

PARKER CITY COUNCIL REGULAR MEETING

Council Chambers, City Hall

Tuesday, September 15, 2026, at 5:30 P.M.

MAYOR:

Andrew Kelly

COUNCILMEMBERS:

Tonya Barrow, Mayor Pro Tem

Katy Bodiford

Ron Chaple

Mark Rega

CITY ATTORNEY:

Tim Sloan

CITY CLERK:

Rachelle Stanley

NOTE: AT EACH OF ITS REGULAR OR SPECIAL MEETINGS, THE CITY OF PARKER COUNCIL ALSO SITS, AS EX OFFICIO, AS THE CITY OF PARKER COMMUNITY REDEVELOPMENT AGENCY (CRA) AND MAY CONSIDER ITEMS AND TAKE ACTION IN THAT CAPACITY.

AGENDA

CALL TO ORDER

INVOCATION

ROLL CALL

ITEMS FROM THE AUDIENCE (NON-AGENDA ITEMS)

REGULAR AGENDA

- 1. Approval of minutes – 9/1/26 meeting**
- 2. Multi-Jurisdiction Agreement (MJA) – Bay County Commissioners – approve and sign agreement for discharge of municipal wastewater into the AWTF**
- 3. Approval of combination of parcels – Asset Preservation Trust Services – 26239-010-000 & 26239-000-000 – recommended for approval by Planning Commission**

COMMENTS/ANNOUNCEMENTS

ADJOURNMENT


Rachelle Stanley, City Clerk

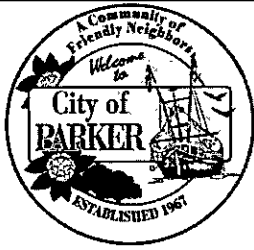
If a person decides to appeal any decision made by the City Council with respect to any matter considered at the meeting, if an appeal is available, such person will need a record of the proceeding and such person may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be made.

Any person requiring special accommodation at this meeting because of a disability or physical impairment should contact the City Clerk at clerk@cityofparker.com or by phone at 850-871-4104. If you are hearing or speech impaired and you have TDD equipment, you may contact the City Clerk using the Florida Dual Party System, which can be reached at 1-800-955-8770 (Voice) or 1-800-955-8771 (TDD).

ALL INTERESTED PERSONS DESIRING TO BE HEARD ON THE AFORESAID agenda are invited to be present at the meeting.

1001 West Park Street – Parker, Florida 32404
Telephone: 850-871-4104 – www.cityofparker.com

CITY COUNCIL MEETING – September 15, 2026



CITY OF PARKER AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME OF PRESENTER:

City Clerk

2. MEETING DATE:

09/15/26

3. PURPOSE:

Approval of minutes for 9/1/26 meeting

4. IS THIS ITEM BUDGETED (IF APPLICABLE)

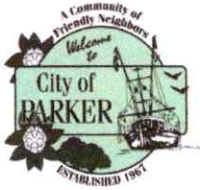
YES

☐

NO

☐

N/A X



CITY OF PARKER AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME OF PRESENTER:
Bay County

2. MEETING DATE:
September 15, 2026

3. REQUESTED MOTION/ACTION:

MJA (Multi-Jurisdiction Agreement) from Bay County

4. IS THIS ITEM BUDGETED (IF APPLICABLE)

YES

☐

NO

☐

N/A

☒

5. BACKGROUND: (PROVIDE HISTORY; WHY THE ACTION IS NEEDED; WHAT GOAL WILL BE ACHIEVED FOR THE CITY)

Approve and sign agreement.

AGENDA ITEM # 2

BOARD OF COUNTY COMMISSIONERS

DANIEL RAFFIELD
DISTRICT I

ROBERT CARROLL
DISTRICT II

DOUGLAS MOORE
DISTRICT IV

CLARA Y. PEASE
DISTRICT V

DOUG CROSBY
DISTRICT III

JOEL B. SCHUBERT
COUNTY MANAGER



August 24, 2026

The Honorable Andrew Kelly
City of Parker
1001 West Park St.
Parker, FL 32404

Subject: Multi-Jurisdictional Agreement (MJA)

As the operator of the Military Point Advanced Wastewater Treatment Facility (AWTF), Bay County previously issued your municipality a Multi-Jurisdictional Agreement (MJA) authorizing the discharge of municipal wastewater into the AWTF.

