



# **CITY OF PARKER**

## **City Hall**

**1001 West Park Street**

**Phone 850-871-4104**

**[www.cityofparker.com](http://www.cityofparker.com)**

### **Mayor**

Rich Musgrave

### **Clerk**

Nancy Rowell

### **Council Members**

Mike Miller, Mayor Pro Tem

Ron Chaple

John Haney

Ken Jones

### **Attorney**

Tim Sloan

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## **PUBLIC NOTICE**

### **REGULAR MEETING**

**OF**

**THE CITY OF PARKER COUNCIL**

**May 01, 2018**

**5:30 PM**

**PARKER CITY HALL**

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** – Mayor Musgrave

**INVOCATION** – Rev. Jack Stanley, Parker United Methodist Church

**PLEDGE OF ALLEGIANCE** - Mayor Pro Tem Miller

**ROLL CALL**

**APPROVAL OF MINUTES** - City Council

Regular Meeting April 03, 2018

**ITEMS FROM THE AUDIENCE (non-agenda items)**

## **REGULAR AGENDA**

1. **Discuss Derelict Structure at 4818 3<sup>rd</sup> St (Old Fish House)**—Eddie Parker and Council
2. **Schedule for Comprehensive Plan Update**—Tim Whaler, 3TP Ventures
3. **Sick Leave Donation**—Council
4. **Financial Report**—Bookkeeper Dean

## **CLERK'S REPORT**

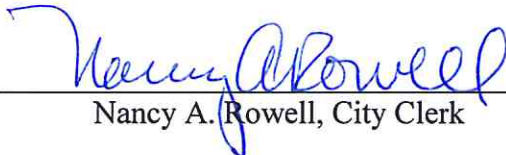
## **MAYOR'S REPORT**

## **COUNCIL COMMENTS AND ANNOUNCEMENTS**

## **ADJOURNMENT**

### **Upcoming Events**

- Next Planning Commission Meeting is May 8, 2018
- Next Regular Meeting is April 15, 2018

  
\_\_\_\_\_  
Nancy A. Rowell, 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 a special accommodation at this meeting because of a disability or physical impairment should contact the City Clerk at 1001 West Park Street, Parker, Florida 32404; 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.

**MINUTES  
REGULAR MEETING  
PARKER CITY COUNCIL  
April 3, 2018  
5:30 p.m.**

Mayor Musgrave called the meeting to order at 5:30 p.m.  
Reverend Adam Carter gave the Invocation.  
Mayor Pro Tem Miller led the Pledge of Allegiance.

**Present:** Council Members Chaple, Haney, Miller and Mayor Musgrave

**Absent:** Council Member Jones

**Also Present:** City Clerk Rowell, City Attorney Sloan, Public Works Supervisor Summerlin and Police Chief Hutto

**APPROVAL OF MINUTES**—On motion of Council Member Haney and second of Council Member Miller, the minutes of the Regular Meetings of March 6 and March 20, 2018, were approved, 4 ayes, 0 nays.

**ITEMS FROM THE AUDIENCE**—None

**REGULAR AGENDA**

**1. Variance Request for Lot Size—504 S. Hwy. 22A**—Mike McQuaig addressed the Council noting that he and his wife owned the property which was previously known as the QuickWay store. He asked that the Council allow them to split the lot/grant a variance to the lot size so they could build two new, single-family homes on the parcel. He said that it would get rid of the eyesore and help clean up the area by putting new homes there. He noted that because the area is residential, his plan would rid the area of the existing commercial building.

Mrs. Martha Large, Hensey Avenue, spoke against Mr. McQuaig's plan to split the lot and put two homes on the property. Mr. McQuaig responded to the Council, noting that the area already has smaller homes and that there is multi-family housing across the street; that the market for the neighborhood would likely not support the cost of one home on that lot and that it would be best for him and the City to get rid of the current structure.

City Attorney Sloan began the process of asking the Council the variance questions, noting that if any of the five questions cannot be answered positively by the Council, then the variance cannot be granted. He asked the first question, "Is there proof that there are extreme practical or economic difficulties in carrying out the strict letter of the land development regulations?" and Council Members Miller and Chaple answered in the negative. City Attorney Sloan noted that with only four members present, the question failed. Mr. McQuaig's request for variance was not granted.



**2. Variance Request for Subdivision of Property—4825 2<sup>nd</sup> Street**—Mr. Doug Henson addressed the Council on behalf of the owner's family and owner, Jeannette Foran and Mrs. Proctor. He noted that this large Residential parcel had recently been split into two parcels; that Mrs. Proctor wants another split but that a request for a third split would trigger a subdivision review; that the request for variance was to allow the additional lot split without the requirements of the subdivision review; that the split is advantageous to the elderly owner. Mayor Musgrave noted the setback of the existing garage would not be adequate if the survey line for the new lot remained; that another few feet should be added to the lot being split off.

City Attorney Sloan asked all five of the variance questions and all were answered in the affirmative giving a positive finding to the approval of the variance request. Council Member Haney made a motion to approve the variance not requiring subdivision review for a lot split and that the new lot would be re-drawn to provide sufficient setback for the existing garage. Council Member Miller seconded the motion and it passed, 4 ayes, 0 nays.

**3. Resolution No. 2018-350—SRF Watermain Project**—Mayor Musgrave introduced the item, saying that the resolution was needed to be able to apply for grant/loan funding from the State Revolving Fund Loan Program. Council Member Haney made a motion to read the resolution by title, and it was seconded by Council Member Miller. By a vote of 4 ayes, 0 nays, City Clerk Rowell read Resolution No. 2018-350 by title. Mayor Musgrave said that this is the first step towards the large watermain project identified as one of our infrastructure sales tax projects; that the plan would be to use the SRF Loan Program to handle our portion (half) to finance the design work of approximately \$162,000 toward the total \$3.8 million project; that the City's portion for design would be \$9,000 annually to be paid from the Infrastructure Sales Tax proceeds; that he anticipated another resolution in early spring 2019 to address funding the actual construction phase of the project. Council Member Miller questioned pledging the water revenues since they are already pledged for another project. Mayor Musgrave said the loan document requires a calculation to determine if both loans can be supported by that pledge of revenue as collateral. The Mayor said the auditors were fine with it. Council Member Miller made a motion to approve the resolution, seconded by Council Member Chaple, and Resolution No. 2018-350 was adopted by a vote of 4 ayes, 0 nays.

**4. Resolution No. 2018-351—Demolition of Unfit/Unsafe Structures**—Mayor Musgrave introduced the item, saying it allows the City to move forward with the Clean and Lien process to assist people in tearing down old structures and the City will take it as a lien against the property which if unpaid, could become a non-ad valorem tax assessment. He said there was one property identified, that beginning the next day, would become engaged in this process. Council Member Haney made a motion to read the resolution and Council Member Miller seconded it. By a vote of 4 ayes, 0 nays, City Clerk Rowell read Resolution No. 2018-351 by title. Mayor Musgrave said there were three agreements to be executed under this program: an agreement to demolish; a promissory note; and a mortgage which puts a lien on the property for costs borne by the City. Council Member Miller asked about asbestos and the Mayor responded that



the City would not get involved with that; the property owner must review the structure and attest that there is no asbestos; if so owner must take care of it/pay; if the City has to make the determination, the cost would be on the owner. Council Member Haney made a motion to adopt Resolution No. 2018-351. Council Member Miller seconded the motion and the resolution was adopted by a vote of 4 ayes, 0 nays.

**CLERK'S REPORT**—City Clerk Rowell noted that the new Planning Commissioners would be sworn in the following Tuesday, April 10<sup>th</sup> at 5:00 p.m.

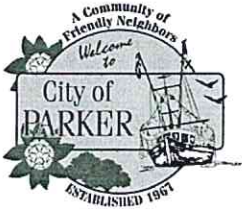
**MAYOR'S REPORT**—Mayor Musgrave told the Council Members that the City has been approached by the owners of the old post office site who are interested in donating the property to the City; that documents were being drawn up for that donation; that the Tyndall bridge will be rebuilt or modified and that the contractor is looking for a staging site for two years or more; that they would be interested in leasing the old post office site; that there is a group working with the Chamber of Commerce to help local governments identify commercial property to be developed with developers.

**COMMENTS AND ANNOUNCEMENTS**—Council Member Haney said that Mr. Parker was about to get code enforcement fines because of the old fish house; that he has family medical problems but is one-third of the way done with it; that it is historical and maybe the Council could give him some more time. The Mayor explained that he had met with Mr. Parker and that he wasn't interested in historic preservation, he wanted to use the building for storage. Council Member Haney said the servers were about to go belly-up and where is the project to replace them. Mayor Musgrave said that Admin was handling and that the terms and conditions of the bid are being finalized and should be out in two to three months. Council Member Chaple said that he has heard from residents how much they like the new dog parks. Mayor Musgrave read a letter congratulating Police Officer John Cain for his VFW award of Officer of the Year.

**ADJOURNMENT**—The meeting was adjourned at 6:17 p.m.

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Nancy A. Rowell, City Clerk



## CITY OF PARKER AGENDA ITEM SUMMARY

**1. DEPARTMENT MAKING REQUEST/NAME OF PRESENTER:**

Code Enforcement

**2. MEETING DATE:**

May 1, 2018

**3. REQUESTED MOTION/ACTION:** Code Enforcement requests that the Council work with Mr. Parker in making a timely decision regarding the repair of the fish house located at 4818 E. 3<sup>rd</sup> Street, one of the few remaining historic buildings in Parker.

**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)**

The fish house located at 4818 E. 3<sup>rd</sup> Street has suffered major damage and needs to be substantially repaired or removed. The building official for the City has deemed the structure "Unfit/Unsafe" (See attached letter and report).

