this item was available to Council. **Councilmember Coburn moved to approve Resolution No. 23-205. Councilman Chester seconded the motion.** Mayor Sheldon asked the Clerk to call the roll. **Resolution No. 23-205 was adopted by a unanimous (4-0) roll call vote.**

Councilmember Coburn	Aye
Councilman Chester	Aye
Vice Mayor Casto	<i>Excused</i>
Councilman Jarman	Aye
Mayor Sheldon	Aye

ITEM 5. RESOLUTION NO. 23-206, APPROVING AN AGREEMENT FOR THE PURCHASE OF AN INVESTIGATIVE SOFTWARE PACKAGE; AND AUTHORIZING A BUDGET AMENDMENT.

Mayor Sheldon introduced City Attorney Cole Davis. Mr. Davis read Resolution No. 23-206 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. Councilmember Coburn thanked the TDC for funding this software package. Mayor Sheldon concurred. **Councilman Jarman moved to approve Resolution No. 23-206. Councilmember Coburn seconded the motion.** Mayor Sheldon asked the Clerk to call the roll. **Resolution No. 23-206 was adopted by a unanimous (4-0) roll call vote.**

Councilmember Coburn	Aye
Councilman Chester	Aye
Vice Mayor Casto	<i>Excused</i>
Councilman Jarman	Aye
Mayor Sheldon	Aye

ITEM 6. RESOLUTION NO. 23-207, AUTHORIZING AQUISITION OF AND OFFERS FOR LAND FOR FRONT BEACH ROAD SEGMENT 4.3.

Mayor Sheldon introduced City Attorney Cole Davis. Mr. Davis read Resolution No. 23-207 by title only. Mayor Sheldon called for public comment on Item #6.

Colleen Swabb, Outlaw Rentals – Ms. Swabb inquired if her property, 13416 Front Beach Road, was included in this resolution. Attorney Davis stated no.

Alfredo Martin, Bid-A-Wee resident– Mr. Martin recommended Council disclose the properties on the list. Mr. Martin inquired if 13330 Front Beach Road and/or 13407 Oleander Drive were on the list. Manager Whitman stated no.

Mayor Sheldon and City Manager Whitman explained that all of the properties were disclosed in the council packet, that the agenda was just a summary.

David Malki, 16555 Front Beach Road, 13498 Front Beach Road, 13500 Front Beach Road, 13501 Front Beach Road – Mr. Malki stated he would not like to have his businesses/properties taken by eminent domain. Mr. Malki also commented that the City Manager had been very respectful and responsive to maintenance of his properties over the years. Mr. Malki reported Hibiscus Street, behind his property, was left unpaved and that he had been adding his own asphalt. Mr. Malki asked if that could be corrected. Mr. Malki discussed trucks getting tangled in the low telephone/utility wires behind his business and reported poles and wires were now down in his parking lot between Azalea and Hibiscus and the repair trucks were blocking his parking lot. Mr. Malki asked for help. Manager Whitman reported, full disclosure, that he and Dave were friends, and they had been working on this for years, reaching out to FP&L, etc. Manager Whitman reported the poles belong to FP&L, not Gulf Power, and the police are aware of the problem as well.

Mayor Sheldon called for further comments. Hearing and seeing none, Mayor Sheldon closed the public comment period.

Mayor Sheldon noted this item was available to Council. **Councilman Jarman moved to approve Resolution No. 23-207. Councilman Chester seconded the motion.** Mayor Sheldon asked the Clerk to call the roll. **Resolution No. 23-207 was adopted by a unanimous (4-0) roll call vote.**

Councilmember Coburn	Aye
Councilman Chester	Aye
Vice Mayor Casto	<i>Excused</i>
Councilman Jarman	Aye
Mayor Sheldon	Aye

ITEM 7. RESOLUTION NO. 23-208, APPROVING A PAY PLAN FOR CITY EMPLOYEES; AUTHORIZING IMPLEMENTATION OF THE RESULTS OF THAT STUDY; AUTHORIZING A COST-OF-LIVING ADJUSTMENT FOR ALL FULL-TIME CITY EMPLOYEES.

