



Bay County / Naval Support Activity - Panama City Communication Coordination Manual

A Product of the Bay County Joint Land Use Study

January 2012

Disclaimer: This study was prepared under contract with Bay County, Florida, with financial support from the Office of Economic Adjustment, Department of Defense. The content reflects the views of Bay County and does not necessarily reflect the views of the Office of Economic Adjustment.





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Introduction

In November 2009, Bay County adopted a Joint Land Use Study (JLUS) with Naval Support Activity-Panama City (NSA-PC). The intent of the JLUS is to mitigate existing and anticipated encroachment issues through improved coordination among Bay County, NSA-PC, the City of Panama City, and the City of Panama City Beach. Fifty-one recommendations were offered to ensure sustainable development and collaboration among the jurisdictions surrounding NSA-PC.

One of the key challenges was the need for greater communication among the local governments and NSA-PC. The JLUS recommended the creation of a communication manual to formalize and communicate the correspondence procedures for all stakeholders. This Communication Coordination Manual (CCM) provides information for all stakeholders on public policy issues related to the administration of a municipality or NSA-PC, with specific emphasis on land use.

The CCM aims to:

- 1. Enhance relationships among community leaders, NSA-PC command, and support staff;*
- 2. Facilitate a smooth transition during changes in command and local leadership;
and*
- 3. Sustain development, redevelopment, and conservation efforts, both on and off base that are compatible with NSA-PC mission requirements.*

Front Cover: In Panama City facing West across St. Andrew Bay towards NSA-PC

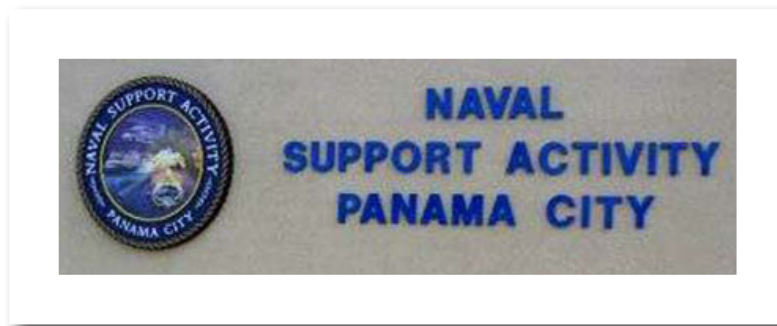




Introduction

How to Use the Communication Coordination Manual

This CCM is designed to build and enhance relationships that support effective communication and coordination between NSA-PC and the community. The CCM can be used as a guide to direct whether the City, County, or NSA-PC should be contacted, which department to contact, and then specifically who in that department can address the specific need. The CCM contains contact information, which includes telephone numbers, extensions, and email addresses, for various positions within NSA-PC, Bay County, City of Panama City, and City of Panama City Beach. The contact information will enable military and civilian peers to communicate more efficiently.



As the relationships shift due to changes in command or local leadership, subsequent leaders should use the information contained herein as a way to build new relationships that are critical for effective communication.

Use this plan often... Get to know your community partners and neighbors!

Updating the Communication Coordination Manual

The publication of the first CCM is just the beginning of a long-term communication and coordination commitment. Not only will it need to be updated annually, but also improve the quality of information it contains. We expect each annual CCM edition to be even better and more effective than the last one. Equally important, points of contact will need to train their successors to allow for a smooth transition in our deepening military-civilian relationships.



Local Government in Florida

When Florida first became a state in 1845, the legislature was the primary source of authority. The legislature was able to enact laws that applied to all municipalities as well as selected municipalities through enactment of local acts. In 1968, a new state constitution was approved and Home Rule became the new approach for municipal government. Through home rule, municipalities operated with the doctrine that it may do anything which it is not prohibited from doing.

At the local level, there are various forms of government structures found within Florida including: Council-Weak Mayor Form, Council-Strong Mayor Form, Commission Form, Council-Manager Form, or any variation thereof. A brief summary of each form of government aids in the understanding of how Bay County, Panama City, and Panama City Beach function. They are all primarily a Council-Manager Form of government.





Local Government in Florida

Council-Weak Mayor Form

The council-weak mayor form was the original form of municipal government in America. In small towns, it is still widely used. In most weak-mayor systems, the office of mayor is simply rotated among the elected council members on an annual basis. The council retains collective control over administration, including appointment and dismissal of municipal employees and appointments to boards and commissions. In general, the mayor's authority is little, if any, greater than that of the other council members. Department heads report to the council as a whole or to the mayor in his or her capacity as spokesman for the council. Sometimes the municipal clerk functions as a chief administrator.

Council-Strong Mayor Form

The council-strong mayor form provides for a distinct division of powers between the council and the mayor. The mayor actually is the chief executive, giving the office of the mayor substantial influence in the policy-making process and substantial control over administration. The mayor holds important budgetary and appointing powers, along with the power to veto legislative actions of the council. Administrative authority is not shared with a number of independent boards and commissions. The mayor is empowered to appoint people to boards and commissions.

Commission Form

The commission form combines both executive and legislative powers in a governing board, the commission. There is no single chief executive; rather, the commissioners, who serve collectively as the policy-making body, also serve individually as heads of the principal departments. In the basic commission form, there is neither a mayor nor a county manager.



Local Government in Florida

Council-Manager Form

The Council-Manager form of government parallels the organization of the business corporation. The voters elect the council and the mayor which in turn appoints the manager; much like in the business world where the stockholders elect the board of directors and the chairman of the board who appoints the chief administrative officer.

The manager is the chief administrative officer of the city. The manager supervises and coordinates the departments, appoints and removes their directors, prepares the budget for the council's consideration, and makes reports and recommendations to the council. All department heads report to the manager. The manager is fully responsible for municipal administration.

The mayor in a council-manager form is the ceremonial head of the municipality, presides over council meetings, and makes appointments to boards. The mayor may be an important political figure, but has little, if any, role in day-to-day municipal administration. In some council-manager cities, the office of mayor is filled by popular election; as is the case in Panama City and Panama City Beach.

The council-manager form is widely viewed as a way to take politics out of municipal administration. The manager himself is expected to abstain from any and all political involvement. At the same time, the council members and other political leaders are expected to refrain from intruding on the manager's role as chief executive. Of course, the manager, who is hired and fired by the council, is subject to the authority of the council, but council members are expected to abstain from seeking to individually interfere in administrative matters, including actions in personnel matters.

The Council is responsible for creating and enforcing the ordinances of the city/county, adopts and appropriates funds through its budgetary responsibilities, and has fiduciary responsibilities as trustees of public funds. In Florida, each municipality is also required by state law to have a comprehensive plan, to guide growth and development within its boundaries. Lastly, the county / city may choose to be a service provider for a utility, utilities or other services, as guided by the citizens and the council.





Growth Management in Florida



Planning and growth management in Florida is a constantly evolving and changing process. It is conducted within a framework established by the US Constitution, the Florida State Constitution, state statutes and rules, and the rulings of Florida Courts. Chapter 163, Florida Statutes regulates land use planning and development procedures in Florida and sets the legal basis for requiring comprehensive plans and land development regulations. In 2011, Chapter 163 was revised and reorganized to remove sections that were not needed, had been fully implemented, or were duplicative.



Growth Management in Florida

Comprehensive Planning

The Comprehensive Plan is a public guide for the community that sets the vision for the future. It considers the community's needs and values and produces a set of goals, objective, and policies for the long-term and short-term planning horizons, and provides a blueprint for the community's physical development. The document is considered a living document and will be continually updated as conditions change.

The process for adoption of a comprehensive plan or plan amendment changed during the 2011 revision of Chapter 163. An alternative review process was put into place that streamlines the state agency review. As in the past, the process requires two public hearings: one at the transmittal stage and one at the adoption stage. Both hearings are required to be noticed in the local newspaper.

Land Development Code

The comprehensive plan is implemented in part by the Land Development Code. The Land Development Code is required to be consistent with the comprehensive plan and provides zoning districts and allowable uses as well as detailed standards such as density/intensity, lot size, setbacks, parking requirements, etc.

The most common amendment to take place to the Land Development Code is a zoning map change or rezoning. As is the case in the comprehensive plan amendment process, rezonings must be heard at a public hearing that has been adequately noticed to the public.

Military Base Land Use Compatibility

The Florida State Legislature recognizes the importance of compatibility issues between development and military installations and has created regulations to ensure cooperation. Chapter 163.3175, Florida Statutes directs the exchange of information between the local government and the military installations. The statute provides opportunities for commenting on any proposed changes to the comprehensive plan, plan amendments and proposed changes to land development regulations which could affect the intensity, density, or use of land adjacent to the military installation. Any amendment that meets the previously described requirement must be sent to the Community Planner and Liaison Officer as designated by NSA-PC. Additionally, a representative is included as an ex officio, non-voting member of the Planning Commission in an effort to facilitate the exchange of information.