Code Enforcement has been working with Mr. Parker as representative of the Parker family since May 2017 (See attached Activity Sheet).

Recently the building appears to have shifted to the east and the need to speed up the process of repair has become more critical. The building needs to be dealt with to prevent collapse, which could put building materials and possibly a number of pollutants into Parker Bayou (See attached pictures).

Mr. Parker has stated he doesn't have funds to repair the building; he likely would not have funds to clean out the bayou, either. He has a building permit good until June 1, 2018 and the Council needs to issue a shoreline construction permit from his application. (See attached—Council can waive fee). He may also need to get in touch with DEP since the State holds title to the submerged lands under the structure (See attached from FL DEP).

AGENDA ITEM # 1





City of Parker Florida Code Enforcement  
Parker, FL 32404

April 9, 2018

Re: Dilapidated structure at 4818 E. 3<sup>rd</sup> Street

Per your request an onsite visit and inspection was made at 4818 E. 3rd Street to determine the condition of the structure. On visual inspection of the building we find the following conditions that warrant corrective actions be taken.

The building is a single-story wood structure with obvious damage to roof and floor structural systems. The current condition of the building is unfit/unsafe for use and constitutes a danger.

A handwritten signature in black ink, appearing to read "Mark D. Hodges".

Mark D. Hodges  
Building Official

On March 30, 2018 the structure at 4818 E. 3<sup>rd</sup> Street was inspected and deemed unfit/unsafe for one or more of the reasons in the checklist below.

#### UNFIT/UNSAFE CHECKLIST

***Dangerous structure or premises.***

Any structure or premises that has any or all of the conditions or defects described below shall be considered dangerous:

\_\_\_\_\_ 1. Any exit or other portion of the means of egress that does not conform to the Florida Fire Prevention Code for existing buildings.

X 2. Any portion of a building, structure or appurtenance that has been damaged by fire, wind, flood, deterioration, neglect, abandonment, vandalism or by any other causes to such an extent that it is likely to partially or completely collapse, or to become detached or dislodged. Building has obvious signs of collapse and damage to roof and floor support systems.

X 3. The building or structure, or part of the building or structure, because of dilapidation, deterioration, decay, faulty construction, the removal or movement of some portion of the ground necessary for the support, or for any other reason, is likely to partially or completely collapse, or some portion of the foundation or underpinning of the building or structure is likely to fail or give way.

\_\_\_\_\_ 4. A building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, ventilation, mechanical or plumbing system, or otherwise, is determined to be unsanitary, unfit for human habitation or in such a condition that is likely to cause sickness or disease.

\_\_\_\_\_ 5. Any building or structure, because of a lack of sufficient or proper fire resistance-rated construction, fire protection systems, electrical system, fuel connections, mechanical system, plumbing system or other cause, is determined to be a threat to life or health.

\_\_\_\_\_ 6. Any portion of a building remains on a site after the demolition or destruction of the building or structure or whenever any building or structure is abandoned, so as to constitute such building or portion thereof as an attractive nuisance or hazard to the public.

Sincerely,

Mark Hodges, Building Official





## Records Activity Sheet

**Job #: 17-398      Address: 4818 E. 3<sup>rd</sup> Street      Owner: Parker, Phyllis J.**

<b>DATE</b>	<b>TIME</b>	<b>INITIALS</b>	<b>COMMENTS</b>
5/31/17		<b>DRB</b>	Received anonymous complaint that the building is damaged and at high tide, the end of building is in the water. Also, vagrants are staying in the building at night, she can see fire in the building,
5/31/17		<b>DRB</b>	Drive by, after work, saw no one around but building has a structural issue at first glance.
6/1/17		<b>DRB</b>	Drive by; still see no one around building.
6/1/17		<b>DRB</b>	Called Ch. Hutto about vagrants.
6/13/17		<b>DRB</b>	Site visit, pictures; the south end of the building in water a few inches.
6/16/17		<b>DRB</b>	Drive by, no change.
7/14/17		<b>DRB</b>	Mailed letter.
7/21/17		<b>DRB</b>	Mr. Parker called today to discuss building, told him to contact EPCI, (874-9347) he <u>needs an inspection</u> . Mr. Parker needed some time.
10/5/17		<b>DRB</b>	Called Mr. Parker and left msg. for someone to call.
10/6/17		<b>DRB</b>	LBradford told me that there has been a death in the family and the funeral is today. She told person paying water bill that they needed to contact me about the building.
10/6/17		<b>DRB</b>	Mr. Parker called back will put together a plan for the building.
10/13/17		<b>DRB</b>	Mr. Parker called, asked for appointment on 10/20/17 to work on plan for old fish house.
10/20/17		<b>DRB</b>	Met with Mr. Parker, he wants to preserve entire building if possible. Money is an issue, needs to solve roof problem at 1025 E. Park St. first. So time is also an issue.
10/26/17		<b>DRB</b>	Site visit, pictures, no change.

<b>DATE</b>	<b>TIME</b>	<b>INITIALS</b>	<b>COMMENTS</b>
10/27/17		<b>DRB</b>	E-mailed Mayor and City Clerk synopsis of meeting. Mr. Parker needs to repair roof on 1025 E. Park Street before beginning any repair on building. Mr. Parker wants to save entire icehouse building if possible.
12/1/17		<b>DRB</b>	<p>Met with Mr. Parker, Mayor, and City Clerk. The City offered three options: We discussed trying to save the entire building and the money and effort that it will take to raise the south half and get a foundation back under it; taking off the south half of the structure to save the north half; and, Mayor Musgrave proposed that the Parker family donate the structure to the City and that the City maintain it as a museum/venue for the public with a plaque displayed honoring the Parker Family for preserving the structure thus far, etc.</p> <p>Mr. Parker still has no plan but wants to keep the fish house in the family. Says that he can only work on it on weekends and money is an issue. Told him he had a month to get the <u>plan, paperwork, and permits in place</u>; and that the permit would give him 6 months to complete the project. He will discuss the Mayors options with his family and get back with us.</p>
12/4/17		<b>DRB</b>	LBradford told me that Mr. Parker picked up application for Building - repair permit.
1/10/18		<b>DRB</b>	Drive by, no change at property, also, no word from Mr. Parker.
2/7/18		<b>DRB</b>	Still no word from Mr. Parker.
3/5/18		<b>DRB</b>	Drive by; building appears to be sagging more.
3/5/18		<b>DRB</b>	Meeting with Mayor and NAR, concerns about the building shifting.
3/20/18		<b>DRB</b>	Discussed further deterioration with Mayor; he said move to the next step.
3/21/18		<b>DRB</b>	Mailed NOV. End date 4/20/18.
3/23/18		<b>DRB</b>	Site visit, pictures, building appears to be shifting. NEED ADVICE. Called Mark with EPCI (625-6011) to look at building from outside and give me feedback.
4/4/18		<b>DRB</b>	Mr. Parker (867-6761) called left msg. for me to contact him.



<b>DATE</b>	<b>TIME</b>	<b>INITIALS</b>	<b>COMMENTS</b>
4/6/18		<b>DRB</b>	Spoke with Bo Creel about building, told him that I had spoken to Mark about it and had not heard back. Asked if he had spoken to Mark and he had and Mark has pictures. Mr. Creel told me that EPCI would put together a report stating their opinion.
4/6/18		<b>DRB</b>	Called Mr. Parker back and told him that the time is not static because we are waiting for a report from the building inspector. However, he definitely has until April 20 <sup>th</sup> to get his permit and plans together.
4/9/18		<b>DRB</b>	Received report from EPCI that the building is unfit/unsafe.