Mayor Sheldon introduced City Attorney Cole Davis. Mr. Davis read Resolution No. 23-208 by title only. Mayor Sheldon called for public comment on Item #7.

Mark Meade, Laketown Warf – Mr. Meade commented that the TDC should be paying for the Fire Department assessment and should be paying for the city raises. Mr. Meade stated he was for the city employees, however, against the source of the funds because the TDC should be paying their fair share.

Mayor Sheldon called for further comments. Hearing and seeing none, Mayor Sheldon closed the public comment period.

Manager Whitman introduced Rob Williamson of Evergreen Solutions and thanked him for assisting with the City's pay plan study. Manager Whitman also thanked Holly White, Julie Roeder, and the Directors for assisting with the study. Manager Whitman explained his goal was to be very transparent with the process this time, so everyone was involved. Manager Whitman turned the floor over to Rob Williamson.

Mr. Williamson thanked staff and noted Julie should be commended for coming in in the middle of process. Mr. Williamson reviewed and discussed the **attached** PowerPoint. Mr. Williamson noted he was available to answer questions.

Mayor Sheldon noted this item was available to Council. Mayor Sheldon recommended that the pay study be performed annually to ensure city employees were being taken care of. Mayor Sheldon thanked Julie and the team and noted he was 100% in favor of the resolution.

Councilman Jarman concurred and stated that he ran the numbers, so he was comfortable with the pay plan and COLA and supported the resolution.

Councilmember Coburn inquired if the City Manager, Assistant City Manager and City Clerk were included in this study. Mr. Williamson noted he believed they were part of the market survey, if not he would run those numbers. Councilmember Coburn inquired if they would be receiving an increase. Mr. Williamson reported all three positions were contract positions, so Evergreen could provide a market range for the contract positions, but it was the will of the Board. Mayor Sheldon explained, as part of their contracts, they receive the COLA. Councilmember Coburn stated she was fine with the COLA, however, would they be receiving an increase. Mayor Sheldon reported no, they would not be receiving any of the parity, which is why Council did the increase a couple months ago, because they were below the minimum.

Councilman Chester read a text message from a homeowner thanking the Utilities team who responded to the homeowner's service call. Councilman Chester asked Director Shaeffer to thank those employees. Councilman Chester stated he supported the City's employees and was in favor of the pay plan and COLA. Councilman Chester assured everyone that he, Vice Mayor Casto and the City Manager make requests to the TDC for funds on behalf of the City, funds that the TDC was legally able to disburse.

Mayor Sheldon noted this item was available to Council. **Councilman Jarman moved to approve Resolution No. 23-208. Councilmember Coburn seconded the motion.** Mayor Sheldon asked the Clerk to call the roll. **Resolution 23-208 was adopted by a unanimous (4-0) roll call vote.**

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

Mayor Sheldon reported that Mr. Williamson would be available tomorrow morning to answer employees' questions regarding the pay plan. Mayor Sheldon thanked Rob for coming to PCB and staying over to assist the employees.

CITY MANAGER REPORT – Manager Whitman thanked Mr. Williamson and added, as a follow up to the Mayor's comment, the City will also record Rob's presentation for those employees who are unable to attend tomorrow's presentation in person. Manager Whitman thanked Council for passing the pay plan and supporting the employees.


CITY ATTORNEY REPORT – No report.

COUNCIL COMMENTS – Mayor Sheldon invited comments from Council.