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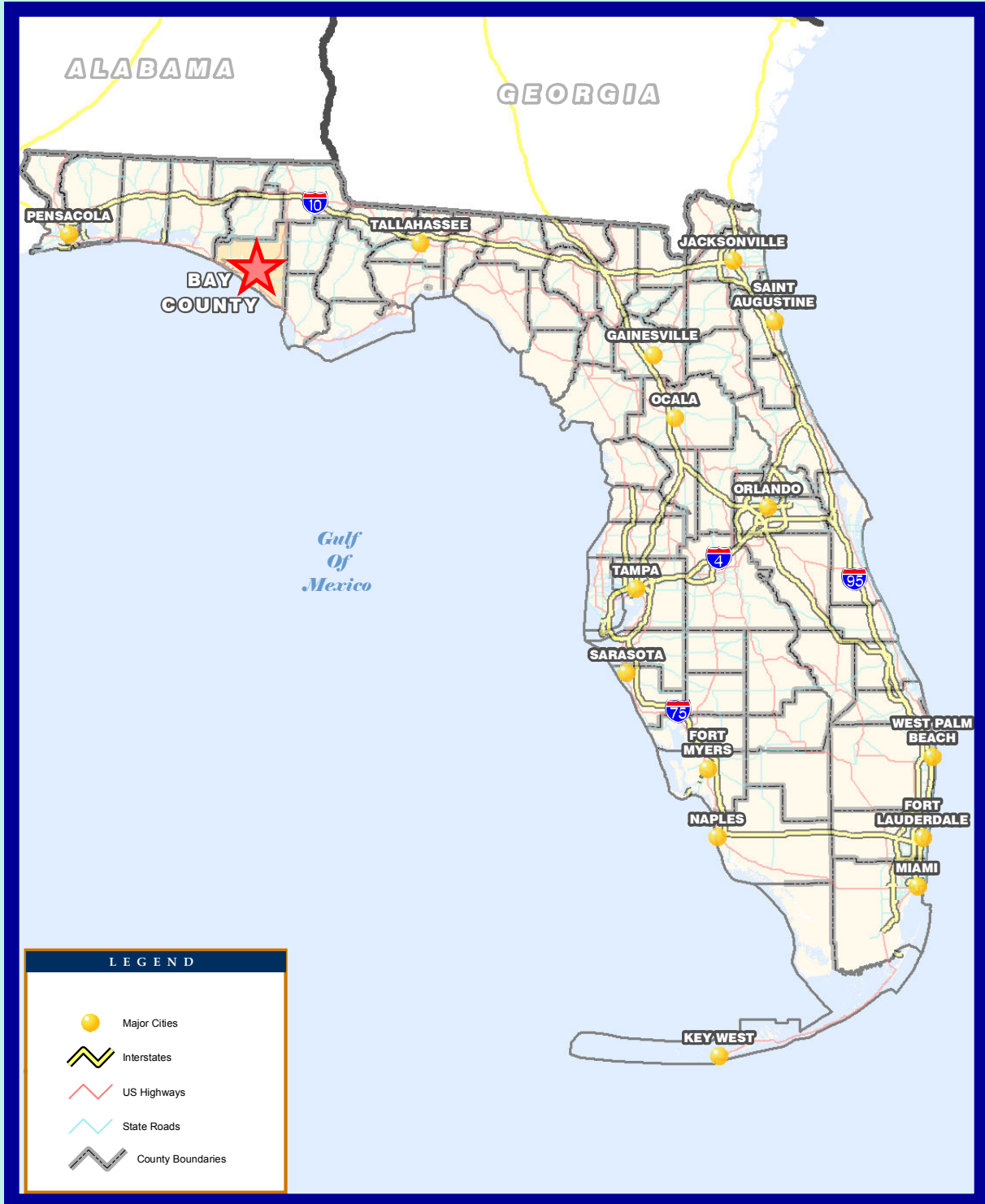






State of Florida

Location Map



State of Florida

*Office of the Governor
The Capitol
Tallahassee, FL
Phone: 850.488.7146
Fax: 850.487.0801*

*State Area: 53,926 square miles
2010 Population: 18,801,310
Website: www.myflorida.com*

2011 State Agency Officials (as of July 15, 2011)	Title	Contact	Telephone	Website
Governor	Governor	Rick Scott	850-488-7146	http://www.flgov.com/
Lieutenant Governor	Lieutenant Governor	Jennifer Carroll	850-488-4711	http://www.flgov.com/jennifer-carroll-main/
Division of Administrative Hearings	Director and Chief Judge	Robert Cohen	850-488-9675	http://www.doah.state.fl.us/ALJ/
Department of Agriculture and Consumer Services, Commissioner	Commissioner	Adam Putnam	850-488-3022	http://www.freshfromflorida.com/
Attorney General	Attorney General	Pam Bondi	850-414-3300	http://myfloridalegal.com/
Auditor General	Auditor General	David Martin	850-488-5534	http://www.myflorida.com/audgen/
Department of Business and Professional Regulation	Secretary	Ken Lawson	850-413-0755	http://www.myfloridalicense.com/
Department of Children and Families	Secretary	David Wilkins	850-487-1111	http://www.dcf.state.fl.us/
Department of Economic Opportunity	Executive Director	Doug Darling	850-245-7150	http://www.floridajobs.org/
Department of Corrections	Secretary	Edwin Buss	850-717-3444	http://www.dc.state.fl.us/





State of Florida

2011 State Agency Officials (as of July 15, 2011)				
Department	Title	Contact	Telephone	Website
Department of Education	Commissioner	John Winn	850-245-0505	http://www.fldoe.org/
Department of Elder Affairs	Secretary	Charles Corley	850-414-2000	http://elderaffairs.state.fl.us/
Enterprise Florida	Vice-Chair	Hal Melton	407-244-5186	http://www.eflorida.com/
Agency for Enterprise Information Technology	State Chief Security Officer	Mike Russo	850-922-7502	https://aeit.myflorida.com/
Department of Environmental Protection	Secretary	Herschel Vinyard Jr	850-245-2011	http://www.dep.state.fl.us/
Department of Financial Services	Chief Financial Officer	Jeff Atwater	850-413-4900	http://www.myfloridacfo.com/
Florida Fish and Wildlife Conservation Commission	Executive Director	Nick Wiley	850-488-4676	http://myfwc.com/
Florida Geological Survey	Director	Jon Arthur	850-488-4191	http://www.dep.state.fl.us/geology/
Department of Health	Surgeon General	Harry Farmer Jr	850-245-4444	http://www.doh.state.fl.us/
Agency for Health Care Administration	Secretary	Elizabeth Dudek	888-419-3456	http://www.fdhc.state.fl.us/
Department of Highway Safety and Motor Vehicles	Executive Director	Julie Jones	850-617-2000	http://www.flhsmv.gov/
Department of Juvenile Justice	Secretary	Wansley Walters	850-488-1850	http://www.djj.state.fl.us/
Department of Law Enforcement	Commissioner	Gerald Bailey	850-410-7000	http://www.fdle.state.fl.us/
Department of Management Services	Secretary	John (Jack) Miles	850-488-2786	http://www.dms.myflorida.com/
Department of Military Affairs	Adjutant General	Maj. Gen. Emmett Titshaw Jr		http://dma.myflorida.com/



State of Florida

2011 State Agency Officials (as of July 15, 2011)	Title	Contact	Telephone	Website
Office of Program Policy Analysis and Government Accountability	Acting Coordinator	Kathy McGuire	850-488-0021	http://www.oppaga.state.fl.us/
Agency for Persons with Disabilities	Acting Director	Bryan Vaughn	850-488-4257	http://apd.myflorida.com/
Prison Rehabilitative Industries and Diversified Enterprises (PRIDE)	President	Jack Edgemon	800-643-8459	http://www.pride-enterprises.org/
Public Service Commission	Chairman	Art Graham	850-413-6040	http://www.psc.state.fl.us/
Department of Revenue	Executive Director	Lisa Vickers	850-617-8600	http://dor.myflorida.com/dor/
Department State	Secretary	Kurt Browning	850-245-6500	http://www.dos.state.fl.us/oss/index.cfm
Florida Supreme Court	Administrator	Lisa Goodner	850-922-5081	http://www.flcourts.org/
Department of Transportation	Secretary	Ananth Prasad	850-414-4100	http://www.dot.state.fl.us/
Department of Veterans' Affairs	Executive Director	Mike Prendergast	850-487-1533	http://www.floridavets.org/
Agency for Workforce Innovation	Director	Cynthia Lorenzo	850-245-7105	http://www.floridajobs.org/