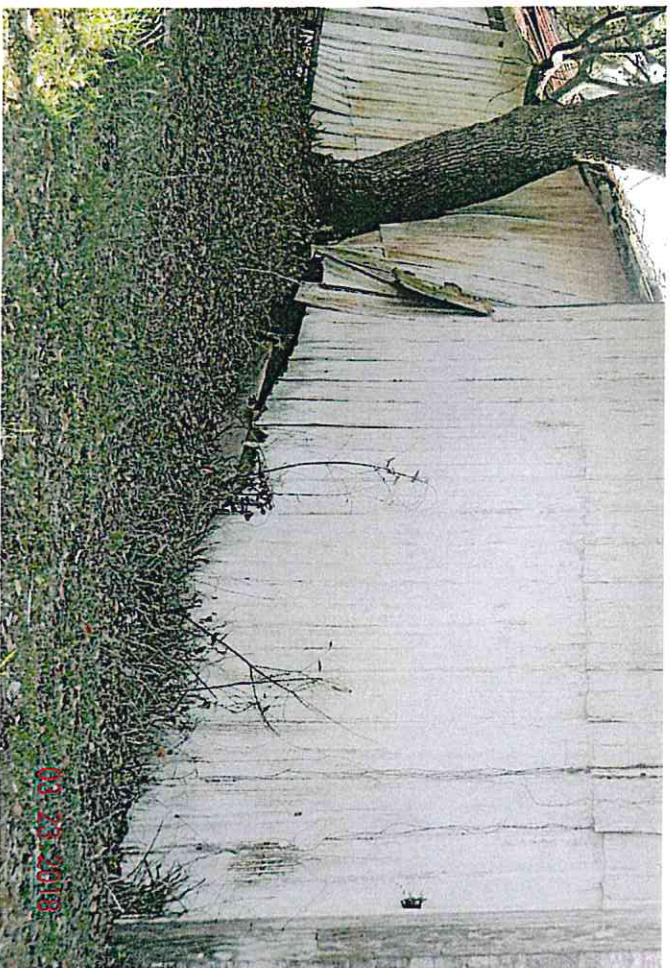
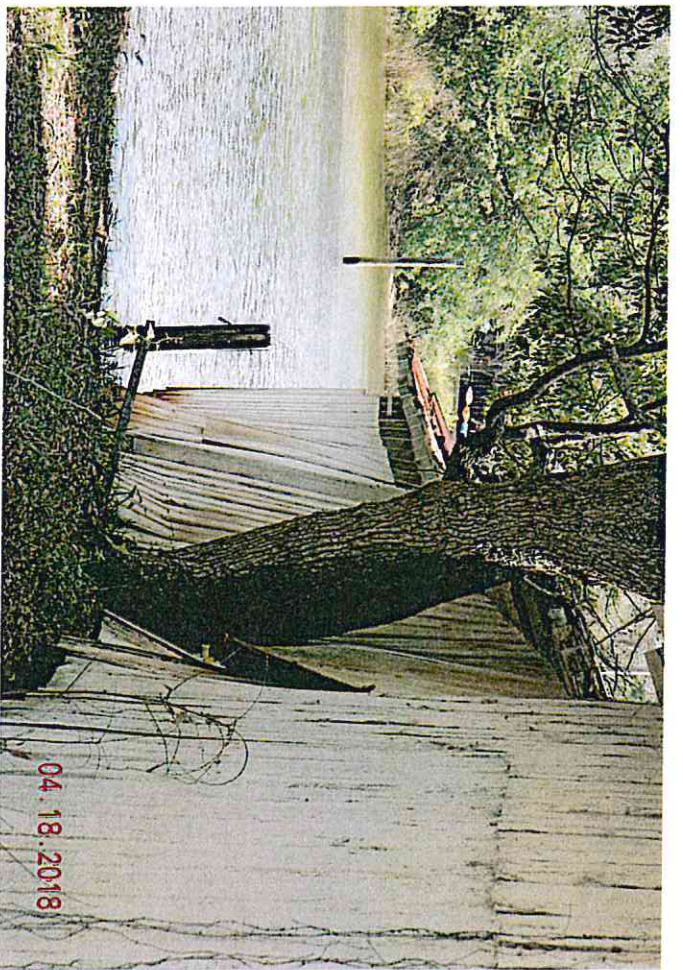
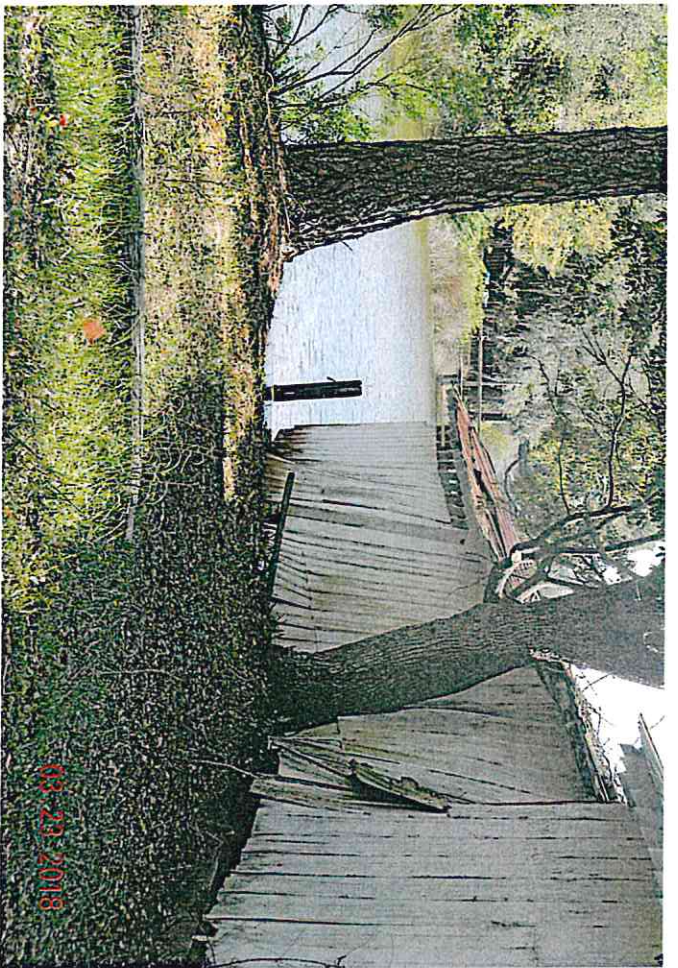
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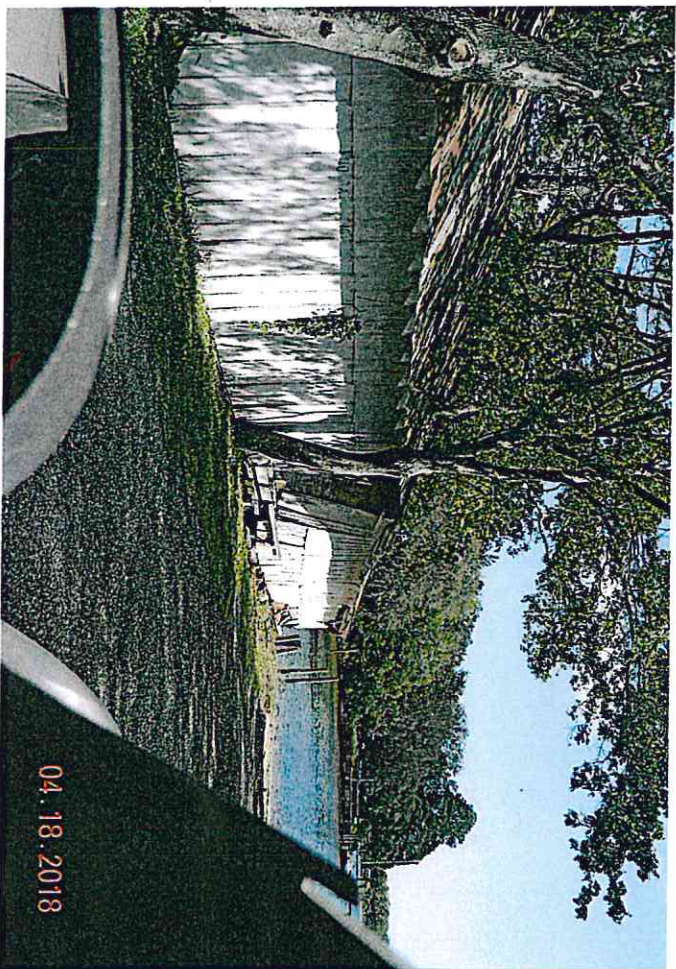














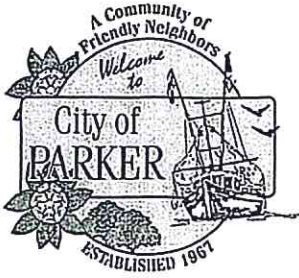






**City of Parker  
Code Enforcement  
Citizen Complaint**

DATE:	6/1/17	TIME:		CASE #:	
COMPLAINANT NAME:	Anonymous				
ADDRESS:					
PHONE:					
E-MAIL ADDRESS:					
LOCATION/ADDRESS OF REPORTED VIOLATION:	4818 3RD ST E				
NATURE OF COMPLAINT:	building is damaged and at high tide end of building is in the water. Vagrants are staying in the building at night.				
LEGAL DESCRIPTION:	PARKER PLAT-(61.1) W 1/2 LOT 61 ORB 3658 P 940				
PARCEL ID:	25908-000-000				
NAME OF OCCUPANT:	VACANT				
PROPERTY OWNERS INFORMATION					
OWNERS NAME:	PARKER, PHYLLIS JEAN ETAL				
ADDRESS				PHONE NUMBER	
1025 E PARK ST PANAMA CITY, FL 324047173					
ADDITIONAL INFORMATION OR COMMENTS:					
DATE:		SIGNATURE:			



# CITY OF PARKER

## CODE ENFORCEMENT

1001 WEST PARK STREET • PARKER, FLORIDA, 32404  
TELEPHONE (850) 871-2825 • FAX (850) 871-6684

July 14, 2017

Phyllis Jean Parker, ETAL  
1025 E Park St  
Panama City, FL 324047173

Dear Mrs. Parker, ETAL:

I am writing you about the property located at 4818 E. 3<sup>rd</sup> Street in Parker.

The building is structurally damaged, the foundation on the south end of the building is compromised, and at times water is lapping on to it.

The City is concerned that the building is unstable and becomes more so with each passing day. This situation is a hazard to the environment, and a violation of the City's Code.

To bring the violation into compliance please remove or repair the building.

Please contact me by July 21, 2017 to discuss your decision and a timeline for the chosen project.



Regards,

Deena Brannon  
Code Enforcement Officer  
e-mail: [drbrannon@cityofparker.com](mailto:drbrannon@cityofparker.com)

*Parker - A Great Place To Come Home To!*

The Code of Ordinances for the City of Parker may be read at: <http://www.municode.com/library/fl/parker>.  
The Land Development Regulations (LDR) may be read at: <http://www.cityofparker.com>.