Councilman Jarman reported that the CRA was currently looking for public parking locations. Councilman Chester reported there was a parking study going on right now as well to help identify locations. Mayor Sheldon asked someone to follow up with Stuart Tettemer regarding his comments earlier about grade separation in the CRA tram lane. Mayor Sheldon thanked Stuart. Mayor Sheldon asked Manager Whitman to have someone follow up on Alfie's comment with respect to the potholes. Mayor Sheldon thanked Wyatt and the Public Works team. Mayor Sheldon reported today was a special meeting because the team would be leaving for a few days to attend the FLC conference.

With nothing further, Mayor Sheldon adjourned the meeting by unanimous consent at 10:20 a.m.

READ AND APPROVED this 24th day of August, 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.

Street Resurfacing FY 2023 *Update*

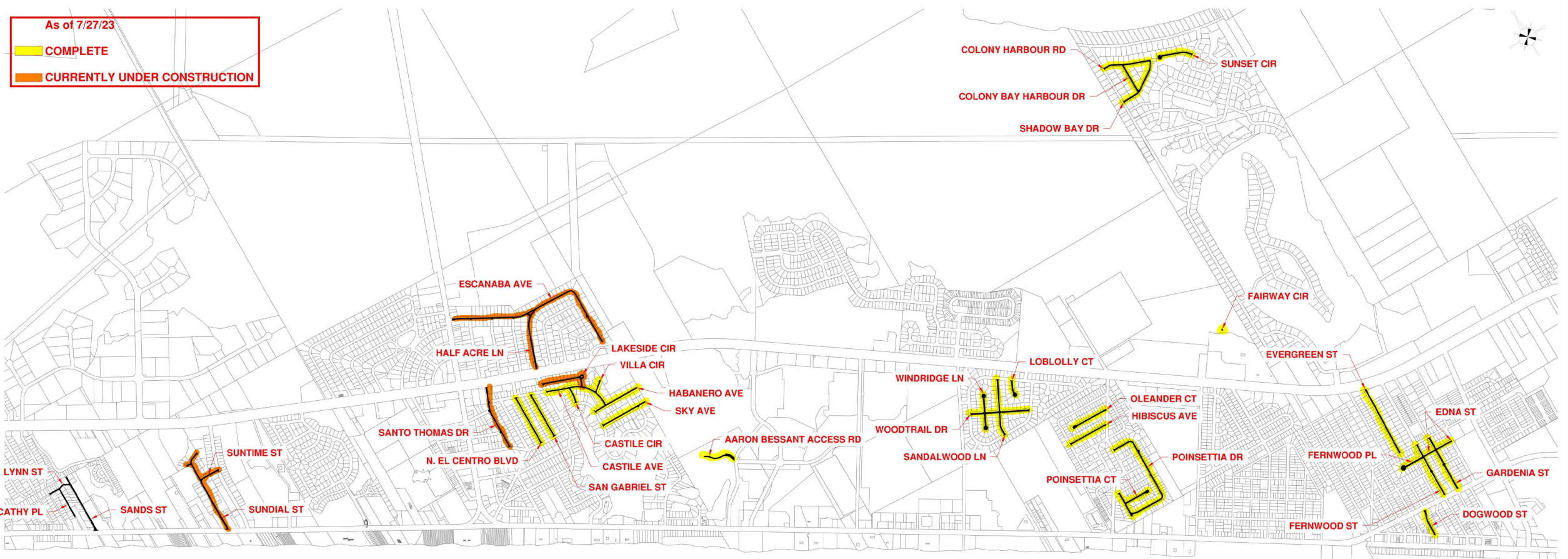


Roadway Progress

As of 7/27/23

COMPLETE

CURRENTLY UNDER CONSTRUCTION



NO.	DATE	BY

DATE:	12-22-2022
SCALE:	N.T.S.
DESIGNED BY:	W.O.R.
DRAWN BY:	L.J.S.
CHECKED BY:	W.O.R.
FILE NO:	

CITY OF
PANAMA CITY BEACH

115 SOUTH ARNOLD ROAD

PANAMA CITY BEACH, FLORIDA 32413

STREET RESURFACING PROJECT 2022 / 2023		SHEET NUMBER
PROPOSED ROADWAYS <small>(SUBJECT TO BUDGET FUNDING)</small>		1 of 1

