

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 July 9, 2015.

ROLL

MAYOR GAYLE F. OBERST

COUNCILORS:
JOHN REICHARD
RICK RUSSELL
JOSIE STRANGE
KEITH CURRY

CITY MANAGER:
MARIO GISBERT
CITY CLERK:
HOLLY J. WHITE
ATTORNEY:
COLE DAVIS

Mayor Oberst called the Regular Meeting to order at 6:00 P.M. with all the Council, the City Manager, City Clerk and Attorney Cole Davis present.

Pastor Neil Hickem of the Cornerstone Baptist Church gave the invocation and Mayor Oberst led the pledge of allegiance.

The Mayor asked if there were any additions or deletions to the Agenda. Mr. Gisbert asked to add a new job description for discussion and approval. **With no objections, the Agenda was accepted as amended.**

The Minutes of the Regular Meeting of June 23, 2015 were **read and approved as written per motion by Councilwoman Strange. Second was by Councilman Russell and the motion passed by unanimous roll call vote recorded as follows:**

| | |
|-----------------------------|------------|
| Councilman Russell | Aye |
| Councilwoman Strange | Aye |
| Councilman Curry | Aye |
| Councilman Reichard | Aye |
| Mayor Oberst | Aye |

There were no Consent Items.

REGULAR AGENDA

1. ITEM NO. 1 BOYS & GIRLS CLUB CIVIC ACHIEVEMENT AWARD. Mayor Oberst introduced Ms. Brooklyn Lobdill and presented her with the Civic Achievement Award for exemplary service to the Beach Boys and Girls Club. The Mayor then congratulated her. After a brief speech by Ms. Lobdill, Mr. Ryan Roberts presented her with a gift card donated by a local business.

2 ITEM NO. 2 EXAMINING BOARD APPOINTMENTS. Mr. Leonard explained that these Board members had all agreed to serve again at the Council's pleasure. He said the vacancies had been advertised and no other applicants had applied for the positions. Mayor Oberst explained the qualifications of these members. **Councilman Reichard made the motion to reappoint Joe Free to the Examining Board for another three year term. Second was by Councilman Russell and the motion passed by unanimous roll call vote recorded as follows:**

| | |
|-----------------------------|------------|
| Councilman Russell | Aye |
| Councilwoman Strange | Aye |
| Councilman Curry | Aye |
| Councilman Reichard | Aye |
| Mayor Oberst | Aye |

Councilman Russell made the motion to reappoint Robert Stumpf to the Examining Board for another three year term. Second was by Councilman Reichard and the motion passed by unanimous roll call vote recorded as follows:

| | |
|-----------------------------|------------|
| Councilman Russell | Aye |
| Councilwoman Strange | Aye |
| Councilman Curry | Aye |
| Councilman Reichard | Aye |
| Mayor Oberst | Aye |

Councilwoman Strange made the motion to reappoint Frank Woodford to the Examining Board for another three year term. Second was by Councilman Russell and the motion passed by unanimous roll call vote recorded as follows:

| | |
|-----------------------------|------------|
| Councilman Russell | Aye |
| Councilwoman Strange | Aye |
| Councilman Curry | Aye |
| Councilman Reichard | Aye |
| Mayor Oberst | Aye |

Councilman Curry made the motion to reappoint James Ryerson to the Examining Board for another three year term. Second was by Councilwoman Strange and the motion passed by unanimous roll call vote recorded as follows:

| | |
|-----------------------------|------------|
| Councilman Russell | Aye |
| Councilwoman Strange | Aye |
| Councilman Curry | Aye |
| Councilman Reichard | Aye |
| Mayor Oberst | Aye |

3 ITEM NO. 3 ORDINANCE 1341, 2015 WATER SUPPLY PLAN UPDATE, 2ND READING, PUBLIC HEARING AND ADOPTION. Mayor Oberst opened the Public Hearing at 6:09 P.M. Attorney Davis read Ordinance 1341 by title. Mr. Leonard explained that every local government was required to amend their Water Supply Plan within eighteen months after the NFWFMD approved the regional plan. The Planning Board considered the matter on March 9, 2015 and recommended approval. Mr. Leonard reminded that sign-up sheets were available on the table for those who wished to be kept informed as to the Plan. The Mayor asked if there were any questions for Mr. Leonard and there were none. **Councilman Russell made the motion to approve Ordinance 1341. Second was by Councilman Curry.** The Mayor called for questions or comments; there were none. **The motion passed by unanimous roll call vote recorded as follows:**

| | |
|-----------------------------|------------|
| Councilman Russell | Aye |
| Councilwoman Strange | Aye |
| Councilman Curry | Aye |
| Councilman Reichard | Aye |
| Mayor Oberst | Aye |

The Public Hearing was closed at 6:11 P.M.

4 ITEM NO. 4 RESOLUTION 15-105, LEGAL FEES BUDGET AMENDMENT #33, PUBLIC HEARING. Mayor Oberst opened the Public Hearing at 6:11 P.M. Attorney Davis read Resolution 15-105 by title. Ms. White explained this Budget Amendment was not really a shortfall but rather shifting the legal fees related to Spring Break from the Comp Plan and Police to Administrative. There was no change to the bottom line figures and nothing coming from Contingency.

Councilman Reichard asked how much had been spent for legal fees for Spring Break. Ms. White responded approximately Ninety Thousand Dollars over the last three months.