 <b>EPCI</b> <small>Code Administration Services</small>	<b>BUILDING DIVISION</b> <b>Parker</b> 6601 Hwy 22 Panama City, FL 32404 850-874-9347 Fax 850-874-8200	<div style="float: right; text-align: left;">  </div> <b><u>BUILDING PERMIT</u></b>	
		<b>Permit Number:</b>	<b>17PK-MO0008</b>

**For Inspections call 850-874-9347**

<b>Date Issued:</b> 12/01/2017 <b>Job Site Address:</b> 4818 3RD ST E  <b>Property Owner:</b> PHYLLIS JEAN ETAL PARKER <b>Mailing Address:</b> 1025 E PARK ST PANAMA CITY, FL 32404-7173  <b>Phone:</b> H: 850-867-6761 <b>Parcel ID:</b> 25908-000-000			
<b>Subdivision:</b> PARKER PLAT-(61.1) <b>Lot:</b> W 1/2 LOT <b>Block:</b> <b>Filling:</b> <b>Sq.</b> 0 <b>Required Set Backs</b> North /                      South / Back:                      East / Right:                      West / Left: <b>Actual Set Backs</b> North /                      South / Back:                      East / Right:                      West / Left:			
<b>TYPE AND VALUE OF BUILDING</b>	<b>FEE ITEMS</b>	<b># of Each</b>	<b>Amount</b>
	Other - Residential	40.00	\$40.00
	DBPR	1.00	\$2.00
	DCA	1.00	\$2.00
<b>Type:</b> Misc./One Stop <b>SubType:</b> One Stop <b>Category:</b> Misc. Other <b>Valuation:</b> \$3,000.00		<b>Total</b>	<b>\$44.00</b>

<b>Plans Reviewed by:</b>
<b>Description of Work:</b> structural repair
<b>NOTICE</b>
<p>The applicant, his agents and employees of, shall comply with all the rules, regulations and requirements of the City Zoning Regulations and Building Codes governing all aspects of the above proposed work for which the permit is granted. The City or its agents are authorized to order the immediate cessation of construction at anytime a violation of the codes or regulations appears to have occurred. Violation of any of the codes or regulations applicable may result in the revocation of this permit. Buildings MUST conform with the submitted and approved plans. Any changes of plans or layout must be approved prior to the changes being made. Any change in the use or occupancy must be approved prior to commencement of construction. Construction not commenced within 180 days of permit issuance voids this permit. Cessation of work for periods of 180 continuous days shall also void this permit. Permits are not transferable. Meritage Systems Inc. and the City of Parker are not liable for workmanship.</p>
<div style="display: flex; justify-content: space-between;"> <div>           Signature of Applicant/Date <i>Eddie Parker</i> </div> <div>           Building Department Signature/Date         </div> </div>

MUST BE POSTED ON JOB SITE

120117-1050



# CITY OF PARKER

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

## Notice of Violation March 21, 2018, 10:00 A.M.

TO: Phyllis Jean Parker, ETAL  
Attn: Eddie Parker  
1025 E Park St  
Panama City, FL 32404-7173

Via: Certified Mail

CODE CASE: 17-398

COMPLAINT DATE: June 1, 2017

VIOLATION LOCATION: 4818 E. 3<sup>rd</sup> Street, Parker, FL 32404

PARCEL ID: 25908-000-000

LEGAL DESCRIPTION: The West Half (W1/2) of Lot Sixty-one (61), according to plat of Parker, Florida located in the NW1/4 of Section 24, Township 4 South, Range 14 West, as per Plat on file in the Office of the Clerk of the Circuit Court of Bay County, Florida.

The City finds that this property is in violation of Parker's Code of Ordinances and/or Land Development Regulations.

**VIOLATION IN PART OR WHOLE:** The building is collapsing into Parker Bayou and will possibly pollute the waters with industrial wastes, trash, refuse, or other substances or materials that have accumulated in the building over the better part of the last century. **SECTION 26-101** of Parker's Code is being violated because the building on this property is structurally unsafe, and unstable, because of decay, deterioration, damage, or by any other condition; it is unsuitable or improper for the use for which it is was intended; constitutes a hazard or menace to health or safety because of its present instability and the possibility of contamination of Parker Bayou upon its pending collapse.

### COMPLIANCE REQUIREMENTS:

- Remove the building or bring it up to code (NOTE: Permits will be required.)
- Maintain property in accordance with Parker's Code of Ordinances.
- Contact this office once the violation has been corrected, so that inspections may occur.

This is your opportunity to correct these existing violations by April 20, 2018 to avoid further enforcement action. Once a citation is issued, there will be a civil penalty of \$250.00, per day until the violation is corrected, along with possible court costs and other fees.

The Code of Ordinances for the City of Parker may be read at: <http://www.municode.com/library/fl/parker>.  
The Land Development Regulations (LDR) may be read at: <http://www.cityofparker.com>.

## NOTICE

If the foregoing violations are not corrected within the time prescribed herein, the property may be declared a nuisance or an imminent public-health threat. In either event, the violations of the Code may be remedied by the City accordingly. Any amounts incurred by the City for such performance shall be charged against the real property in the form of a lien and/or an assessment on the tax roll as a Non-ad Valorem assessment. Among other remedies, the property can either be foreclosed to satisfy the lien or be subject to the sale of a tax certificate or conveyed by tax deed if the tax certificate is not timely redeemed as required by Florida law. You are strongly encouraged to bring the property into compliance by the above date and time.

Please call if you have any questions.



Deena Brannon  
Code Enforcement Officer  
Phone: (850) 871-2825  
drbrannon@cityofparker.com



City of Parker  
1001 W PARK ST  
CODE ENFORCEMENT  
PARKER FL 32404-7129

US POSTAGE AND FEES PAID  
FIRST-CLASS  
Mar 21 2018  
Mailed from ZIP 32404  
1 oz First-Class Mail Letter



endicia.com

071500777793

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USPS CERTIFIED MAIL



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PHYLLIS JEAN PARKER ETAL  
ATTN Eddie Parker  
1025 E PARK ST  
PANAMA CITY FL 32404-7173



4818 E. 3rd Street

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FOLD ALONG THIS LINE

### **Sec. 26-1. - Definitions**

*Unfit or unsafe dwelling or structure* means any dwelling, structure or building, or portions thereof, including but not limited to any accessory building, which is structurally unsafe, unstable or unsanitary by reason of fire, age, decay, moisture intrusion, deterioration, structural defects, improper design, unstable foundation, termite infestation or by any other condition; is inadequately provided with exit facilities; constitutes a fire hazard; is unsuitable or improper for the use or occupancy for which it is used; constitutes a hazard or menace to health or safety because of inadequate maintenance, dilapidation, obsolescence or abandonment; is unfit for human habitation if so intended or used; is otherwise in violation of the housing, building, electrical, mechanical, plumbing, sanitation, health, safety and fire codes of the city, the county or the state; is so unsafe as to endanger life or property; or to render the use of public streets dangerous.

### **Sec. 26-19. - Abatement of unsafe or unfit dwellings or structures.**

- 1) Code inspectors shall have the authority to initiate enforcement proceedings including but not limited to abatement for all violations involving an unsafe or unfit dwelling or structure as provided below. Except as specifically provided in this section relating to the abatement of unsafe or unfit dwellings or structures, the remaining provisions of articles II and III of this chapter shall apply.
- 2) A code inspector is hereby authorized to order the vacation, demolition and removal of any unsafe or unfit dwelling or structure, or to order the repair and/or replacement of any part or parts of any structure in the city upon the recommendation of the authorized building official of the city or any other designated person and following a determination by the city council that any such part or parts of any structure, are unsafe or unfit.
- 3) Once the determination is made by the city council that a structure is unsafe or unfit, the code inspector shall issue a civil violation notice to the violator and all other interested parties in accordance with section 26-18 of this article. The notice may require the vacation, demolition or removal of the structure or may order the repair, restoration or replacement of any part of the structure; provided however, that no dwelling or structure shall be subject to repair, restoration or replacement where the cost of repairing, restoring or replacing any part or parts thereof would

### **Sec. 86-33. - Dumping waste in waters.**

It shall be unlawful for any person to deposit and leave in or upon any of the public waters of the city any waste, rubbish or garbage whatsoever, or to deposit such waste, rubbish or garbage on the banks or shores of any water within the city where the same shall be liable to be washed into such water.

### **Sec. 86-71. - Permit required.**

No person shall build, maintain, extend or make structural alterations on any building, pier, piling, bulkhead, sea wall, reef, breakwater, or other structure in, upon or over the waters where the tide ebbs and flows within the city, or do any filling, excavating or dredging in those waters without first obtaining a written permit to do so from the city.



**Sec. 86-72. - Application for permit; plans; fee.**

- 1) *Application for permit.* Application for any permit required by this article shall be made to the city clerk or the clerk's designee in writing on forms provided therefor. The permit shall constitute an agreement by the permittee to comply with all conditions imposed in the granting of the permit.
- 2) *Plans.* The application shall be accompanied by plans and specifications setting forth in detail the work to be done.
- 3) *Fee.* Each application shall be accompanied by a fee in an amount established by the city council. Fees shall not be returnable by the city to the applicant whether or not the permit is granted.

3)

26-101

- (3) Any unfit or unsafe structure erected or constructed on real property.

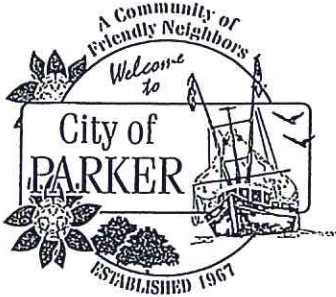
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(Ord. No. 71-50, § 1, 4-20-71)

**State Law reference—** Authority of city to construct seawalls, F.S. § 170.01(1)(f).





# CITY OF PARKER

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

FOR CITY USE ONLY

PERMIT NO.

DATE:

## SHORELINE CONSTRUCTION AND DREDGING PERMIT

City permits are required for construction of docks, piers, wharves, bulkheads, buildings, pilings, seawalls, reefs, breakwaters, marinas, boat slips, boathouses, concessions, loadings, and shipping facilities, pipes and fences and other structures in, upon or over the waters where the tide ebbs or flows within the City, extending into or in the navigable waters and upon sovereignty lands, whether the public waters are classified as salt or fresh water. Filling in, excavating and dredging must be done in accordance with City Ordinance No. 71-50, as may be amended from time to time. This permit shall not become effective until this application has been signed by the Permittee and approved by the City Council of the City of Parker. Circle above intended construction. Form must be typed or printed in ink.