Resurfacing FY 2023

	Description	Grade	Length
West End to Summer Breeze			
Lynn St	From Vistavia Street to Sands Street	B	442
Cathy Pl	From Lynn Street to southern limit	C	603
Sands St	From Front Beach Road to northern limit	C	1176
Sundial Street	From Front Beach Road to northern limit	C	1683
Suntime	From Twilight Bay Drive to cul-de-sac	C	397
East Gulf Highlands			
Escanaba Ave	From PCB Pkwy to SR 79	D	3549
Half Acre Lane	From Panama City Beach Parkway to Escanaba Avenue	C	1207
Lullwater			
Santo Thomas Dr	From Panama City Beach Parkway to Hernando Avenue	C	1240
N. El Centro Blvd	From Panama City Beach Parkway to El Centro Boulevard (E)	D	993
San Gabriel St	From Castile Avenue to El Centro Boulevard (E)	C	910
Lakeside Cr	From Lullwater Drive to Castile Avenue	C	1108
Castile Ave	From mSanto Thomas Street to Habanaro Ave	C	1256
Castile Cr	From Castile Avenue to Lullwater Drive (E)	C	305
Villa Ct	From Castile Avenue to cul-de-sac	C	229
Habanero St	From Lullwater Drive (E) to eastern Limits	C	922
Sky Ave	From western intersection with Lullwater Drive (E) to eastern limit	C	925
Summerwood			
Woodtrail Dr	From Summerwood Drive to Summerwood Drive	C	1121
Windridge Ln	From north to south cul-de-sacs, Located off of Woodtrail Drive	C	612
Sandalwood Ln	Intersection of Woodtrail Dr. & Sandalwood Lane	C	1080
Loblolly Ct	From Summerwood Drive to cul-de-sac	C	281
Open Sands			
Oleander Ct	From Gulf Boulevard (E) to cul-de-sac	C	726
Hibiscus Avenue	From Oleander Circle to Gulf Boulevard (E)	C	776
Poinsettia Drive	From Palm Avenue to Gulf Boulevard (E)	D	2739
Poinsettia Ct	From Poinsettia Drive to cul-de-sac	C	504
Colony Club			
Fairway Circle Extension	Rodway Connecting Nautilus Street to Colony Club		30
Colony Harbour Rd	From Moonlight Bay Drive to Shadow Bay Drive	C	914
Colony Bay Harbour Dr	From Colony Harbour Road to Shadow Bay Drive	C	586
Shadow Bay Drive	From Moonlight Bay Drive Colony Harbour Road	D	990
Sunset Circle	From Twilight Bay Drive to cul-de-sac	C	642
Bahama Beach			
Evergreen Street	From Panama City Beach Parkway to Agave Street	C	1422
Edna Street	From Beth Street to Fernwood Place	D	605
Gardenia Street	From Panama City Beach Parkway to Hutchinson Boulevard	C	2500
Fernwood Street	Agave Street to Hutchinson Boulevard	D	1120

Totals	33593
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Total Lane Miles	12.72
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Habanero Avenue Pre-Construction



Habanero Avenue Post-Construction



Recap on Project

- Currently Complete with 73% of roadway paving (as of 7/27/23)
- Provided Contractor with 8 Additive Alternate Speed Humps for 5 different roads
- Final Completion September 5, 2023
- 12.72 Lane Miles Resurfaced

Questions?

Street Resurfacing
FY 2022 & FY 2023



CRA Design Safety – PCB City Council Meeting Tues, August 8th 2023 at 9am

- The CRA is designed to discourage traffic on Front Beach, but **slow traffic is still expected** and **parking will be centralized**.
- If relief for parking is not convenient, **tram lanes are used for standing**
- Tram lanes will be used for **escaping to side streets** or as **driving lanes**
- **Pedestrian crossing is dangerous** when tram lanes are used by illicitly.
- **Grade separation** discourages illicit use. Please **consider updating the design** to use this important technique.