In December 2025, the Florida Department of Environmental Protection (FDEP) notified Bay County to revise the MJA process to require formal approval and execution of these agreements by each participating jurisdiction. In addition to the formal approval process, minor changes have been made within the agreement. These changes can be found in Part 1 (b) and (c), Part 2 (d) and (i), Part 3 and Part 5. The attached agreement has been updated in response to FDEP's direction and is intended to replace the MJA previously issued by Bay County in 2023.

We are requesting that the attached agreement be placed before your governing body for approval and ratification. Once approved, please obtain the appropriate signatures and return the executed agreement to Bay County Utilities. Bay County will compile the completed agreements from the participating jurisdictions and submit them to FDEP as part of the required pretreatment program modification.

The agreement continues to authorize your municipality to discharge municipal wastewater into the Military Point Regional Advanced Wastewater Treatment Facility system in accordance with the conditions contained in the MJA.

If you have any questions regarding the agreement or the ratification process, please feel free to contact me at (850) 248-5010.

Sincerely,

Mike Allen
Utility Services Director

Agreement between
Bay County Board of County Commissioners
and
The City of Parker

This Agreement is entered into on February, 17th, 2026, between the Bay County Board of County Commissioners and The City of Parker (hereinafter jointly referred to as the "Parties").

RECITALS

1. The Bay County Board of County Commissioners owns and operates the Military Point Advanced Wastewater Treatment Facility (AWTF).
2. The City of Parker currently utilizes the Military Point Advanced Wastewater Treatment Facility (AWTF).
3. Facilities located in the City of Parker currently contributes wastewater which includes industrial waste. These facilities are hereinafter referred to as industrial users.
4. The Bay County Board of County Commissioners must implement and enforce a pretreatment program to control discharges from all industrial users of its wastewater treatment system pursuant to requirements set out in 40 CFR Part 403 and 62-625, Florida Administrative Code. In this Agreement the City of Parker agrees to adopt a sewer use ordinance that subjects the industrial users within its boundaries to the necessary pretreatment controls, and to implement and enforce that sewer use ordinance.
5. The Bay County Board of County Commissioners shall remain the Control Authority as defined in 40 CFR 403.3(f) and retains ultimate responsibility for implementation and enforcement of the pretreatment program.

Agreement

- 1) (a) The City of Parker will adopt and diligently enforce a sewer use ordinance which is no less stringent and is as broad in scope as the Sewer Use Ordinance of Bay County Board of County Commissioners, as described in Chapter 25, Article IV of the Bay County Code of Ordinances. The City of Parker at the time of signing this document has adopted a Sewer Use Ordinance that meets these requirements.

(b) Whenever Bay County Board of County Commissioners revises its sewer use ordinance, it will forward a copy of the revisions to the City of Parker. The City of Parker will adopt revisions to its sewer use ordinance that are at least as stringent as those adopted by Bay County Board of County Commissioners. The City of Parker will forward to Bay County Board of County Commissioners for review its proposed revisions within 30 days of receipt of the Bay County Board of County Commissioner's revisions. The City of Parker will adopt its revisions within 30 days of receiving approval from Bay County Board of County Commissioners of its content.

(c) The City of Parker will adopt and diligently enforce pollutant specific local limits which address at least the same pollutant parameters and are at least as stringent as the local limits enacted by Bay County Board of County Commissioners within 30 days of the date of this Agreement. If Bay County Board of County Commissioners makes any revisions or additions to its local limits, it will forward to the City of Parker a copy of such revisions or additions within 30 days of enactment thereof. The City of Parker will adopt any such revisions or additions within 30 days of receipt thereof.