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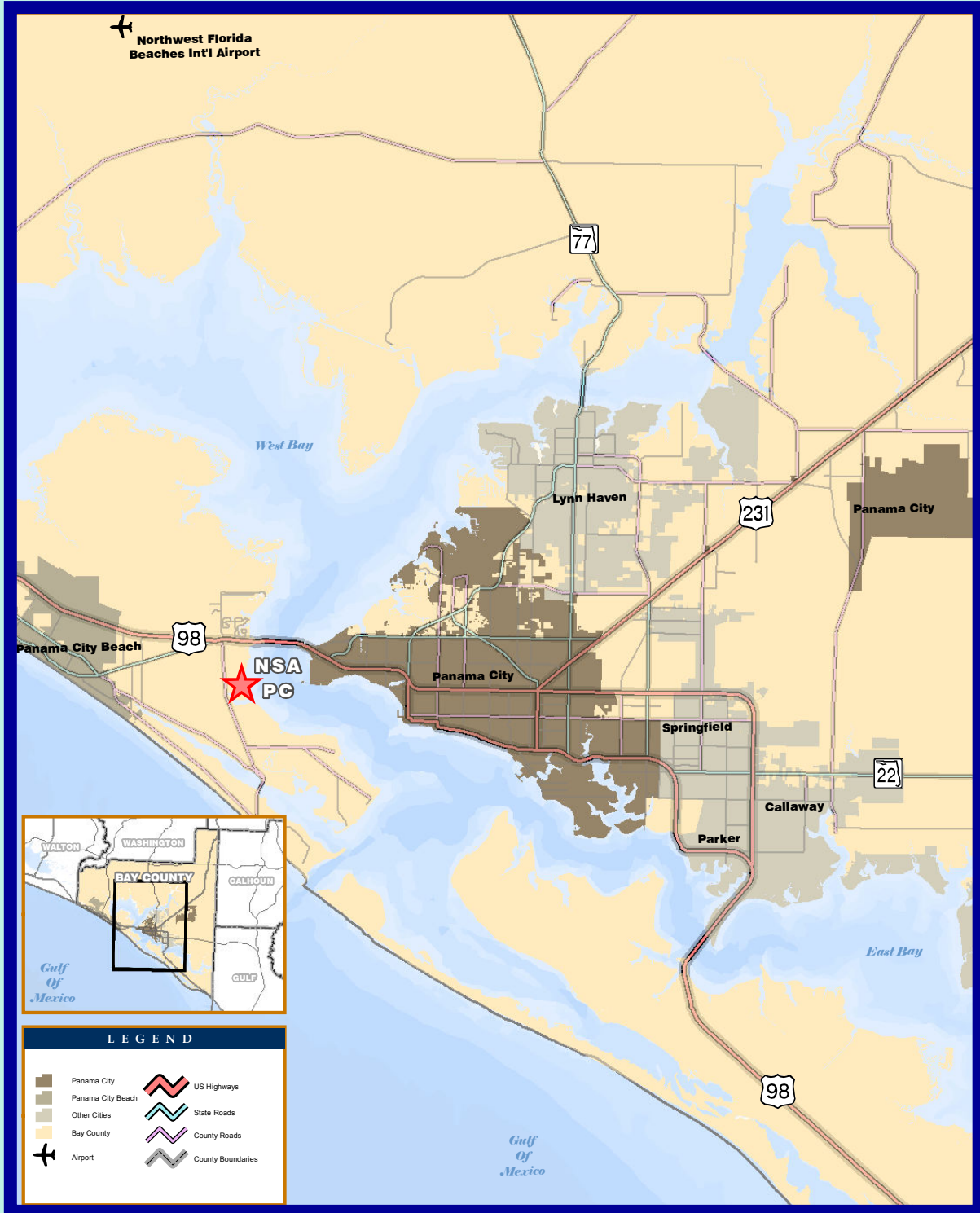






Naval Support Activity - Panama City (NSA-PC)

Location Map



Naval Support Activity - Panama City (NSA-PC)

NSA-PC currently occupies 657 acres of land and houses 221 buildings on the western shore of St. Andrew Bay in Bay County, Florida. It is bounded by U.S. Highway 98 to the north, Thomas Drive to the west, Magnolia Beach Road to the south, and St. Andrew Bay to the east.

When NSA-PC began in 1942, it was a 373-acre tract of land originally supporting a Naval Section Base. This land was redesignated as the United States (U.S.) Naval Amphibious Training Base in 1944 and then again as the U.S. Navy Mine Countermeasures Station in July 1945. During this time, personnel, equipment and other resources were transferred from the U.S. Naval Mine Warfare Test Station in Solomons, Maryland.

In April 1955 the installation was renamed the U.S. Navy Mine Defense Laboratory, and its missions included torpedo countermeasures, helicopter mine countermeasures, and mine hunting and watching operations. Dive operations began a short time after, in the late 1950s.

The installation has undergone many name changes since then, including: the Naval Ship Research and Development Laboratory Panama City in 1967; the Naval Coastal Systems Laboratory in 1972; the Naval Coastal Systems Center in 1978; the Coastal Systems Station in 1992; and ultimately the Naval Support Activity Panama City in 2003.





Naval Support Activity - Panama City (NSA-PC)



With the inclusion of the Naval Experimental Diving Unit (NEDU) in 1973 and the Naval Diving and Salvage Training Center (NDSTC) in 1974, the installation became the premier site for Navy diver training and research. NEDU served to independently test and evaluate all diving and hyperbaric operations, while the NDSTC served to provide all aspects of diver training, ship salvage, and submarine rescue. When the installation became NSA-PC, the Naval Sea System Command (NAVSEA) component of the Coastal Systems Station became the Naval Surface Warfare Center (NSWC). The NSWC brought expertise in scientific and engineering disciplines in the mission areas of mine warfare, special warfare, expeditionary warfare and diving and life support. This is one of the largest test and evaluation labs in the entire Navy.

Currently, NSA-PC hosts several project offices, including the Deployable Joint Command and Control System. NSA-PC also hosts many other diverse tenant activities: Explosive Ordnance Disposal Detachment, U.S. Coast Guard, Florida Fish and Wildlife Conservation Commission, Naval Dental Center Branch Dental Clinic, Navy Exchange Branch, Naval Hospital Pensacola Branch Clinic, Naval Criminal Investigative Service, Navy Publication and Printing Service Office, Naval Special Warfare Training Detachment, Personnel Support Detachment, Resident Officer in Charge of Construction, Veterans Administration Primary Care Clinic, and the Coastal Operations Institute.

The diversity of test environments, low encroachment, and mission area synergy make NSA-PC an ideal location and climate for development, test, and training in littoral warfare missions. Beach contours and water depths replicate more than 80% of the world's littoral regions, and offer a "surrogate" Persian Gulf.

NSA-PC and its tenant commands employ approximately 3,100 civilian and military personnel with an annual payroll of more than \$320 million. They contract services, buy local goods, and maintain an active construction program. Its economic impact on Bay County is more than \$400 million annually.



Naval Support Activity - Panama City (NSA-PC) and Tenant Commands

101 Vernon Avenue
Panama City Beach, FL
Phone: 850.230.7320
Business Hours: 0730-1600

County: Bay County
Area: 657 acres
Military Personnel: 347
DOD Civilians: 1,812
Contractors: 965

2011 Officers (as of July 15, 2011)	Contact	Email	Telephone
Commanding Officer	CDR Anthony Anglin	anthony.anglin@navy.mil	850-230-7320
Deputy Director	Mr. Flin Deberry	flin.deberry@navy.mil	850-235-5617
CMC/Senior Enlisted Adviser	BMC Broderick Edmundson	broderick.edmundson@navy.mil	850-230-7322
Executive Officer	LCDR Doug Johnson	douglas.m.johnson1@navy.mil	850-230-7320

Tenant Commands	Contact	Email	Telephone
Naval Surface Warfare Center	CAPT Scott Pratt	everett.pratt@navy.mil	850-234-4478
Naval Diving and Salvage Training Center	CDR Michael Egan	michael.egan@navy.mil	850-235-5205
Navy Experimental Diving Unit	CDR Keith Lehnhardt	keith.lehnhardt@navy.mil	850-230-3161
Explosive Ordnance Disposal, Mobile Unit Six	LT Ryan Lally	ryan.lally@navy.mil	850-234-4798
Center for EOD and Diving	CAPT Brad McKinney	bradley.mckinney@navy.mil	850-235-5241
Naval Criminal Investigative Service	Mr. Mark Kachelein	mark.kachelein@navy.mil	850-235-5695
Community Planning and Liaison Officer	Mr. John Skaggs	john.skaggs1@navy.mil	850-234-4279