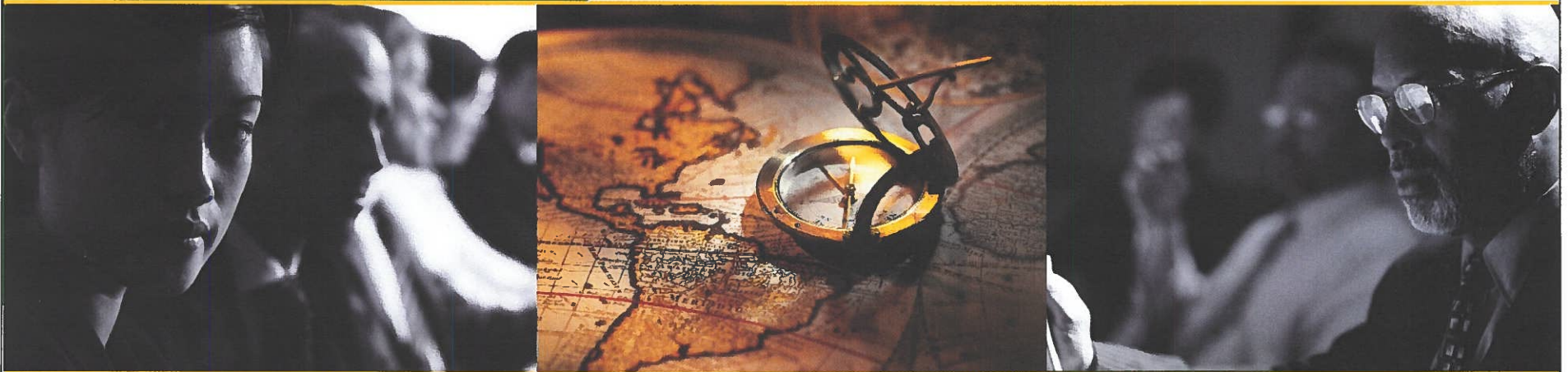
Stuart Tetterer
300 Tarpon St
850-319-4276
stuart@tetterer.org

Emergency Ordinance 1625

- Ord. 1586 approved April 2022 allowed the City Manager to declare civil emergency for civil unrest/riots. This occurred during Spring Break 2022.
- Proposed Ord. 1625 includes other types of emergencies:
 - Natural disasters (Hurricane)
 - Technological disasters (Cyber attacks)
 - Other manmade disasters (Mass Casualty Events)
- Proposed Ord. 1625 allows City Manager to declare local non-civil emergency up to 7 days.
- To implement Florida statute, City Council authority on emergency orders is limited to 42 days.
- Incorporates City's Emergency Management Plan as a framework for handling emergencies/disasters.



Classification and Compensation Study for Panama City Beach, FL



Presentation of Results



Evergreen Solutions, LLC

Presented by: Rob Williamson

August 8, 2023

Agenda

- Study Process
- Compensation Philosophy
- Compensation Outlook
- Compensation Review
- Implementation Recommendations and Costs
- Next Steps



Study Process

Completed Tasks:

- ✓ Conducted Kick off call and Project Manager interviews.
- ✓ Assessed conditions of the current pay system.
- ✓ Onsite Orientation and Focus Group sessions.
- ✓ Conducted internal equity analysis using a job assessment tool
employee survey
- ✓ Conducted external equity analysis by surveying the market to
determine competitive salary ranges.