### I. TO BE COMPLETED BY APPLICANT

- A. Name: EDDIE PARKER
- B. Mailing Address: 1025 E PARK ST PARKER FL 32404
- C. Intended Construction and Location:  
(Must have a physical address)  
4818 E. 3RD STREET
- D. Phone number: 850-867-6761 E-mail address: \_\_\_\_\_
- E. Proposed structure is: Commercial \_\_\_\_\_ Private ☒

NOTE: A private dock is one which will be used by the owner, his family and occasionally by family friends. A dock for any other use would fall into the commercial category.

### II. TO BE COMPLETED BY CONTRACTOR

- A. Name: SAME AS ABOVE
- B. Address: \_\_\_\_\_
- C. Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

**III. A PERMIT WILL BE GRANTED UPON THE FOLLOWING CONDITIONS:**

- A. The permit does not authorize construction of living quarters or dwelling type structures.
- B. No work undertaken will infringe on any other individual's rights, property, health, welfare, or cause a hazard to the general welfare of the public.
- C. If lot is less than 65 feet, dock should be centered on the property.
- D. This Permit shall in no way obstruct or impair the free movement of traffic of the general public along any beach in the area outside of and beyond high water line. All work to be done abuts or is on any upland property.
- E. The construction shall be in strict accordance with the attached plan(s). In the event a dock, etc. is modified or converted to commercial use after issuance of this Permit without a new City permit or written approval by the City Council, this permit shall automatically terminate and all structures shall be subject to removal by the City of Parker, Florida at the expense of the Permittee.
- F. The within Permit shall not be considered as a waiver of the rights of the City of Parker or the Permittee in the submerged lands affected by this Permit.
- G. This Permit does not relieve the Permittee from obtaining permits from the State of Florida, Department of Environmental Protection or from the Army Corps of Engineers, both of which need to be provided to the City prior to issuance of a City Permit, nor from the necessity of compliance with all applicable local laws, ordinances, zoning or other regulations.
- H. The work covered in this Permit shall be completed within one (1) year from date of this approved Permit.
- I. The undersigned Permittee agrees to save harmless the City of Parker, Florida from damages or claims arising from the issuance of this Permit or use thereof.
- J. I understand I am responsible to the City for the maintenance of said structures, identified in the Permit, and will maintain it at my expense.
- K. A plan of work to be accomplished or completed is indicated in detail as to specifications is attached to this Permit request.
- L. Permit is valid until revoked and will be shown to City officials upon their request, when making their periodic inspections.
- M. This Permit is not valid for live-aboard type construction.
- N. I agree to pay to the City of Parker a \$250.00, non-refundable review fee, prior to approval of the Permit by the City Council of the City of Parker, Florida. *\*Applicant requests waiver of Fee.*

THE FOREGOING HAS BEEN READ AND UNDERSTOOD AND IS HEREBY ACCEPTED THIS  
DAY 23 OF April, 2018.

*Eddie Park*

Signature of Permittee

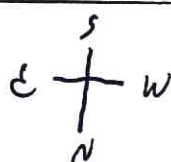
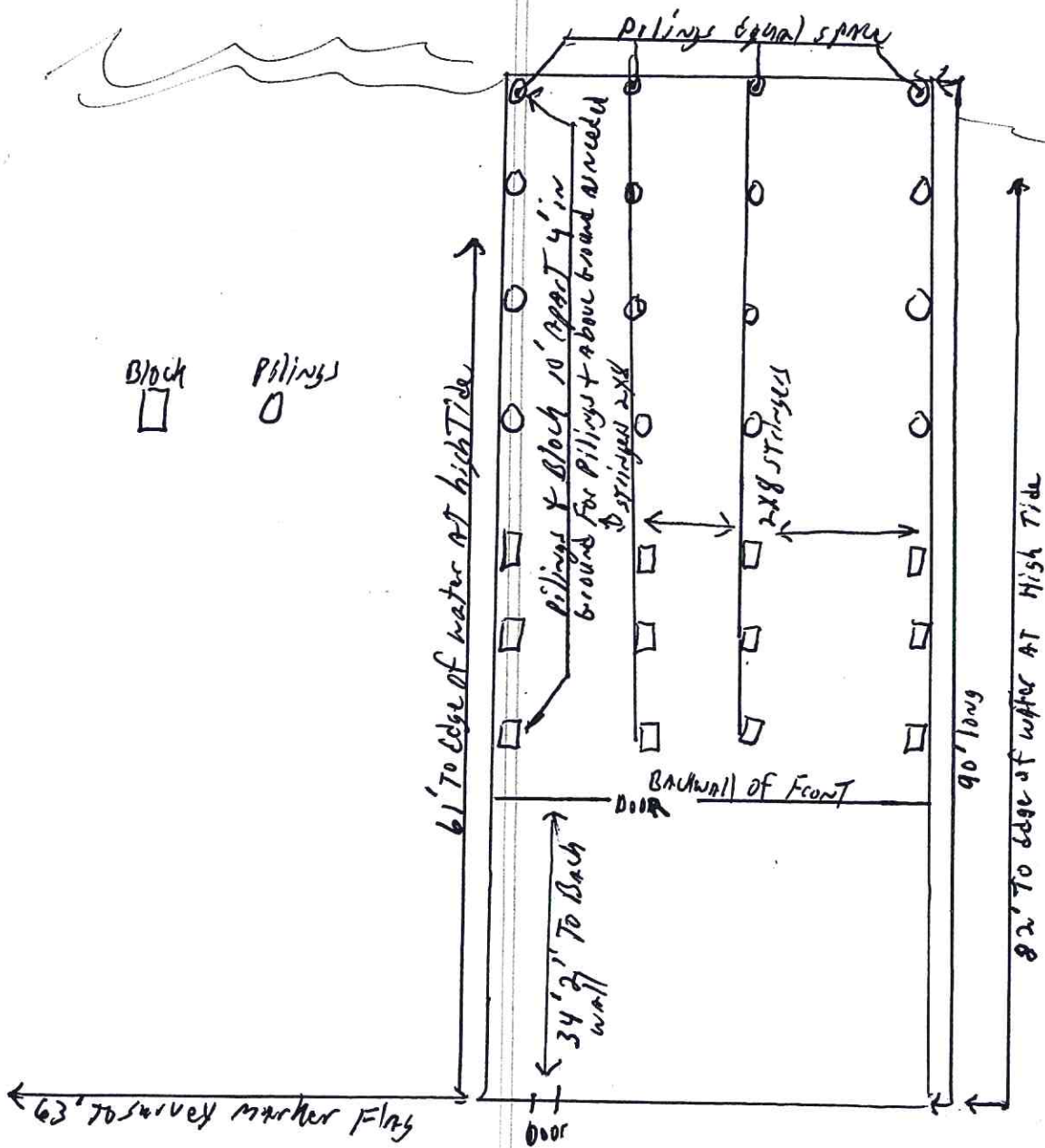
Date approved by City Council: \_\_\_\_\_

Date disapproved by City Council: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Signature of Mayor





Edge of Rd 15' To Building

3rd St.

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
TITLE AND LAND RECORDS SECTION  
BOARD OF TRUSTEES LAND DATABASE SYSTEM  
WORKSHEET SHORT FORM (FOR INTERNAL DEP USE ONLY)

WORKSHEET ID: 111044  
COUNTY: Bay  
FILE NUMBER: 4818 3RD ST E  
APPLICANT: WADE DANDRIDGE  
COMPANY: NWDO  
SITE: PARCEL 25908-000-000; PARKER PLAT W1/2 OF LT 61  
TYPE OF ACTIVITY: SUBMERGED LANDS DETERMINATION  
PROJECT LOCATION: 24 04S 14W  
AQUATIC PRESERVE: N/A  
WATER BODY: PARKER BAYOU

DETERMINATION STATEMENT: BASED ON RECORDS WITHIN THE TITLE AND LAND RECORDS SECTION THE  
STATE HOLDS TITLE TO THE SOVEREIGN LANDS BELOW THE MHWL OF PARKER  
BAYOU AT THE SUBJECT SITE.

TO WADE @ NWDO  
DW 4/17/18

PREPARER: WHITE\_DJ  
DATE APPROVED: 04/20/2018  
APPROVED BY: SELLERS\_E  
WORKSHEET STATUS: Approved





## CITY OF PARKER AGENDA ITEM SUMMARY

**1. DEPARTMENT MAKING REQUEST/NAME OF PRESENTER:**

Planning— Tim Whaler, 3TP Ventures

Duane Christie, Planning Commission Chairman

**2. MEETING DATE:**

May 1, 2018

**3. REQUESTED MOTION/ACTION:**

Receive report on schedule for Comprehensive Plan update

**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)**

The Planning Commission has begun its work with 3TP Ventures to identify and approve changes to the Comprehensive Plan. The Chairman and consultant wanted to ensure the Council knew the proposed schedule.



# Comprehensive Plan Update Project Schedule

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## April 10 – Planning Commission

Briefing on schedule, process and key policy decisions

## May 1 – City Council—5:30 pm

Briefing on schedule, process and key policy decisions

## May 8 – Planning Commission—5:00 pm

Workshop on key policy decisions

## May 22 – Planning Commission Special Meeting—5:00 pm

Briefing on work product status

Preview of public meeting agenda, content, feedback mechanisms and desired outcomes

## May 24 – Public Meeting—5:30 pm

Summary presentation of recommended policies and structured feedback

## June 8 – Draft Comprehensive Plan edits are published

Draft text amendments are included in City Council agenda packet for the June 19 meeting

Public comment period is commenced, including distribution to Planning Commission

## June 19 – City Council—5:30 pm

Briefing on status of project and opportunity for comment

## June 22 – Public Comment Period Ends

Comment summary is made available for review

## July 10 – Planning Commission—5:00 pm

Final Comprehensive Plan presented for recommendation of approval

## July 24 – Planning Commission—5:00 pm

Reserved pending need to conduct additional business on Comprehensive Plan

## July 27 – Proposed Updated Comprehensive Plan

Plan document that is proposed for adoption is published

Document included in agenda packet for the August 7 meeting

## August 7 – City Council—5:30 pm

Final Comprehensive Plan presented for transmittal to the State of Florida





## CITY OF PARKER AGENDA ITEM SUMMARY

**1. DEPARTMENT MAKING REQUEST/NAME OF PRESENTER:**

Human Resources

**2. MEETING DATE:**

May 1, 2018

**3. REQUESTED MOTION/ACTION:**

Determine whether to grant donation of sick leave

**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)**

An employee has requested donations of sick leave. At the time the employee left on leave without pay, all leave had been used. Please see the attached minutes of the Council where it was determined that the Council would make such decisions.