Department	Contact	Email	Telephone
Housing	Ms. Shirley Shoemaker	shirley.shoemaker@navy.mil	850-234-4757
Career Development and Resource	Mr. Tim Bowers	Timothy.T.Bowers.ctr@navy.mil	850-235-5587
Environmental	Mr. Mike Clayton	michael.clayton@navy.mil	850-235-5859
Operations	Mr. George Betz	george.betz@navy.mil	850-235-5378
Public Affairs	Mr. Steve Applegate	steven.applegate@navy.mil	850-230-7717
Security Department	Mr. Martin Gray	martin.gray@navy.mil	850-235-5599

Significant Other Contacts	Contact	Email	Telephone
US Coast Guard, Eighth District, Panama City Station	BOSN Scott Ramsey	scott.c.ramsey@uscg.mil	850-234-2377
Veterans Administration (VA) Primary Care Clinic	Dr. William Hardin	william.hardin@va.gov	850-636-7000
Naval Branch Health Clinic Panama City	HMCM Jose Negron	jose.negron@med.navy.mil	850-234-4988





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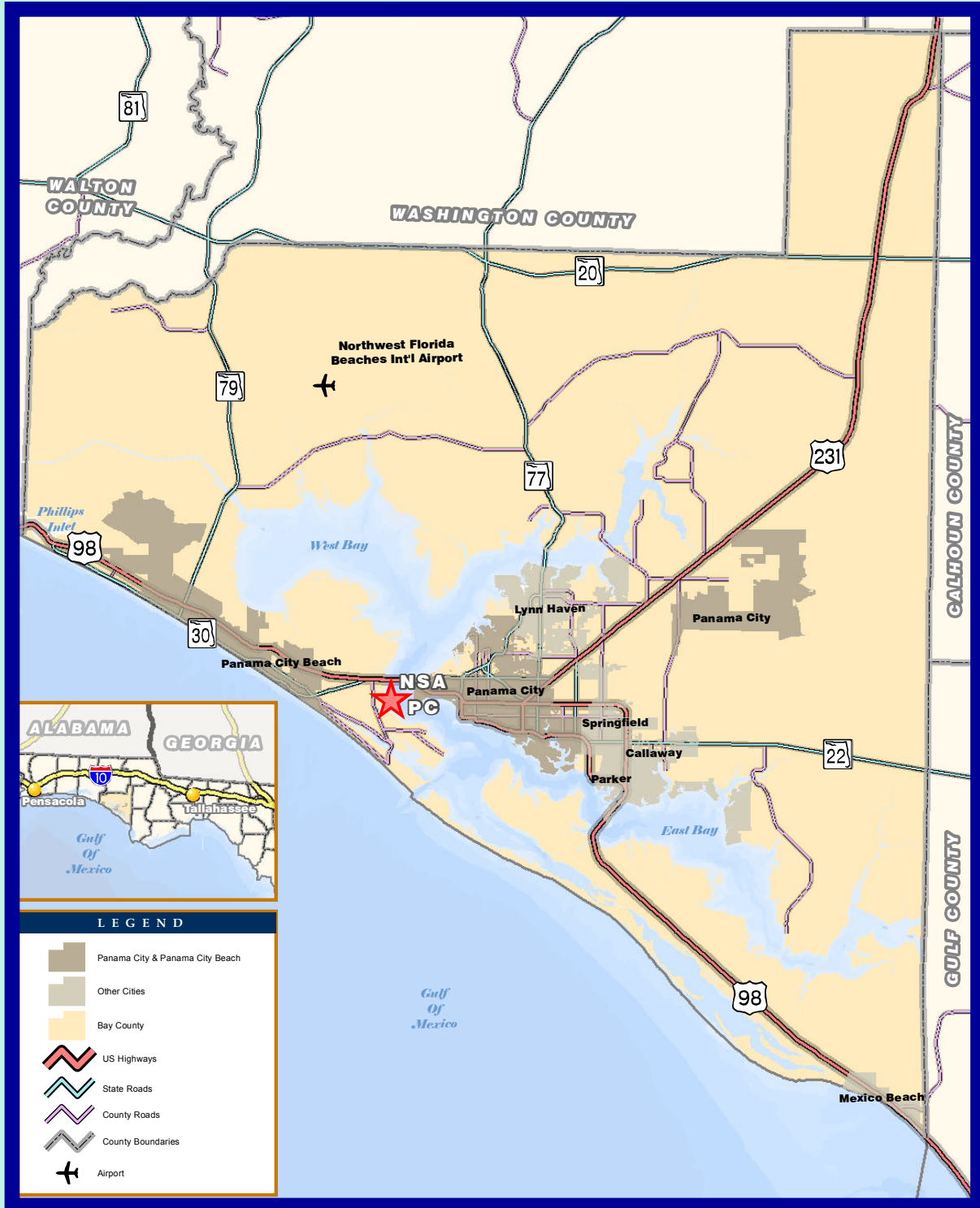






Bay County Profile

Location Map



Bay County Profile

History

The area that was to become Bay County was occupied by Native American Indians before the Spaniards arrived in the 1500's. It was initially a part of West Florida before it became a territory in 1821. It wasn't until almost a century later on July 1, 1913 that Bay County was created from portions of Washington, Calhoun, and Walton counties. It was the 49th County to be created in Florida. The name for the County comes from the local St. Andrew Bay. St. Andrew Bay is part of a larger inland body of water made up of St. Andrew Bay proper, West Bay, North Bay, East Bay, and associated tributaries.

Geography and Demographics

Bay County covers an area of approximately 1,033 square miles in the panhandle of northwest Florida, of which 763 square miles are land and 270 square miles are water. It is bordered by Walton County to the west, Washington and Jackson counties to the north, Calhoun and Gulf counties to the east, and the Gulf of Mexico to the south. Bay County has a total of 27 miles of beaches and an average of 320 days per year of sunshine, which makes it a popular vacation destination. The County has more water frontage than any county in West Florida.

According to the 2010 Census, the total population for the County is 168,852 people and 68,438 households. That is more than a 20,000 person increase over the 2000 Census population of 148,217. During the seasonal months, which peak in July, the population of Bay County grows even more, almost doubling their current population, with tourists and seasonal residents.





Bay County Profile

Transportation

The County’s main east-west vehicular transportation corridors include U.S. Highway 98, County Highway 388, and Front Beach Road (SR 30). U.S. Highway 98 and Front Beach Road (SR 30) extend southeast to northwest along the coastal areas. The primary north-south roadway corridors include SR 79 to the west of West Bay, SR 77 to the east of West Bay, and U.S. Highway 231 east of North Bay.

The Bayline railroad, formerly the Atlanta and St. Andrews Bay, is a short line railroad that operates between Panama City and Dothan, Alabama. The railroad is primarily a freight hauler and transports commodities such as aggregates, brick, cement, chemicals, coal, food and feed products, metallic ores and minerals, steel and scrap.

The new Northwest Florida Beaches International Airport opened near West Bay in Bay County on May 23, 2010 – the first new airport to be built in more than a decade in the US. It was relocated from the former Panama City-Bay County International Airport in Panama City due to lack of land for expansion. The new airport is located within the 75,000 acre West Bay Sector Plan and is anticipated to be a catalyst for economic development in the region. It includes several thousand acres of land for residential, commercial and industrial users, has brought new airline carriers into the region, and has increased passenger travel. In July-August 2009 the “old airport” handled about 30,000 passengers per month and during those same months in 2010 about 83,000 passengers per month used the new airport.



Industry

Bay County has a strong military presence, with not only NSA-PC, but also Tyndall Air Force Base operating in the area. Tyndall AFB is one of the largest air force bases in the U.S., covering almost 49 square miles of land along the coast of the Gulf of Mexico, in the southern portion of the County. These two military installations are among the top three major employers in Bay County, with the third being Bay District Schools. Other economic and employment drivers in Bay County include aviation and aerospace, financial services, manufacturing, construction, real estate, medical, and tourism.



Bay County Profile

Utility Service

Potable Water

Bay County receives its potable water from the County-owned Deer Point Lake Reservoir. Deer Point reservoir was formed by damming the northern reach of North Bay in 1961. Bay County operates the Deer Point Reservoir and is a wholesale provider to municipalities within Bay County with operating agreements. The permitted capacity of this facility is 60,000,000 gallons per day (gpd).

Water is treated at the Bay County Water Treatment Plant before being pumped to Panama City. The water plant is capable of treating up to 60 million gallons per day (mgd).

The Bay County water system relies on the abundant surface water supply from Deer Point Lake and Econfina Creek. Under normal flow conditions, the volume of water coming into the reservoir is 550 mgd which is far in excess of demand. Water supply from Deer Point Lake is sufficient to serve the needs of the existing and projected population.

Bay County has adopted a Level of Service (LOS) standard for potable water of 350 gallons per capita per day.