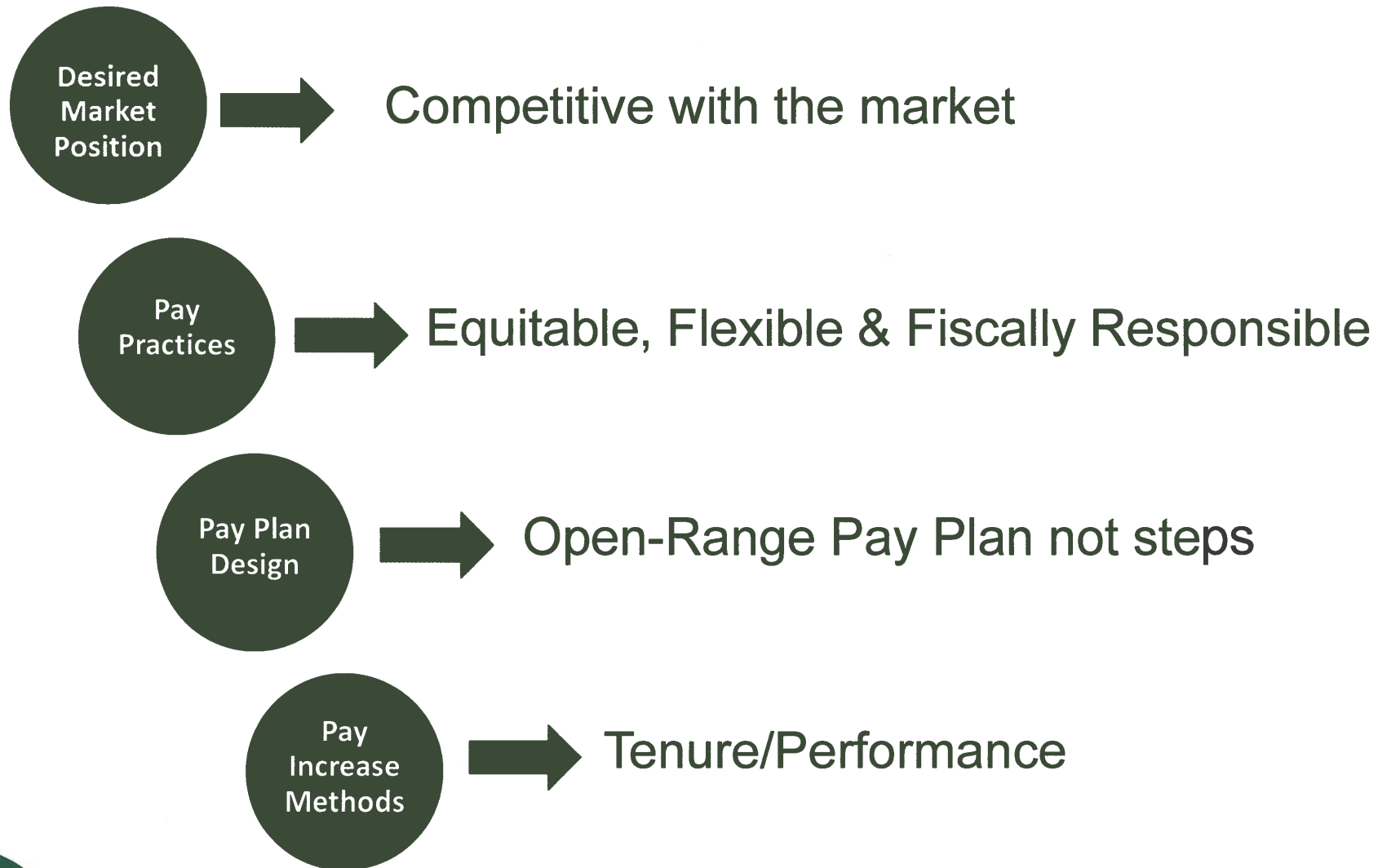
Study Process (Continued)

- ✓ Revised pay plan to be fair internally and competitive externally.
- ✓ Conducted review with Department Directors and Project Leadership Team
- ✓ Developed optional methods for implementing the revised plan/pay ranges; and selected most appropriate.
- ✓ Estimated annualized salary cost for implementing the revised plan.