- 2) (a) The City of Parker will take all actions necessary to ensure that industrial users within its boundaries are subject to an approved pretreatment program to the extent required by 40 CFR 403.8, including the performance of all technical and administrative duties necessary to implement and enforce its sewer use ordinance against industrial users located in its jurisdiction. The City of Parker will: (1) update the industrial waste survey; (2) issue permits to all industrial users required to obtain a permit; (3) conduct inspections, sampling, and analysis; (4) perform enforcement activities; and (5) perform any other technical or administrative duties the Parties deem appropriate. In addition, the City of Parker will take emergency action to stop or prevent any discharge which presents or may present an imminent danger to the health or welfare of humans, which reasonably appears to threaten the environment, or which threatens to cause interference, pass through, or sludge contamination.

(b) The City of Parker will maintain current information on industrial users located in its jurisdiction. The City of Parker is required to submit a revised list of Industrial Users annually to the Bay County Board of Commissioners. This is due on March 1 of every Calendar year.

(c) The City of Parker is required to implement as necessary all of the requirements of the Dental Office Category Rule (40 CFR Part 441. & F.A.C. 62-625.110). The Permittee shall provide Bay County personnel with access to all information that the permittee obtains as part of its enforcement of this rule annually. Documentation shall be due on March 1 of every Calendar year.

(d) Whenever a new industrial user begins operations in the City of Parker, or any time an existing industrial user increases its discharge by 25% or changes its discharge, or any time it is requested by Bay County Board of County Commissioners, the City of Parker will require that such industrial user respond to an industrial user questionnaire supplied by Bay County Board of County Commissioners. The City of Parker will forward a copy of the completed questionnaire to Bay County Board of County Commissioners for review.

(e) The City of Parker will provide Bay County Board of County Commissioners access to all records or documents relevant to the pretreatment program for any industrial user located in the City of Parker or discharging through The City of Parker to Bay County Board of County Commissioners.

(f) The City of Parker will inspect and sample all industrial users located in its jurisdiction each year. The City of Parker will submit written notice of scheduled inspections to Bay County Board of County Commissioners, providing the opportunity for Bay County Board of County Commissioners to attend all inspections. If an inspection is in response to an emergency situation and such notice is not possible, the City of Parker will make every effort to informally notify Bay County Board of County Commissioners of the impending inspection so Bay County Board of County Commissioners may attend. The City of Parker will forward copies of all inspection reports to Bay County Board of County Commissioners within 30 days of the inspection. The City of Parker will submit to Bay County Board of County Commissioners its procedures for sampling and analyses, including all procedures in place

for quality assurance and quality control. All procedures will conform to those set out in 40 CFR Part 136, except as otherwise required by the U.S. Environmental Protection Agency.

(g) Bay County Board of County Commissioners may, with notice to the City of Parker, conduct inspections and sampling at any industrial user's facility located within The City of Parker, as it deems necessary.

(h) The City of Parker will issue permits to all industrial users required to be permitted under its sewer use ordinance located in its jurisdiction. Permits must be issued prior to any discharge. Permits must contain, at a minimum, appropriate effluent limitations, monitoring and reporting requirements, a statement of duration, a statement of non-transferability, a statement of applicable civil and criminal penalties, and any other conditions requested to be included in the permit by Bay County Board of County Commissioners. After the City of Parker drafts a permit, the City of Parker will forward a copy thereof to Bay County Board of County Commissioners for review and comment at least 30 days prior to the expected date of issuance. Within 30 days of receipt of the proposed permit, Bay County Board of County Commissioners will either approve the permit or request the City of Parker to make additions, deletions, or changes. No permit will be issued if Bay County Board of County Commissioners objects.

(i) The City of Parker will submit a monthly report to Bay County Board of County Commissioners on the compliance status of each significant industrial user and any enforcement response taken or anticipated. Such report will include the time frames for initial enforcement actions, as well as any subsequent enforcement actions.

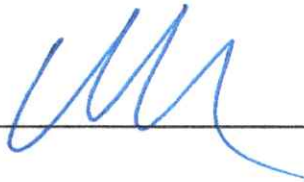
(j) The City of Parker will enforce the provisions of its sewer use ordinance and permits. In the event the City of Parker fails to take timely and appropriate enforcement action against noncompliant industrial users, the Bay County Board of County Commissioners may take such enforcement action directly. The City of Parker agrees to cooperate fully and provide all necessary legal and administrative support to facilitate such actions.

(k) All reports, data, and documentation required under this Agreement shall be submitted in a format acceptable to the Bay County Board of County Commissioners and in accordance with applicable regulatory requirements.