Mayor Oberst recognized Attorney Cole Davis, explaining that he was representing Harrison Sale while Mr. Sale and Ms. Myers were out of town at a conference. Mr. Sale was making a presentation and that the City was fortunate to be represented by an attorney recognized throughout the State as an expert in municipal law. She thanked Mr. Davis for being at the meeting in their place. She asked if there were other questions or comments; there were none. **Councilwoman Strange made the motion to approve Resolution 15-105. Second was by Councilman Russell and the motion passed by unanimous roll call vote recorded as follows:**

| | |
|-----------------------------|------------|
| Councilman Russell | Aye |
| Councilwoman Strange | Aye |
| Councilman Curry | Aye |
| Councilman Reichard | Aye |
| Mayor Oberst | Aye |

The Public Hearing was closed at 6:14 P.M.

5 ITEM NO. 5 GENERAL FUND QUARTERLY UPDATE. Ms. White explained the eight spreadsheets with details about each. She said the Business Tax Receipts was the single biggest line item for the General Fund, up 15% through the nine months to date. She said the sum for the eight key accounts increased approximately Two Million Dollars, up 11.5%. Ms. White added a new spreadsheet for the Utility Fund and explained how Mr. Shortt tracked the increases compared to the rate study. She said collections through the first nine months were up 4.4% and explained the billing cycles.

Councilman Reichard asked about the automated meter reading system and monthly water billing. Mr. Shortt explained the large investment required for the new meters and phasing its implementation by cycle over eighteen months to two years, once he felt confident in the manufacturer's new design. He said Panama City did make their change about two years ago, all in one year. Mr. Shortt said he preferred to take it slowly beginning with only one cycle before replacing all 22,000 meters. He added that he and the City Manager had met with a company who could handle the entire transition of replacing meters for the City but several years ago, that cost was between 4.5 and 5 Million Dollars.

6 ITEM NO. 5A SENIOR STAFF ACCOUNTANT NEW JOB DESCRIPTION.

Mr. Gisbert explained that this was a seasonal position, limited to a six month period, which would assist Ms. White. He said this job description was created with the assistance of Evergreen who supplied the pay grade. He reminded that this new person would also assist in answering the State's audit comments about only having one financial person. He added that the new City Clerk position would also have the authority to sign checks. Councilwoman Strange asked about the paygrade. Ms. White responded a 39 and that a position had been budgeted within the Utility Fund for the last two to three years but had never been filled. She said Staff anticipated bringing this position back to Council on a full-time basis. Councilwoman Strange asked how quickly Staff wanted this position filled and Mr. Gisbert said hopefully within the next few weeks. He said it was being advertised on the website through the normal Civil Service process even though this person would not be a Civil Service employee. The Mayor asked if there were any further questions and there were none. **Councilman Reichard made the motion to approve the new job description. Second was by Councilman Russell and the motion passed by unanimous roll call vote recorded as follows:**

| | |
|-----------------------------|------------|
| Councilman Russell | Aye |
| Councilwoman Strange | Aye |
| Councilman Curry | Aye |
| Councilman Reichard | Aye |
| Mayor Oberst | Aye |

7 ITEM NO. 6 CITY MANAGER UPDATE. Mr. Gisbert said he had received a health benefit report from the Lockton Company which indicated the City was doing well with a \$187,000 surplus. He explained the City was self-insured and now the cushion had grown over the last three years to an excess of One Million Dollars. He said he received those reports quarterly. The City currently set aside \$157,000 per month and only 75% had been used which was the goal. Mr. Gisbert added that Bay Medical Hospital had renewed their contract with Blue Cross/Blue Shield.

Relating to Impact Fees, Mr. Gisbert explained the Fire Department was starting their Five Year Plan for the budget. Their current Impact Fee Study had been completed in 2000, which only projected out the capital expenses for the upcoming ten years. He said the Study was stale, and Staff had been quoted two years ago approximately Forty Thousand Dollars to do another Impact Fee Study which would also cover Library, Police, and Recreation. He said if the Council wanted, he would put out an RFQ for a company to provide the service for a new Impact Fee Study. Councilwoman Strange asked the uses of a new Impact Fee Study. Mr. Gisbert explained its use would be to assist in allocating the Impact Fees to pay for growth projected for the next ten years. Ms. White added that Impact Fees would pay for capital equipment, not employees. This would not burden the taxpayers but would allow growth to pay for growth. Mr. Gisbert said the CRA study was also done in 2000, and since that time there had been the growth spurt and subsequent slowdowns. Some costs in land acquisitions projected in 2000 were now wrong. He also mentioned that some roads completed through the CRA such as Churchwell and Richard Jackson would have to be refinished before 2032. He asked Council's approval to refresh that study which he could also use with FDOT. This new study would be used in the negotiations with FDOT on future maintenance of the roads. One company had already submitted a quote of \$20,000 but he would prefer to submit an RFQ for alternate proposals.

Mr. Gisbert said parking for the City Hall complex had been impacted by the new construction and that signs were being added to help the customers know where to park. He said most of the contractor's work in the next two weeks would be underground which would be cumbersome by digging ditches. He detailed the locations where the fences would be erected. He said the employees had been directed to move away from the parking spaces closest to the buildings, with the utility trucks parked at Frank Brown Park. Ms. White added that Peggy Brannon's office was no longer doing driving tests at this location until the construction was complete. Mr. Gisbert said the TDC and City Hall would continue to function as before.

Mayor Oberst asked the Council members if there were any objections for the City Manager to issue the RFQ's for the Impact Fee & CRA Study. There were none.

FLOOR ITEMS

There were no Floor Items.

ANNOUNCEMENTS

The Mayor reminded that the Pier Park Summer Concert Series concert was tonight beginning at 7 P.M. and the schedule was on the table for those interested. She said the last segment of Gayle's Trails would have the Ribbon Cutting and Grand Opening 7/14/15 at 4 P.M. and invited everyone. West Bay Elementary School will also have their Grand Opening on 7/15/15 at 4 P.M. and everyone was invited.

With nothing further, the meeting was adjourned at 6:45 P.M.

READ AND APPROVED this 13th of August, 2015.

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