Compensation Philosophy

Reviewed the compensation philosophy:



Classification Employee Participation

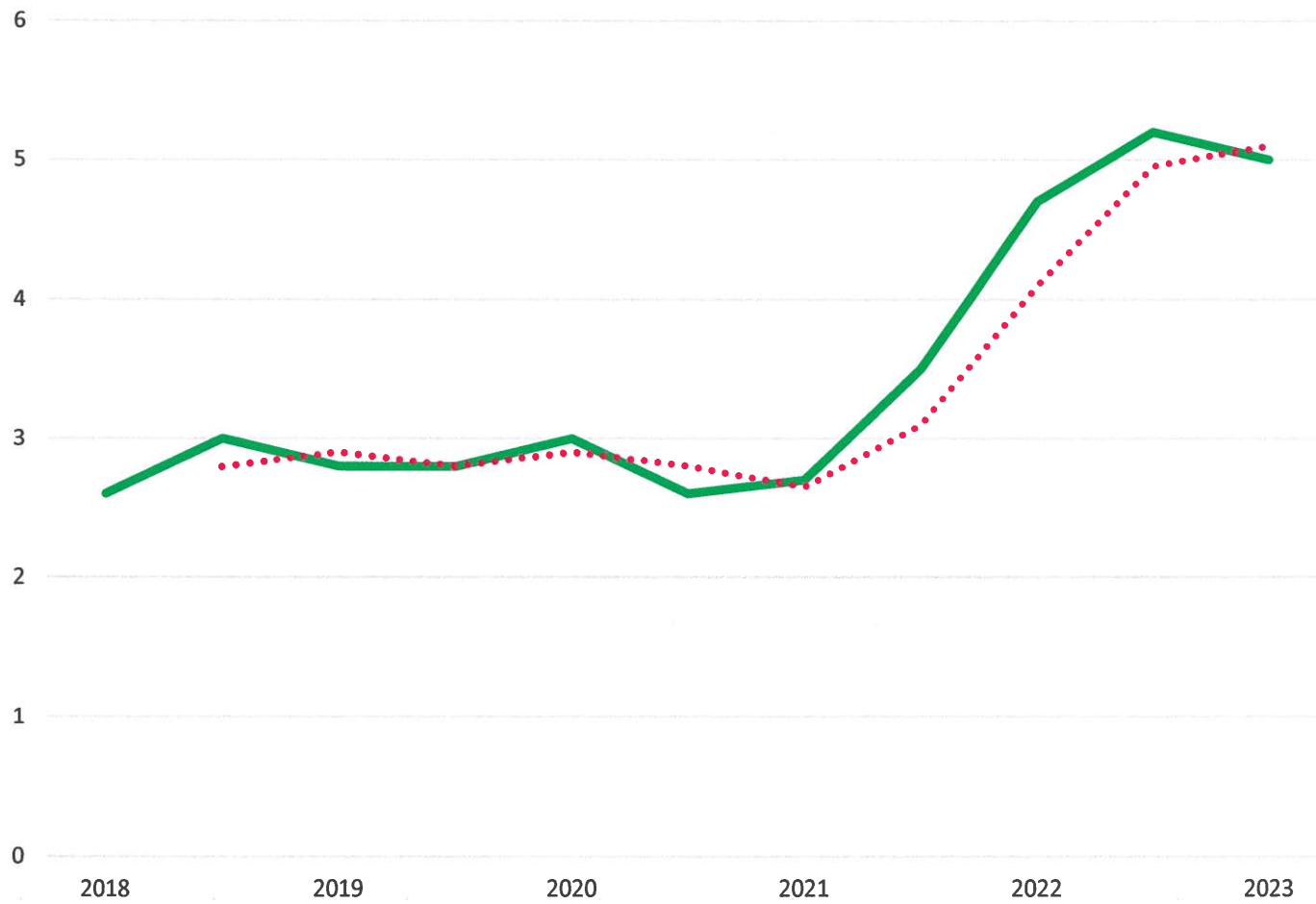
Conducted a Job Assessment Tool survey offered to all employees. Participation above the national average.