Bay County Profile

Utility Service

Sanitary Sewer

Bay County sends its wastewater to the Military Point Advanced Wastewater Treatment (AWT) Facility located on Tyndall Air Force Base. The Military Point AWT facility is operated by Bay County and currently has a permitted capacity to treat and dispose of seven (7) million gallons of wastewater per day. Bay County has operating agreements with the cities of Callaway, Parker, Springfield, Mexico Beach, and Tyndall Air Force Base. Each are allocated a portion of the plant's overall treatment capacity.

Bay County has adopted a LOS standard for wastewater of 280 gallons per capita per day for residential uses. Bay County has not adopted a LOS standard for non-residential uses.

Solid Waste

Bay County sends some of its solid waste to the Bay County Waste-to-Energy Facility (incinerator). This incinerator is located off U.S. Highway 231 in unincorporated Bay County. The permitted capacity of the facility is 211,700 tons per year (tpy). In addition, the Steelfield landfill in northwestern Bay County receives household garbage and debris, as well as ash from the incinerator. The landfill is expected to reach capacity in 2035. There is an additional 305 acres of land available for landfill permitting. When this land is permitted, the life expectancy of the landfill will be 90 years (2101). Bay County has adopted a LOS standard of 5.5 pounds per person per day for solid waste.



Bay County Profile

**840 W 11th Street
Panama City, FL 32405
Phone: 850.248.8140**

**Area: 1,033 square miles
Population: 168,852
Email: bocc@baycountyfl.gov
Website: www.baycountyfl.gov**

Business Hours: Mon - Fri 8:00 am to 5:00 pm at 840 W 11th Street

Court Hours: Mon - Fri 8:00 am to 4:30 pm at 300 E 4th Street

County Commission Board Meetings: 1st and 3rd Tuesdays of each month at 9:00 am at 840 W 11th Street

Planning Commission Board Meetings: 3rd Thursday of each month at 1:30 pm at 840 W 11th Street

Form of Government: Bay County is a Commission-Manager form of government. The Commissioners select a county manager who oversees the daily operations of Bay County.

2011 Elected and Appointed Officials (as of July 8, 2011)			
	Contact	Email	Telephone
County Manager	Ed Smith	esmith@baycountyfl.gov	850-248-8140
Assistant County Manager	Bob Majka	bmajka@baycountyfl.gov	850-248-8140
Assistant County Manager	Dan Shaw	dshaw@baycountyfl.gov	850-248-8140
County Commissioner District 1	Mike Nelson	mnelson@baycountyfl.gov	850-248-8140
County Commissioner District 2	George B. Gainer	ggainer@baycountyfl.gov	850-248-8140
County Commissioner District 3	William T. Dozier	wdozier@baycountyfl.gov	850-248-8140
County Commissioner District 4	Guy M. Tunnell	gtunnell@baycountyfl.gov	850-248-8140
County Commissioner District 5	Mike Thomas	mthomas@baycountyfl.gov	850-248-8140
County Clerk	Bill Kinsaul	webbaycoclerk@baycoclerk.com	850-763-9061
County Emergency Management Coordinator	Mark Bowen	mbowen@baycountyfl.gov	850-248-6040
County Sheriff	W. Frank McKeithen	fmckeithen@bayso.org	850-747-4700
County Attorney	Terrel K. Arline	tarline@baycountyfl.gov	850-248-8175
Supervisor of Elections	Mark A. Andersen	info@bayvotes.org	850-784-6100
Property Appraiser	Dan Sowell	dsowell@baypa.net	850-248-8401
Tax Collector	Peggy Brannon	pbrannon@tcmail.co.bay.fl.us	850-248-8501
State Attorney, 14th Judicial Circuit	Glen Hess	pam.smitherman@sa14.fl.gov	850-872-4473
School Superintendent	Bill Husfelt	husfewv@bay.k12.fl.us	850-767-4102
County Fire Marshall	Jerry Blount	jblount@baycountyfl.gov	850-784-4000





Bay County Profile

Department	Contact	Email	Telephone
Budget Officer	Ashley Stukey	astukey@baycountyfl.gov	850-248-8240
Builders' Services	Larry Carnley	lcarnley@baycountyfl.gov	850-248-8350
Code Enforcement	Scott Hair	codeenforcement@baycountyfl.gov	850-248-8292
Cooperative Extension	Marjorie Moore	bay@ifas.ufl.edu	850-784-6105
Engineering Services Manager	George Walrond	engineering@baycountyfl.gov	850-248-8308
Facilities	Bob Packman	bpackman@baycountyfl.gov	850-248-8123
Fire Services - Northern Battalion	Al Ford	aford@baycountyfl.gov	850-819-0642
Fire Services - Southern Battalion	David Morrison	dmorrison@baycountyfl.gov	850-819-0681
Health Department Administrator/ COO	Douglas M Kent	fc8b6@doh.state.fl.us	850-872-4455
Human Resources Director	Christy Smith	human.resources@baycountyfl.gov	850-248-8201
Information Technology & GIS Director	Chris Fox	gis.division@baycountyfl.gov	850-248-8073
Library Director	Robin Shader	rshader@baycountyfl.gov	850-522-2100
Mosquito Control Superintendent	Fred Wakefield	mosquitos@baycountyfl.gov	850-784-4081
Parks and Recreation	Gary Buchanan	gbuchanan@baycountyfl.gov	850-747-5409
Planning and Zoning Director	Martin Jacobson	mjacobson@baycountyfl.gov	850-248-8250
Principal Planner	Ian Crelling	icrelling@baycountyfl.gov	850-248-8259
Senior Planner	Randy Newton	rnewton@baycountyfl.gov	850-248-8257
Planner	Wayne Porter	wporter@baycountyfl.gov	850-248-8258
Public Information Officer	Valerie Lovett	vlovett@baycountyfl.gov	850-248-8170
Public Works Director	Ken Schnell	kschnell@baycountyfl.gov	850-248-8302
Purchasing Director	Jim Clawson	purchasing@baycountyfl.gov	850-248-8274
Records Management	Terri Pierce	tpierce@baycountyfl.gov	850-248-8277
Risk Management Director	Eve Tooley	etooley@baycountyfl.gov	850-248-8230
Roads and Bridges Manager	Gerald Owens	gowens@baycountyfl.gov	850-784-4054
Solid Waste	Glenn Ogborn	gogborn@baycountyfl.gov	850-233-5047
Traffic Engineering	Keith Bryant	kbryant@baycountyfl.gov	850-248-8741
Utility Services	Paul Lackemacher	plackemacher@baycountyfl.gov	850-872-4785
Veterans Services Officer	Ray Carroll	rcarroll@baycountyfl.gov	850-248-8280
Water Distribution	Mike Anderson	manderson@baycountyfl.gov	850-872-4298
Water Division	Don Hamm	dhamm@baycountyfl.gov	850-747-5703
Water Treatment Plant	Bobby Gibbs	bgibbs@baycountyfl.gov	850-872-4786
Wastewater Division	Larry Moyer	lmoyer@baycountyfl.gov	850-286-3509
Wastewater Maintenance	Bobby Warren	bwarren@baycountyfl.gov	850-872-4135



Bay County Profile

Significant Other Contacts	Contact	Email	Telephone
Economic Development Alliance Executive Director	Neil Wade	Neil@BayEDA.com	850-215-3754
Chamber of Commerce President/ CEO	Carol Roberts	carol@baychamberfl.com	850-785-5206
Bay County Transportation Planning Organization Director	Mary Robinson	robinsonm@wfrpc.dst.fl.us	850-332-7976 ext 229
Airport Authority	John Wheat	jwheat@pairport.com	850-763-6751
Port Authority	Wayne Stubbs	wstubbs@portpanamacityusa.com	850-767-3220
Bay Defense Alliance President	Tom Neubauer	tom@panamacityera.com	850-785-1551





