



COUNTY COMMISSIONERS

District 1 – Daniel Raffield

District 2 – Robert Carroll

District 3 – Doug Crosby

District 4 – Douglas Moore

District 5 – Clara Pease Chairman

December 16, 2025

REGULAR MEETING

9:00 AM - BAY COUNTY GOVERNMENT CENTER

840 WEST 11<sup>th</sup> STREET

PANAMA CITY, FLORIDA

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. INVOCATION**

**D. PLEDGE OF ALLEGIANCE**

**E. APPROVAL OF AGENDA (Additions or Deletions)**

**F. PRESENTATIONS**

- Richard Sanders Proclamation
- 30 Year Service Award – Johnny Butterworth, Utilities Division

**G. PUBLIC COMMENT**

**H. CONSENT AGENDA**

Clerk of Courts

1. **Revenues & Expenditures and Check Register**  
**Recommendation:** Board acknowledge receipt of the reports.

Budget Office

2. **FY 2026 Budget Amendment**  
**Recommendation:** Board adopt a resolution amending the Fiscal Year 2025-2026 Budget.

Collaborative Services

3. **Affordable Housing Advisory Committee Appointment and Re-Appointments**  
**Recommendation:** Staff request the Board appoint and re-appoint various members of the Affordable Housing Advisory Committee (AHAC) for certain time periods per AHAC policies.
4. **Affordable Housing Advisory Committee - Incentive and Recommendations Report**  
**Recommendation:** Board approve the Affordable Housing Advisory Committee Incentive and Recommendations Report for submittal to Florida Housing Finance Corporation.

County Attorney

5. **Consent to Sublease for Ground Lease with Crown Castle**  
**Recommendation:** Board to consent to a sublease of the tower at 836 W 11th Street, and authorize the chairman to execute all necessary documents in connection therewith.

Emergency Services

6. **2025 Community Wildfire Protection Plan**  
**Recommendation:** Board approve and authorize the chairman to sign the 2025 Community Wildfire Protection Plan and make any necessary modifications as approved by the county attorney.

Outside Agencies

7. **Bay County's Florida Department of Health Administrator Appointment**  
**Recommendation:** The Florida Department of Health requests concurrence from the Bay County Board of County Commissioners on the appointment of Sandy Martin, as the Administrator of the Florida Department of Health in Bay County.
8. **CareerSource Gulf Coast Board Re-Appointments**  
**Recommendation:** Board re-appoint Mrs. Alexandra Murphy to the CareerSource Gulf Coast Board of Directors for the private sector seat.

Public Works

9. **CR 2302 Bridge Replacement Off-System Agreement**  
**Recommendation:** Board: a) approve the Off-System Agreement with the Florida Department of Transportation for the replacement of CR 2302 over Fanning Bayou Bridge, and b) adopt the resolution, and authorize the chairman to execute all related documents and agreement modifications in accordance with resolution No. 4224.
10. **Florida Department of Transportation Emergency Response Camp Use**  
**Recommendation:** Board approve the license agreement between Bay County and the Florida Department of Transportation for use of the Youngstown/Fountain

Recreational Complex for emergency response operations, and authorize the chairman to execute all necessary documents and any agreement modifications in accordance with resolution No. 4224.

#### Utility Services

11. **Frankford Avenue Booster Station Improvements Design Amendment 1**  
**Recommendation:** Board approve amendment number one to the Frankford Avenue Booster Station Improvements (RFQ 22-13) and authorizes the chairman to sign and make any necessary modifications in accordance with resolution number 4224.
12. **Military Point Advanced Wastewater Treatment Facility Polymer**  
**Recommendation:** Board approve a one-year contract with three (3) additional one-year renewal options with Polydyne, Inc., for the supply of Polymer at the MPAWTF and authorizes the chairman to execute the agreement and any necessary contract modifications in accordance with resolution No. 4224.
13. **Military Point Advanced Water Treatment Facility /Tyndall Air Force Base Water Reuse Project Amendment**  
**Recommendation:** Board approve amendment one for the Military Point Advanced Water Treatment Facility (MPAWTF)/Tyndall Air Force Base Water Reuse Project, LPA0254 and authorize the chairman to execute the amendment and make any necessary modifications in accordance with resolution no. 4224.
14. **Water Distribution Cellular Endpoints**  
**Recommendation:** Board authorize staff to purchase 4,722 Allegro Cellular Pit Antenna with two foot Nicor to convert existing meters to cellular in the amount of \$849,960.00 from Empire Pipe and Supply, and authorize the chairman to make any necessary modifications in accordance with resolution No. 4224.
15. **North Bay Wastewater Reuse Amendment**  
**Recommendation:** Board approve amendment five with the Florida Department of Environmental Protection (FDEP), Grant Agreement LP13045 North Bay Wastewater Reuse Project, and authorize the chairman to sign the amendment and make any necessary modifications in accordance with resolution No. 4224.

#### **I. REGULAR AGENDA**

#### **J. PUBLIC HEARING**

#### Community Development

16. **PLDPA20250235 & PLZCA20250234 - Small Scale Amendment & Zone Change - 9104 Laird Street**  
**Recommendation:** Board to conduct a quasi-judicial public hearing and approve a proposed Small-Scale Amendment to the Bay County Comprehensive Plan Future Land Use Map, and to approve a proposed zone change from "R-2" Single-Family & Duplex Dwellings to "C-1" Neighborhood Commercial. Located at 9104 Laird Street, in the unincorporated Panama City Beach area.

17. **PLDPA20250222 - Large Scale Amendment Transmittal - Allanton Road**  
**Recommendation:** Board to conduct a legislative public hearing to consider the transmittal of a proposal to amend the Bay County Comprehensive Plan Future Land Use Map to change the future land use designation of 110 acres. Located at 13500 Allanton Road, in the Sandy Creek area.

County Attorney

18. **Resolution to Use Uniform Method of Collecting Non-Ad Valorem Special Assessments**  
**Recommendation:** Board to conduct a public hearing, approve the attached resolution electing to use the uniform method of collection for any non-ad valorem special assessment program and authorize the chairman to sign the same.
19. **Revisions to Chapter 22 of the BOCC Code of Ordinances**  
**Recommendation:** Board to hold a public hearing and adopt changes to Chapter 22 of the Code of Ordinances related to solid waste.
20. **Revisions to Chapter 23 of the BOCC Code of Ordinances**  
**Recommendation:** Board to hold a public hearing and adopt an ordinance revising Chapter 23 of the Code of Ordinances.
21. **Revisions to Chapter 26 of the BOCC Code of Ordinances**  
**Recommendation:** Board to hold a public hearing and delete Chapter 26 of the Code of Ordinances, related to vehicles for hire.

- K. **PUBLIC COMMENT (Open to any issue)**
- L. **COUNTY ATTORNEY REPORT**
- M. **COUNTY MANAGER REPORT**
- N. **CHAIRMAN & COMMISSIONER COMMENTS**
- O. **ADJOURN**

**BAY COUNTY BOARD OF COUNTY COMMISSIONERS**

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Commission Meeting Schedules and Agenda Items  
Available on our Home Page: [www.baycountyfl.gov](http://www.baycountyfl.gov)

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