At the time of this meeting, the employee has 8 hours of annual leave and 9 hours of sick leave which have been earned while out on leave without pay. Various employees are willing to donate a total of 60 hours. The approximate number of hours the employee will be away from work is 360.

**MINUTES  
REGULAR MEETING  
PARKER CITY COUNCIL  
November 4, 2014  
5:30 p.m.**

Mayor Musgrave called the meeting to order at 5:30 p.m.  
Rev. Dr. Richard Connor gave the Invocation.  
Mayor Pro-Tem Miller led the Pledge of Allegiance.

**Present:** Council Members Chaple, Haney, Jones, Miller and Mayor Musgrave.  
**Also Present:** City Clerk Rowell, City Attorney Sloan, and Police Chief. Hutto

**APPROVAL OF MINUTES**—On motion of Council Member Chaple and second of Council Member Miller, the minutes of the Regular Meeting of October 21, 2014 were approved, 5 ayes, 0 nays..

Mayor Musgrave shared with the Council and the audience the activities of Government Day on October 24th, where the City partnered with Parker Elementary School to host 5<sup>th</sup> graders to learn about city government and serve as Honorary Mayor, Fire Chief and Police Chief for a a day.

**ITEMS FROM THE AUDIENCE**—None

**REGULAR AGENDA**

1. **Request for Dock Permit, 4333 E. Hwy 98**— Rhonda Mitchell addressed the Council regarding the request. Council Member Miller said that his question from the prior meeting had been answered and that the dock was being placed in the center of the property according to DEP guidelines. Council Member Miller made a motion to approve the dock permit and Council Member Haney seconded the motion. The motion passed, 5 ayes, 0 nays.
2. **Request for Placement of Temporary RV/Mobile Home, 4333 E. Hwy. 98**—Rhonda Mitchell addressed the Council regarding the request. It was noted that the 14-foot camper would be in the back yard and that if placement was granted, it would be for a period not to exceed one year. Council Member Jones made a motion, seconded by Council Member Miller, to allow placement of the camper in the back yard, during remodeling/construction of the home and the dock, for a period not to exceed one year. The motion passed, 5 ayes-0 nays.
3. **Sick Leave Donation Policy**—City Clerk Rowell described the current situation where employees leaving the City are not paid out for that leave, but are able to donate their sick leave to an employee with no Council or management intervention. The Council discussed that employees should have a legitimate need for sick leave donations. Fire Chief Kelly addressed the Council as to past history of how sick leave donations were handled in the City. Council Member Jones made a motion to amend the City Personnel Policy to have the Council make the decision on donations of sick leave by a current employee, only to an employee with a legitimate health need who does not have any remaining leave of any type of their own. Council Member Haney seconded the motion, and it passed, 5 ayes, 0 nays.





## CITY OF PARKER AGENDA ITEM SUMMARY

**1. DEPARTMENT MAKING REQUEST/NAME OF PRESENTER:**

Finance Department, Casey Dean

**2. MEETING DATE:**

5/1/2018

**3. REQUESTED MOTION/ACTION:**

No motion or action needed

**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)**

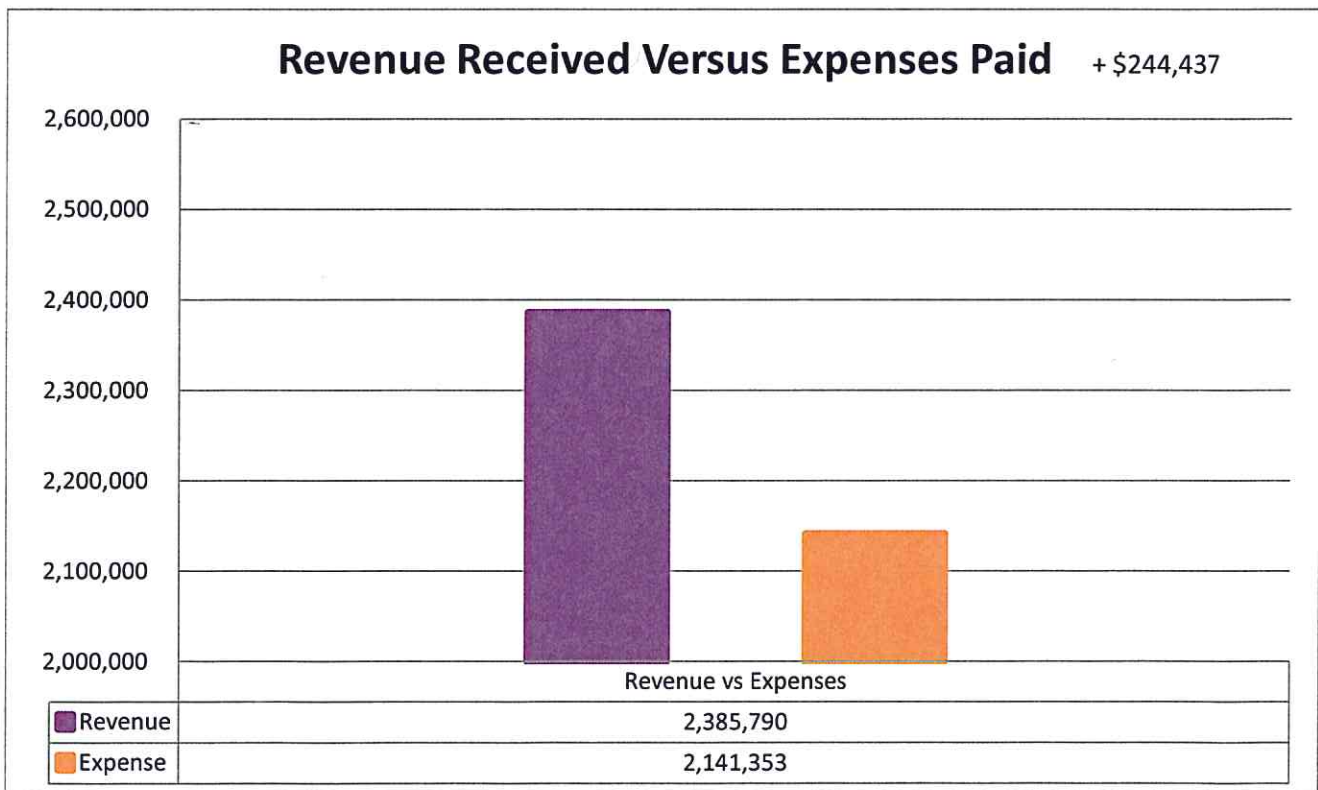
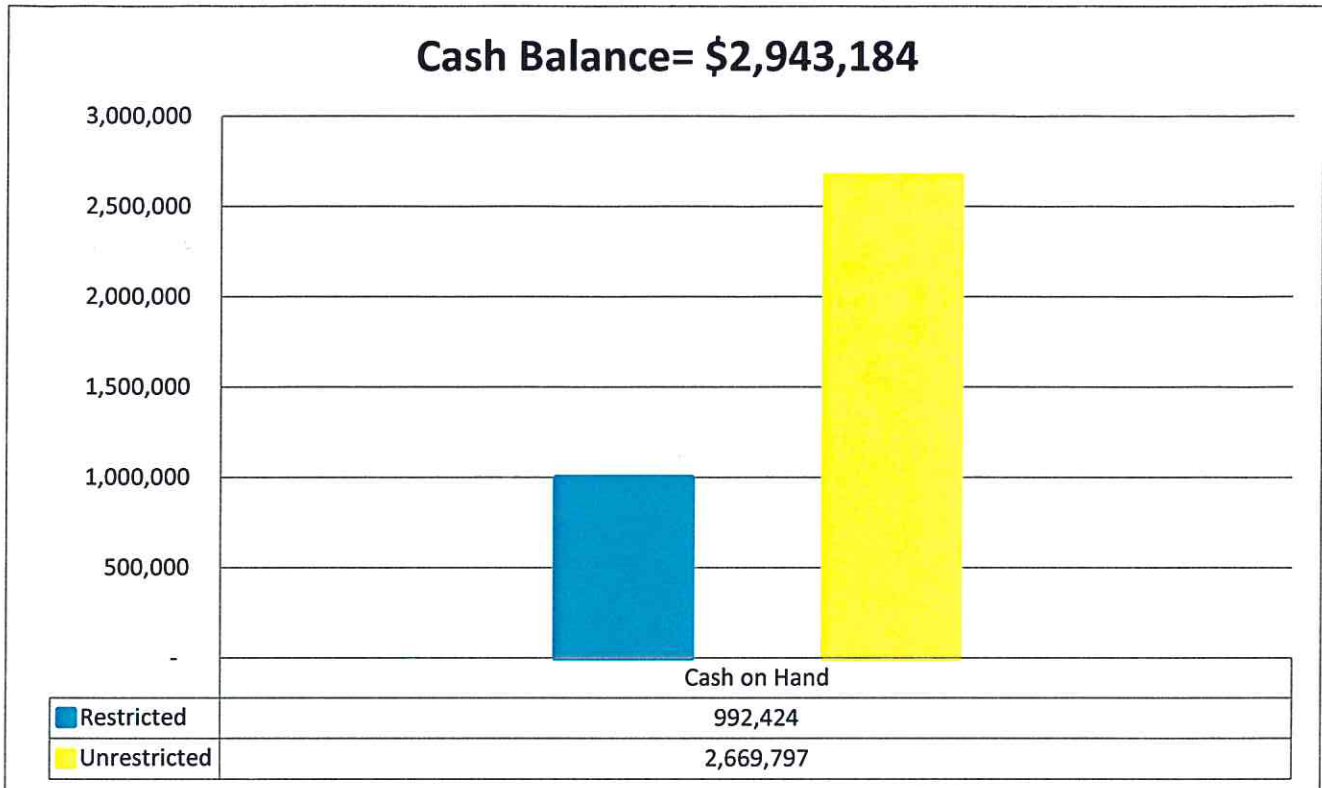
This is the financial status update for the first half of the 2017-2018 fiscal year. There are charts showing the cash balances, revenues versus expenses, and budget to actual for revenue and expenses. These charts are to inform you of how we are doing as of March 31 financially and to update you on the Infrastructure Sales Surtax collections and expenditures.