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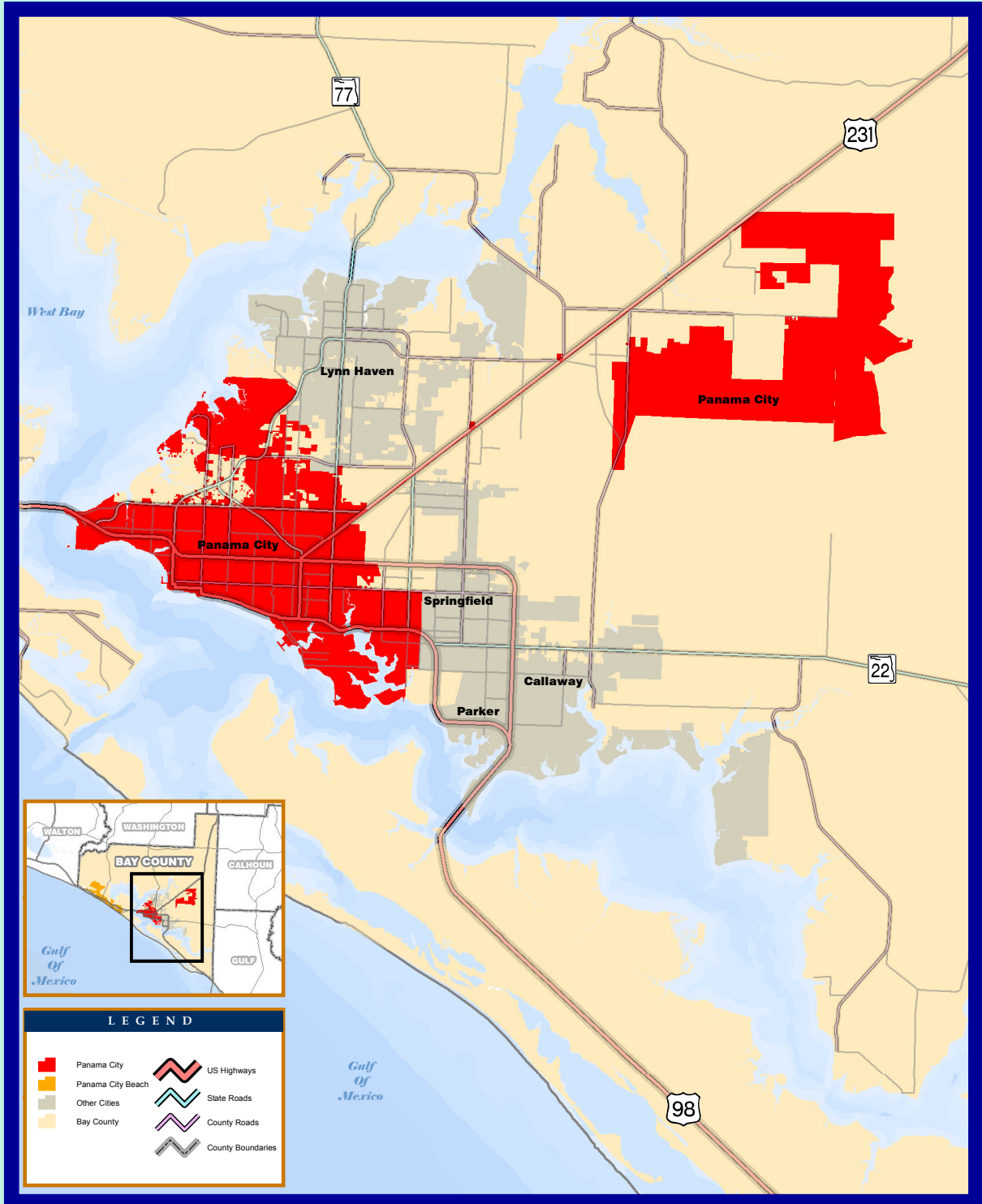






City of Panama City Profile

Location Map



City of Panama City Profile

History

The area that would eventually become Panama City didn't begin to develop until the Homestead Act of the 1800s. At that time there were three 640-acre sites that made up the original boundaries of Panama City. All three homesteads were obtained and settled in the late 1800's. By 1906 there were 403 residents and the final incorporation papers were completed. Nine years later, in 1915, the status of Panama City was changed from a town to a city. Then in 1926, the Florida Legislature consolidated the surrounding cities of St. Andrews, Millville, Bay Harbor and Panama City into the City of Panama City. It provided for a mayor, and a councilman elected from each of four wards. The City became the county seat in 1913.

The city originated downtown and grew out of the commercial shipping piers around Harrison Avenue. By the 20th century the city had their own jail, a post office, a newspaper, a school, and several churches. A railroad station and public library was added as well as electric and telephone service. Over the next 15 years a hospital, city hall, hotel, banks, and a theater were added. Eventually a seawall, the civic center, and the marina were built. Although development had been booming downtown, with the popularity of the automobile, growth shifted in the 1960's and people began to move outside of downtown and began developing in other areas within the city.





City of Panama City Profile

Geography and Demographics

The City of Panama City is located adjacent to St. Andrew Bay on its western shore, directly across the Hathaway Bridge from NSA-PC, and the cities of Lynn Haven, Springfield, and Parker. The City covers approximately 28 square miles on land, and 35 square miles of land and water.

The 2000 Census identified 36,417 residents of Panama City. The 2010 Census found the population to be 36,484 – an increase of only 67 residents. As the Census shows, population has not been growing within the city limits of Panama City. In the past the City was landlocked by water and the surrounding cities of Lynn Haven, Parker and Springfield. However, in recent years, the City began annexing land located in the northern portion of the County. Beginning in 1995, the City has annexed approximately 11,300 acres. Through the annexation of these lands, the City now has room to accommodate more growth and expansion.

Although the City had been landlocked new development and residential activity continues to occur within the City. Both the Downtown and St. Andrews areas have seen an influx of revitalization in recent years. A major redevelopment that is in the planning stages is the master planned development of the former Panama City-Bay County International Airport site. The site is approximately 700 acres and is located on the eastern edge of North Bay and about four miles north of the downtown. The development is proposed to include a town center for community events; an employment center with office, commercial, and retail opportunities; a number of various housing options; a school; a marina; and open space along the bay.



City of Panama City Profile

Entertainment

The portion of Panama City located south of U.S. Highway 98 is primarily developed along the shoreline to service a variety of marine activities. The Sun Harbor Marina provides multiple sized slips for watercraft. Port Panama City is also located in this area. The Panama City Marina and Marina Civic Center are located in downtown Panama City. This marina has recently been renovated and includes a 240-slip facility designed to lodge vessels ranging from 30 to 120 feet in length with drafts up to 10 feet. A diverse selection of restaurants, art galleries, and other attractions are located downtown, within walking distance of the marina.



Panama City is home to two higher education institutions: Florida State University Panama City and Gulf Coast State College (formerly Gulf Coast Community College). Gulf Coast State College was founded in 1957 and is now home to approximately 6,000 students. They offer both associates degrees and bachelor degrees. FSUPC first came about in the 1970's before Gulf Coast offered four-year degrees. The local business community, Naval Coastal Systems Center (now NSA-PC), Gulf Coast Community College, Tyndall Air Force Base and the Bay County School Board were strong supporters of bringing a campus to the City. The college opened in the early 1980's and now includes almost 1,500 students with 15 bachelors and 19 graduate degree programs.





City of Panama City Profile

Utility Service

Potable Water

Panama City provides potable water to areas both inside and outside the City limits. The City purchases its water on a wholesale basis from Bay County who provides treated water from the Deer Point Lake Reservoir. As stated by the contract, the City is charged for potable water use and the charges are adjusted on an annual basis with no specific allotment or restriction on the amount of water consumed. The service area includes most areas within the City limits and the Bayview Heights area outside the city limits. Operational responsibility for the system is with the Utilities Department.

The City has adopted a residential level of service (LOS) standard for potable water of 125 gallons per capita per day and a non-residential LOS standard of 166 gallons per day per 1,000 square feet of building area.

Major components of the water system include distribution lines and meters and two storage tanks. Under these circumstances the system has no design capacity. The City's lines are capable of delivering as much water as can be supplied by Bay County.



City of Panama City Profile

Sanitary Sewer

The Utility Department operates a City-owned extensive system for the collection and treatment of wastewater. Treatment facilities include the St. Andrews Sewage Treatment Plant and the Millville Sewage Treatment Plant (STP). The St. Andrews STP serves the western half of the City and the Millville STP serves the eastern half. The Millville STP serves the older, established part of the City. The St. Andrews STP serves both an older, established part of the City and the newer, growing northern part of the City.

The St. Andrew STP was upgraded in 1991 to provide advanced wastewater treatment at a design capacity of 5.0 million gallons per day (mgd). The plant discharges treated effluent into St. Andrew Bay at the Michigan Avenue outfall. The Millville Plant has recently been upgraded to a 5.0 mgd Advanced Wastewater Treatment Plant. Outfall from the upgraded facility is to St. Andrew Bay at the Martin Lake outfall. The City's wastewater treatment plants have been connected to allow 1.0 mgd to be diverted from one plant to the other. This will help to ensure adequate treatment at both sites.

The City has adopted a residential LOS standard for sanitary sewer of 110 gallons per capita per day and a non-residential LOS standard of 166 gallons per day per 1,000 square feet of building area. In addition, when determining the availability of capacity, the wastewater treatment plant(s) shall be evaluated at 90% of capacity.

Solid Waste

The City of Panama City sends its solid waste to the Bay County Waste-to-Energy Facility (incinerator). This incinerator is located off U.S. Highway 231 in unincorporated Bay County. The permitted capacity of the facility is 211,700 tons per year (tpy). In addition, the Steelfield landfill in northwestern Bay County receives household garbage and debris, as well as ash from the incinerator. The landfill is expected to reach capacity in 2035. There is an additional 305 acres of land available for landfill permitting. When this land is permitted, the life expectancy of the landfill will be 90 years (2101). The County maintains or is responsible for all solid waste disposal facilities including transfer stations.