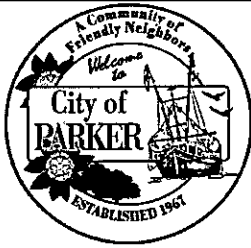
- 3) Bay County Board of County Commissioners may take emergency action, whenever it deems necessary, to stop or prevent any discharge which presents, or may present, an imminent danger to the health or welfare of humans, which reasonably appears to threaten the environment, or which threatens to cause interference, pass through, or sludge contamination. Bay County Board of County Commissioners will provide informal notice to the industrial user and the City of Parker of its intent to take emergency action prior to taking action. The opportunity to respond, however, may be limited to a hearing after the emergency powers of Bay County Board of County Commissioners have been exercised.
- 4) Before an industrial user located outside the jurisdictional boundaries of the City of Parker discharges into The City of Parker's sewer system, the City of Parker and Bay County Board of County Commissioners will enter into an agreement with the jurisdiction in which such industrial user is located. Such agreement shall be substantially equivalent to this Agreement and must be fully secured prior to a discharge from any industrial user in the outside jurisdiction.

- 5) The City of Parker will indemnify Bay County Board of County Commissioners for all damages, fines, and costs either incurred as a result of industrial waste discharged from the City of Parker or from the failure of the City of Parker to comply with this Agreement.
- 6) The City of Parker shall be responsible for ensuring that discharges from industrial users within its jurisdiction do not cause pass through, interference, or violation of the Bay County Board of County Commissioners' wastewater treatment facility permits. The City of Parker shall be liable for any violations attributable to its failure to properly implement or enforce its pretreatment responsibilities under this Agreement.
- 7) At the time of execution of this Agreement, no Industrial Users have been identified within the City of Parker. The City of Parker shall notify the Bay County Board of County Commissioners immediately upon identification of any new industrial users subject to pretreatment requirements.
- 8) (a) If any term of this Agreement is held to be invalid in any judicial action, the remaining terms of this Agreement will be unaffected.
(b) The Parties will review and revise this Agreement to ensure compliance with the Federal Clean Water Act (33 U.S.C. §1251 et seq.) and the rules and regulations (see 40 CFR Part 403) issued thereunder, as necessary, but at least every 10 years on a date to be determined by the Parties.
(c) Bay County Board of County Commissioners may terminate this Agreement by providing 30 days written notice to the City of Parker. All benefits and obligations under this Agreement will cease following 30 days from receipt of such notice.

Bay County Board of County Commissioners _____



The City of Parker _____



CITY OF PARKER AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME OF PRESENTER:

Asset Preservation Trust Services, Inc

2. MEETING DATE:

09/15/26

3. PURPOSE:

Combine 2 parcels to one – 26239-010-000 & 26239-000-000

4. IS THIS ITEM BUDGETED (IF APPLICABLE)

YES

☐

NO

☐

N/A X

Recommendation for approval by Planning Commission in 9/8/26 meeting



CITY OF PARKER

1001 WEST PARK STREET, PARKER, FLORIDA, 32404
TELEPHONE (850) 871-4104 - FAX (850) 871-6684

Request for Combining or Separation of Parcel

Date of Submission: 7/7/2026

BLDG Permit #: N/A

Land Use Designation: MU-2

Parcel ID #: 26239-010-000

26239-000-000

Applicant Information:

Name of Property Owner: ASSET PRESERVATION TRUST SERVICES, INC.

Site Location: 6241 E. HWY 98, PANAMA CITY, FL. 32404

Telephone #: (850) 290-2007 Email: CSG company Florida@gmail.com

Reason for Parcel Split or Combination: FOR CONTINUITY AND FUTURE DEVELOPMENT
OF CONTIGUOUS, UNBROKEN LOT, AS ONE PARCEL

Submit detailed professional survey showing proposed combination or split of parcel.

I hereby certify, under penalty of perjury, that I have read and understood the provisions of this permit and that the information provided herein is true and correct to the best of my knowledge

Signature of Applicant: [Signature]

Date: 7/7/2026

Signature of Approval: _____

Date: _____

Comments: _____