AGENDA ITEM #

4

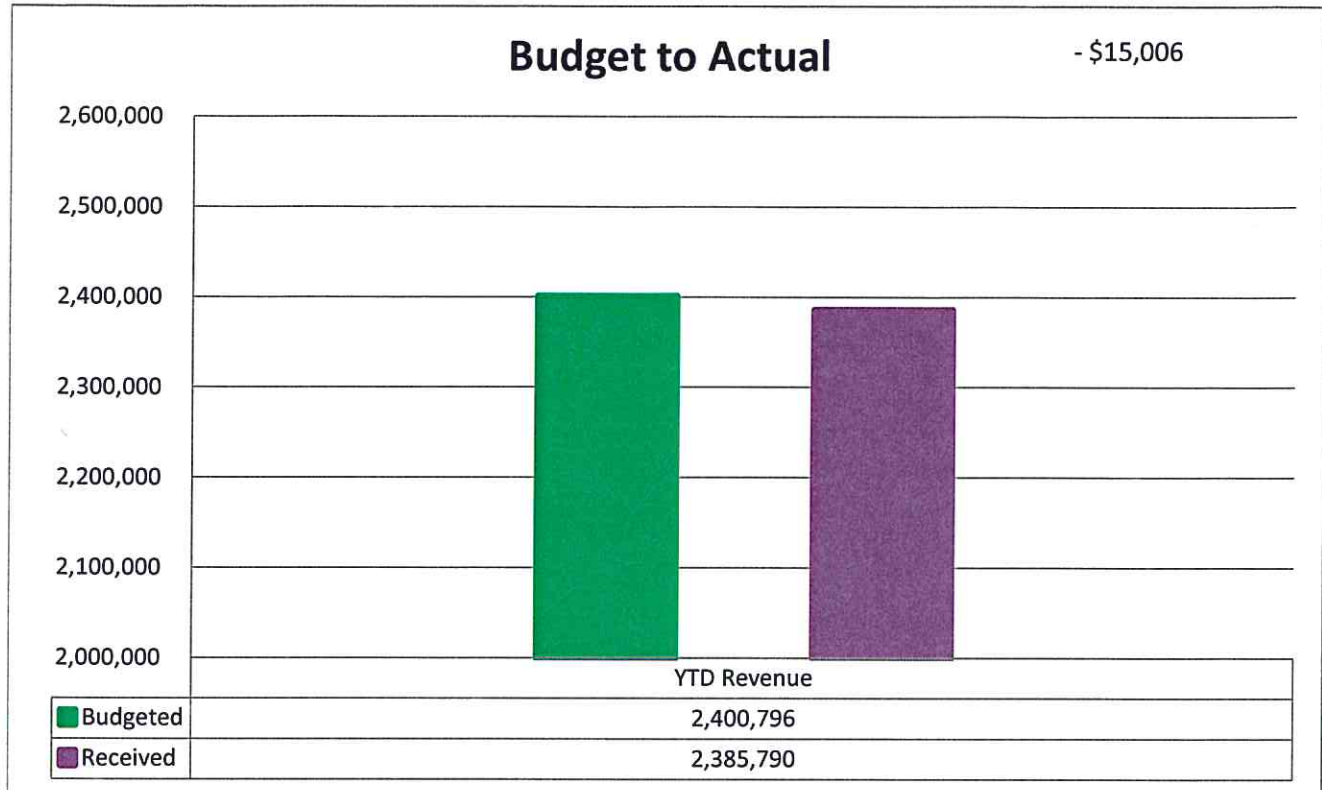
# City of Parker

## Financial Status as of March 31, 2018

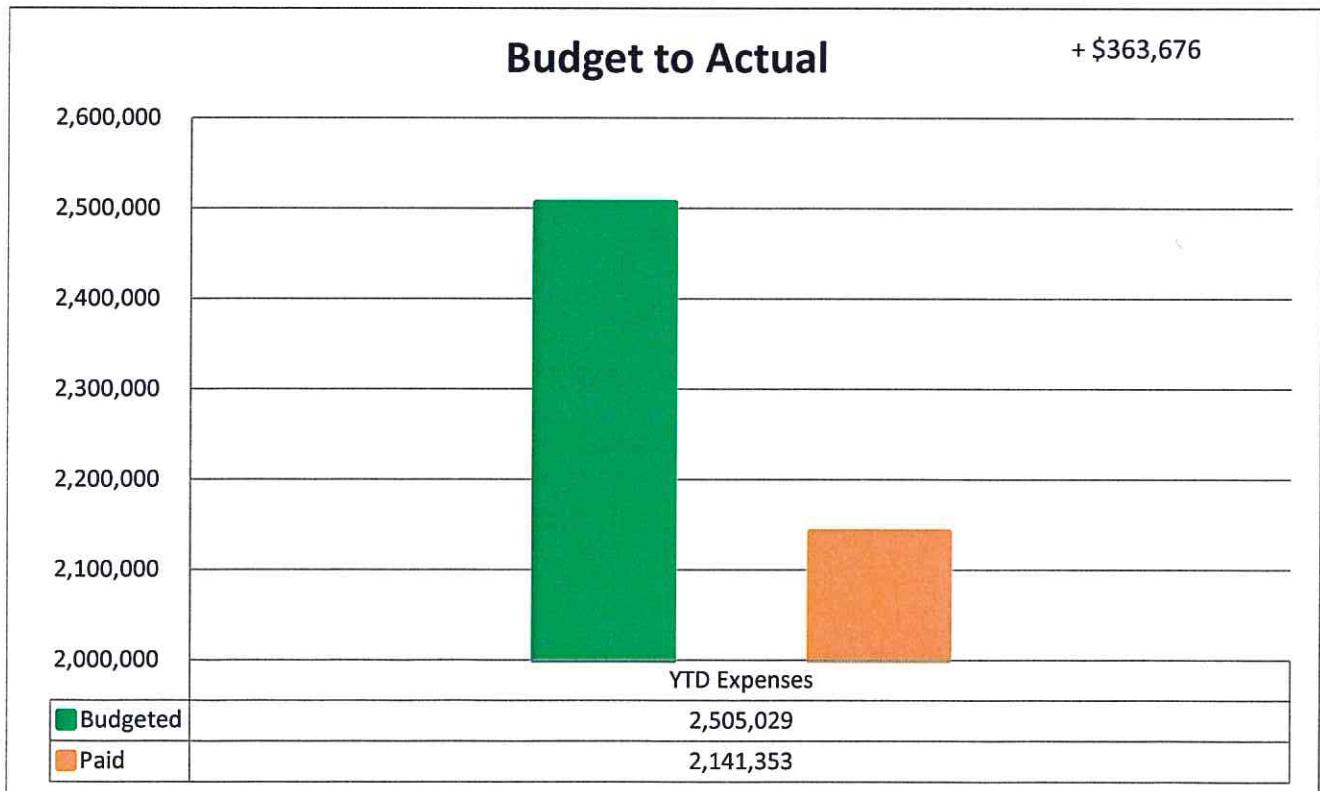




## Total Revenue



## Total Expense

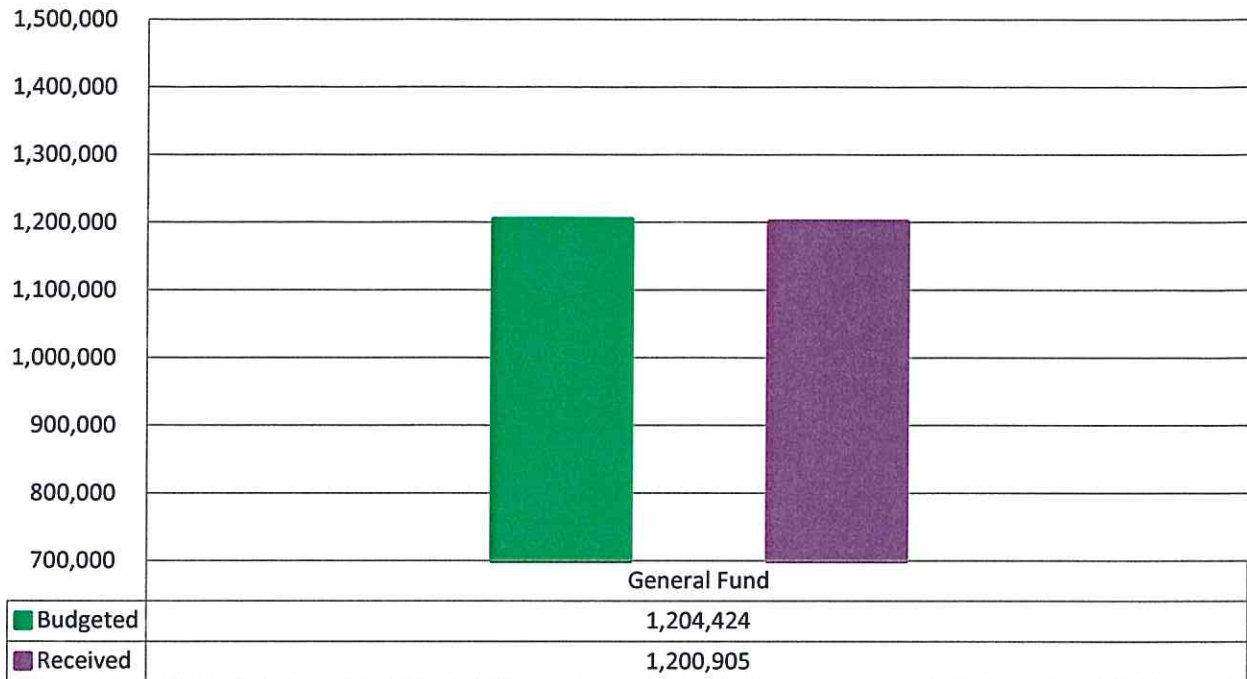


## General Fund

+ \$187,620