The adopted residential LOS standard for City of Panama City solid waste is 4.5 lbs per capita per day. Based on the average household size of 2.11 persons, this equates to approximately 1.73 tpy. The City has adopted a non-residential LOS standard of 6.89 lbs per day per 1,000 square feet of building area, which equates to approximately 1.26 tpy.

The City's Public Works Department is responsible for collection of solid waste within the City limits. The City operates six residential routes (trucks) and three commercial trucks. Residential garbage and commercial construction debris are collected by City owned trucks. Residential yard trash is collected by a private contractor.





City of Panama City Profile

**9 Harrison Avenue
Panama City, FL 32401
Phone: 850.872.3000
Fax: 850.872.3024**

**Municipal Area: 35 square miles
(including land and water)
Population: 36,484
Website: www.pcgov.org**

**Business Hours: Mon - Fri 8:00 am to 5:00 pm at 9 Harrison Avenue
City Council Board Meetings: 2nd and 4th Tuesday of each month at 4:00 pm or
5:00 pm at 9 Harrison Avenue**

**Planning Commission Board Meetings: 1st Monday of each month at 4:00 pm
at 9 Harrison Avenue**

Form of Government: The City of Panama City has a Commission-Manager form of government. The City Commission consists of five members, a Mayor and four Commission members; one (1) commissioner is elected from each of the City's four wards and one (1) commissioner is elected at large and serves as the Mayor-Commissioner At Large.

2011 Elected and Appointed Officials (as of July 11, 2011)	Contact	Email	Telephone
Mayor	Greg Brudnicki	mayor-comm@pcgov.org	850-872-7240
Commissioner Ward I	John Kady	jkady@pcgov.org	850-872-3002
Commissioner Ward II	Kenneth Brown	kbrown@pcgov.org	850-872-3002
Commissioner Ward III	Billy Rader	brader@pcgov.org	850-872-3002
Commissioner Ward IV	Mike Nichols	mnichols@pcgov.org	850-872-3002
City Manager	Ken Hammons	citymanager@pcgov.org	850-872-3010
City Clerk	Terri Lillard	cityclerk@pcgov.org	850-872-3021
Attorney	Rowlett Bryant	rwbryant@knology.net	850-763-1787
Fire Chief	Jerry Prater	jprater@pcgov.org	850-872-3058
Police Chief	John Van Etten	jvanetten@pcgov.org	850-872-3100



City of Panama City Profile

Department	Contact	Email	Telephone
Accounts Payable	Diana Butler	dbutler@pcgov.org	850-872-3063
Assistant City Manager	Jeffery Brown	jbrown@pcgov.org	850-872-3042
Code Enforcement	Lance Livingston	code@pcgov.org	850-872-7209
Community Development Director	Michael Johnson	community@pcgov.org	850-872-7230
Community Redevelopment Agency (CRA) Director	William Whitson	wwhitson@pcgov.org	850-215-3869
Data Processing	Tim Taylor	ttaylor@pcgov.org	850-872-3081
Economic Development	Vacant	Vacant	850-872-3011
Engineering	Mike Kazunas	mkazunas@pcgov.org	850-872-3015
Equipment Maintenance	Jamie Langdon	jlangdon@pcgov.org	850-872-3182
Fire Department	Jerry Prater	jprater@pcgov.com	850-872-3059
GIS Department	Chris Fox	gis.division@baycountyfl.gov	850-872-3064
Human Resources Director	Rodney Dobbins	employment@pcgov.org	850-872-3009
Information Technology	Richard Ferrick	rferrick@pcgov.org	850-872-7226
Leisure Services Director	Veryl McIntyre	parks@pcgov.org	850-872-3199
License Department	Pat Wood	license@pcgov.org	850-872-3033
Marina Civic Center	Donald Schwartz	civiccenter@pcgov.org	850-763-4696
Marina - Panama City	Bill Lloyd	marinas@pcgov.org	850-872-7272
Marina - St. Andrews	Susan Payne	marinas@pcgov.org	850-872-7240
Planning and Land Use Director	Mike Lane	mlane@pcgov.org	850-872-3025
Planner I	Wade Reynolds	wreynolds@pcgov.org	850-872-3025
Planner I	Anna Papke	apapke@pcgov.org	850-872-3025
Police Department	Chief John Van Etten	pcpd@pcgov.org	850-872-3100
Public Works Director	Neil Fravel	publicworks@pcgov.org	850-872-3015
Purchasing	Becky Barnes	purchasing@pcgov.org	850-872-3071
St. Andrews Waterfront Project	Vacant	Vacant	850-872-7208
Utilities Director	Ron Morgan	utilities@pcgov.org	850-872-3191





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City of Panama City Beach Profile

Location Map



City of Panama City Beach Profile

History

The area around Panama City Beach was full of settlers and development beginning in the 1800's; however, the official history doesn't begin until May 2, 1936, when the City was founded. The city's name was reportedly based on being the nearest American port to the newly opened Panama Canal. Surrounding the new city were other, small cities known as West Panama City Beach, Long Beach, Dutchville, Playville, Julia and Edgewater. In 1953, they merged to form a single chartered government, which kept the name of Panama City Beach. It wasn't until 1977 that it was incorporated.

The tourism industry first began in 1935 when developer Gideon Thomas built the beach's first pier in front of his hotel, the Panama City Hotel. Thomas saw great potential in the area for tourism development. Visitors to the beach were mostly families from southeast Alabama and southwest Georgia and eventually grew to tourists from all over the country. However, in the winter months the town was deserted. Beginning in the 1970's Canadians began traveling to Panama City Beach for the winter and tourism became a year around economy.

Geography and Demographics

The City of Panama City Beach is located about two miles to the west of NSA PC and covers an area of approximately 18 square miles. It currently extends about 12 miles along the coast of the Gulf of Mexico.

In 2000, the population of full time residents totaled 7,671 people. The population of full time residents in 2010 totaled 12,018 people. Over the ten-year period, the population increased by 4,347 people. Additionally, during the summer months, daily population estimates for the City increase to approximately 90,000 people.





City of Panama City Beach Profile

Tourism

The Bay County/Panama City Beach area has remained a major tourist destination within Northwest Florida, attracting 7 million visitors annually. The Bay County/Panama City Beach area is primarily a driving destination, drawing visitors from across the Southeast during the peak summer months and from northern states during the winter months. With over 19,000 lodging rental units and 27 miles of beaches available, the Bay County/Panama City Beach area has transitioned into a major year round tourist destination.

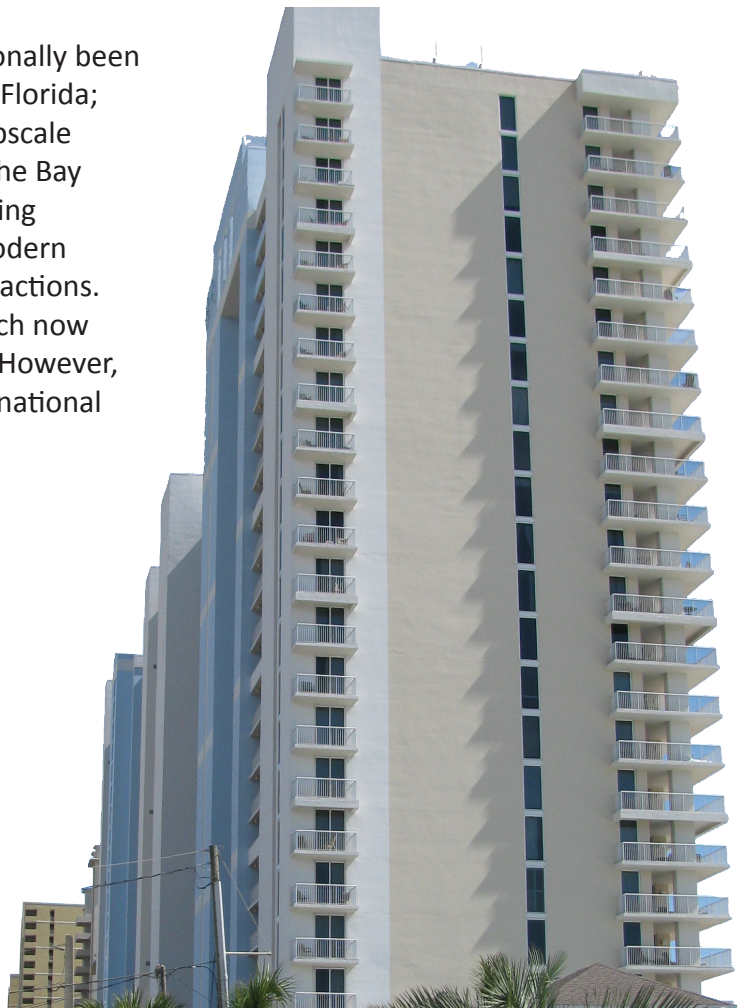


City of Panama City Beach Profile

Tourism

Data from the Panama City Beach Convention and Visitor Bureau indicates that over 4 million out of the 7 million annual visitors to the Bay County / Panama City Beach area stay overnight with an average stay of four nights. The Panama City Beach Convention and Visitor Bureau reports that 5,740,000 tourists (82 percent) of the total 7 million annual visitors arrive to the Bay County / Panama City area by automobile. These tourists travel predominantly from the following states; Georgia, Alabama, Tennessee, Florida, Ohio, Kentucky, Texas, Indiana, Illinois, and Michigan. Based on data from Visit Florida, the Bay County/Panama City Beach area is ranked second only to Orlando's Walt Disney World in terms of tourists traveling by automobile. According to the Bay County Tourist Development Council and the Panama City Beach Convention and Visitors Bureau, in 2010, tourism in the Bay County/ Panama City Beach area provided a \$1.03 billion impact to the local economy.