Employee Summary		
Total # of Employees taking electronic JAT	# Of Employee Surveys Complete	# Of Employee Surveys Incomplete
359	348	11
	% Complete	% Incomplete
	96.94%	3.06%



Compensation Outlook

PRIVATE SECTOR WAGE GROWTH W/ TREND LINE
Dept. of Labor Statistics



Compensation Outlook

PUBLIC SECTOR WAGE & BENEFIT GROWTH Department of Labor Statistics



Compensation Review

Conducted a salary survey; collected salary range data from 19 of 24 approved market peers:

- 110 benchmark classifications – 3x the number of classifications from previous compensation update.*
- average number of matches for each classification of 8.2*
- Not all peers had matches for all benchmark classifications. In those instances, internal equity and JAT score used to aid in placement.*
- Adjusted for cost of living*



Compensation Review *(Continued)*

Market Peers

Bay County

Lee County

Okaloosa County

St. Lucie County

Walton County

Cocoa Beach, FL

Daytona Beach, FL

Delray Beach, FL

Destin, FL

Fort Walton Beach, FL

Market Peers Cont'd

Jacksonville Beach, FL

Naples, FL

Ocoee, FL (FIRE)

Orange Beach, AL

Panama City, FL

Pensacola, FL

St Pete Beach, FL

St. Augustine, FL

Vero Beach, FL

Winter Garden, FL (FIRE)

South Walton Fire District

Winter Haven, FL (FIRE)

Gainesville Regional Utilities

Emerald Coast Utility Authority

** Peers listed in Bold indicate the peer responded to the survey.



Compensation Review *(Continued)*

MARKET RESULTS

Market Survey indicates the City of Panama City Beach is behind the market average at the minimum, midpoint & maximum of the pay range at the 75th percentile.

Classification	Survey Minimum		Survey Midpoint		Survey Maximum	
	Average	% Diff	Average	% Diff	Average	% Diff
Overall Average		-3.6%		-4.5%		-5.3%



Key Study Considerations

1. *No employees are recommended for a salary decrease as a result of this study.
2. Hybrid Parity recommendation brings all employees to a market competitive position and eliminates wage compression on the date of implementation.
3. Collaborative - Employees and Supervisors assisted in identifying concerns, benchmarks classifications and market peers.
4. The implementation costs and employee adjustments are distributed throughout the year.



Key Recommendations

1. **Adopt** the proposed pay plan creating new pay grades with a starting minimum pay of \$16.50 per/hour.
2. **Reassign** classifications to pay grades based on the market results and internal equity. Some positions will see larger adjustments than others due to the market response and regional specific market factors.
3. **Select** an implementation methodology that aligns with the compensation philosophy and financial means of the City.
4. **Place** employees within their newly recommended market competitive pay grades.

*Evergreen recommends using Hybrid Parity.



Recommendation & Costs

Implementation Option	Total Salary-Only Cost	Number of Employees Adjusted	Average Adjustment for Impacted Employees	% of Payroll
Bring to Min	\$ 220,246.12	122	\$ 1,805.30	1.2%
Hybrid Parity**	\$ 1,545,922.57	348	\$ 4,442.31	8.2%

**Hybrid Parity Costs shown with 4% COLA

Hybrid Parity – places employees into the pay plan based on hybrid years. (100% credit time in class, 25% credit overall tenure.)



Next Steps

- **Job Description update** – update job descriptions to align with essential functions, minimum qualifications and FLSA.
- **Job Force Manager Training** – training for staff to perform ongoing pay plan maintenance.
- **Provide Draft and Final Reports** – provide reports that memorialize the work and study findings.
- **Project Close-out**



Thank You!

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