The Bay County/Panama City Beach area has traditionally been considered a spring break designation in Northwest Florida; however, this area has been shifting toward more upscale visitors and winter tourists. The transformation of the Bay County/Panama City Beach area has involved replacing aging motels and associated structures with new modern condominiums, motels, resorts and other major attractions. The result is a very different skyline for the City, which now includes many high-rise condominiums and hotels. However, development has slowed in recent years due to the national and regional constriction of the economy.





City of Panama City Beach Profile

Entertainment

The area contains major attractions such as six championship golf courses, including the first Jack Nicklaus Design course in Northwest Florida, the Gulf World Marine Park, the ZooWorld Zoological and Botanical Park, the Ripley’s Believe it or Not Museum, the Shipwreck Island Water Park, the Panama City Beach Aquatic Center, 27 miles of sandy beaches, over 19,000 lodging rental units, and over 500 eating establishments providing for a total restaurant seating capacity of 47,247 seats. Annual attractions include the Gulf Coast Triathlon and the Seafood Festival.

Pier Park is one of Simon Malls “Signature Projects” located between Front Beach Road and Back Beach Road. It is a 1.1 million square foot open-air regional lifestyle center that serves as a shopping destination for the region. The mall includes retail shops, restaurants, nightclubs, and a movie theater. The outdoor mall also serves as the location for many celebrations such as New Year’s Eve and Fourth of July as well as festivals and charity events.



City of Panama City Beach Profile

Utility Service

Potable Water

The City provides potable water service for virtually all land from Phillips Inlet to the Hathaway Bridge. The City purchases its water on a wholesale basis from Bay County who provides treated water from the Deer Point Lake Reservoir. Additionally, the City has constructed storage tanks, which gives the City an additional 21 million gallons of working reserve for peak season and fire flow demand.

The City has also implemented a water reclaimed system that will make highly treated effluent from the wastewater system available for irrigation to new subdivisions and commercial developments. With the implementation of this reclaim system, it is estimated that the 20% of potable water usually used for irrigation in these new subdivisions will be replaced by reclaimed water. The adopted LOS standard for the provision of potable water in the City of Panama City Beach is 125 gallons per capita per day average.

Sanitary Sewer

The City of Panama City Beach own and operate their own sanitary sewer treatment system. The wastewater treatment plant has a capacity of 14 mgd per day. Disposal of treated effluent discharges into a 2,900 acre wetland area off of Hwy 79. The 0.5 mgd Bay Pointe Wastewater Treatment Plant provides effluent disposal through reuse distribution to Bay Point Country Club golf courses. The accumulated solid residue is disposed at Bay County's Steelfield landfill. The adopted LOS standard is 80 gallons per capita per day for sanitary sewer facilities for permanent residents and 60 gallons per capita per day for seasonal visitors.

Solid Waste

Panama City Beach sends its solid waste to the Bay County Waste-to-Energy Facility (incinerator) or Steelfield landfill in northwestern Bay County. The landfill is expected to reach capacity in 2035. There is an additional 305 acres of land available for landfill permitting. When this land is permitted, the life expectancy of the landfill will be 90 years (2101). The adopted LOS standard for the City of Panama City Beach solid waste is 5.5 lbs per capita per day.





City of Panama City Beach Profile

**110 South Arnold Road
Panama City Beach, FL 32413
Phone: 850.233.5108
Fax: 850.233.5108**

**Municipal Area: 18 square miles
Population: 12,018
Website: www.pcbgov.com
Email: pcbfl@pcbgov.com**

**Business Hours: Mon - Fri 8:00 am to 4:00 pm at 110 South Arnold Road
City Council Board Meetings: 2nd and 4th Thursday of each month at 6:00 pm
and 2:00 pm at 110 South Arnold Road**

**Form of Government: The City government consists of four at-large council members
and a Mayor.**

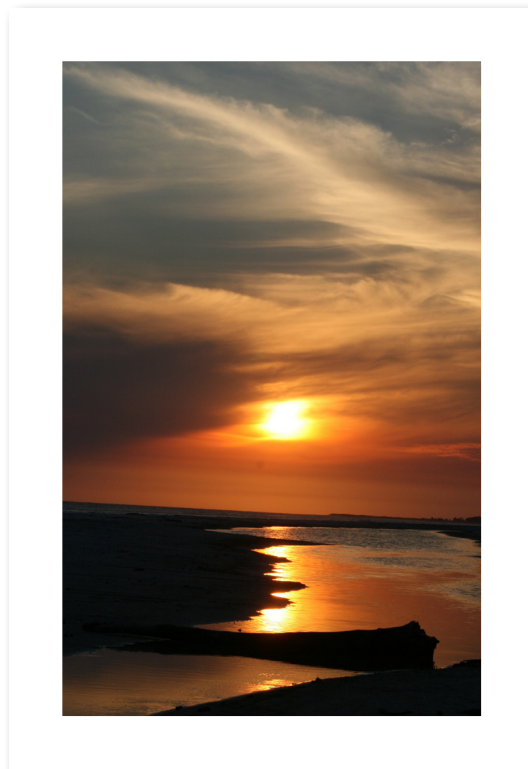
2011 Elected and Appointed Officials (as of July 11, 2011)	Contact	Email	Telephone
Mayor	Gayle Oberst	goberst@pcbgov.com	850-235-1541
Councilman, Ward 1	John Reichard	jreichard@pcbgov.com	850-233-5607
Councilman, Ward 2	Rick Russell	rrussell@pcbgov.com	850-233-5100
Councilwoman, Ward 3	Josie Strange	jstrange@pcbgov.com	850-234-6665
Councilman, Ward 4	Ken Nelson	knelson@pcbgov.com	850-234-0854
City Manager	Richard Jackson	rjackson@pcbgov.com	850-233-5108
City Clerk	Holly White	hwhite@pcbgov.com	850-233-5100 ext 2402
Attorney	Doug Sale	dsale@hsmclaw.com	850-769-3434
Fire Chief	John Daly	jdaly@pcbfire.com	850-233-5120
Police Chief	Drew Whitman	dwhitman@beachpolice.org	850-233-5000



City of Panama City Beach Profile

Department	Contact	Email	Telephone
Building Official	Ken Thorndyke	kthorndyke@pcbgov.com	850-233-5100 ext 2310
Inspections Permits	Tyson Scott	tscott@pcbgov.com	850-233-5100 ext 2310
Planning / Zoning Director	Mel Leonard	mleonard@pcbgov.com	850-233-5100 ext 2313
Planner	Charles Silky	csilky@pcbgov.com	850-233-5100 ext 2234
Code Enforcement	Mark Williamson	mwilliamson@pcbgov.com	850-233-5100 ext 2235
	James Tindle	jtindle@pcbgov.com	850-233-5100 ext 2317
Licensing	Susan Griffin	sgriffin@pcbgov.com	850-233-5100 ext 2305
Parks and Recreation Program Coordinator	Mary Carmichael	info@playballinparadise.com	850-233-5100
Animal Control	Shane Williams	swilliams@pcbgov.com	850-233-5100 ext 2410
Public Works Director	Paul Casto	pcasto@pcbgov.com	850-233-5100 ext 2404
City Engineer / Utility Director	Albert Shortt	ashortt@pcbgov.com	850-233-5100 ext 2402
Stormwater	Kathy Younce	kyounce@pcbgov.com	850-233-5100 ext 2407

Significant Other Contacts	Contact	Email	Telephone
Panama City Beach Convention and Visitors Bureau President and CEO	Dan Rowe	drowe@visitpanamacitybeach.com	850-233-5070





Prepared by:

WilsonMiller



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Panama City, Florida 32405
850.878.5001*