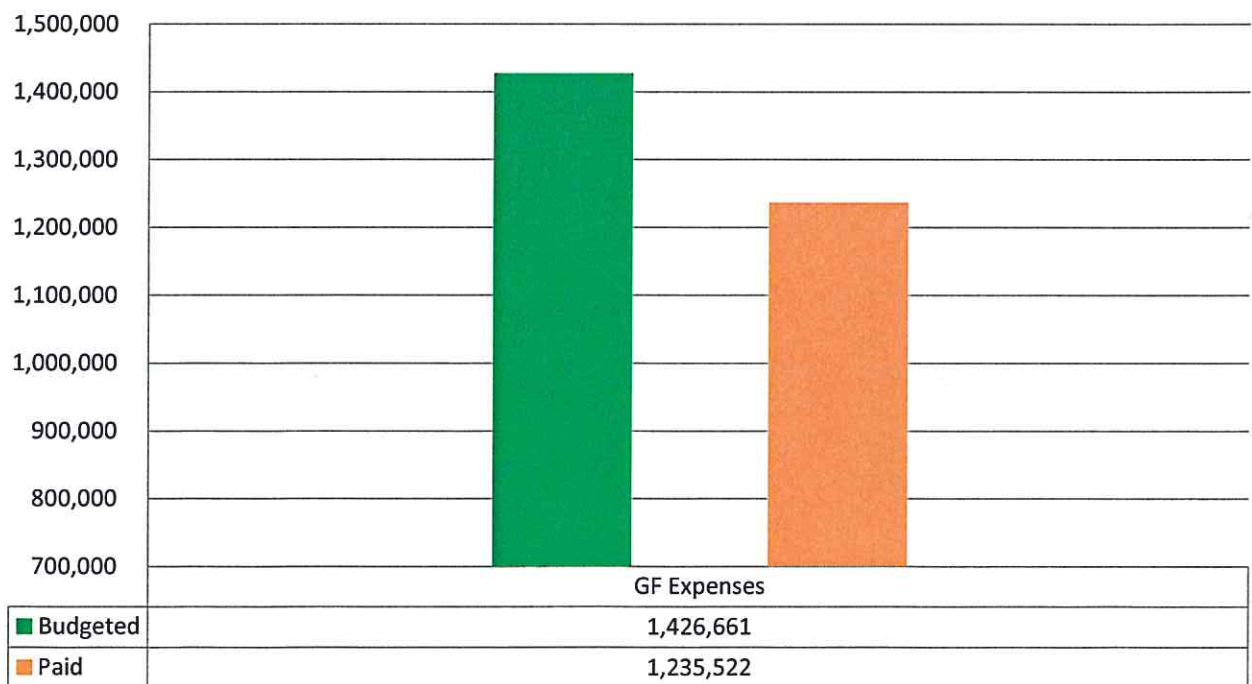
### Budget to Actual Revenues

- \$3,519



### Budget to Actual Expenses

+ \$191,139



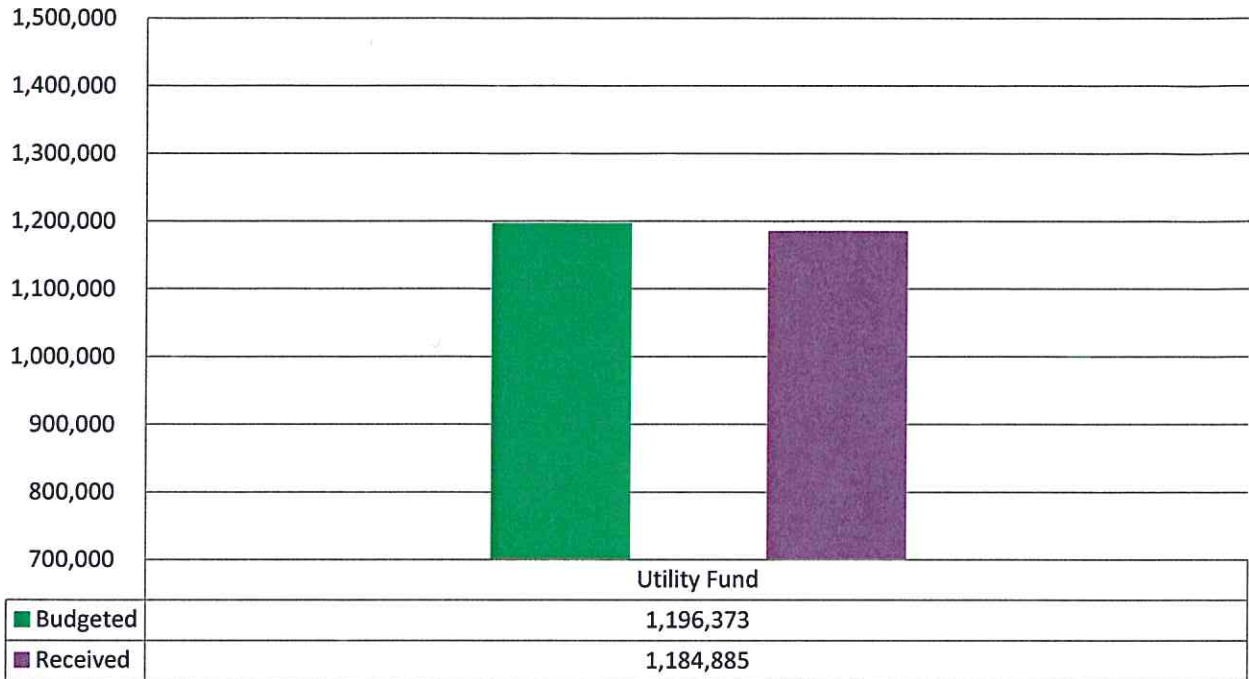


## Utility Fund

+ \$161,050

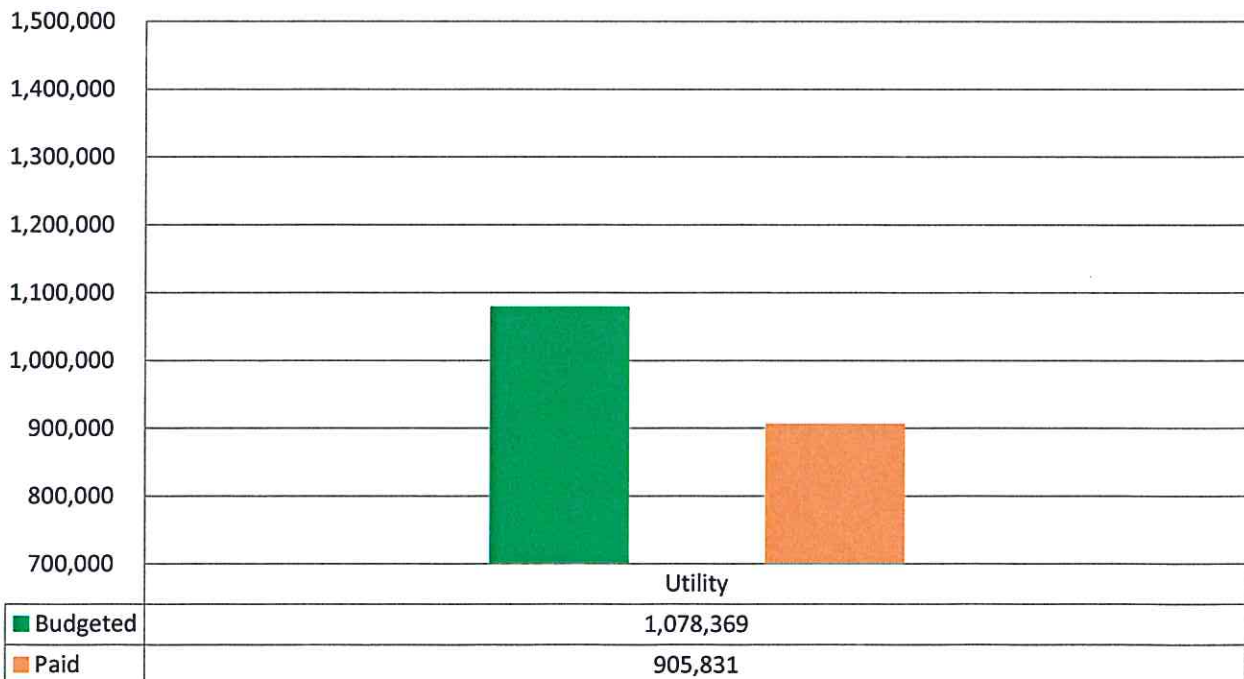
### Budget to Actual Revenues

- \$11,488

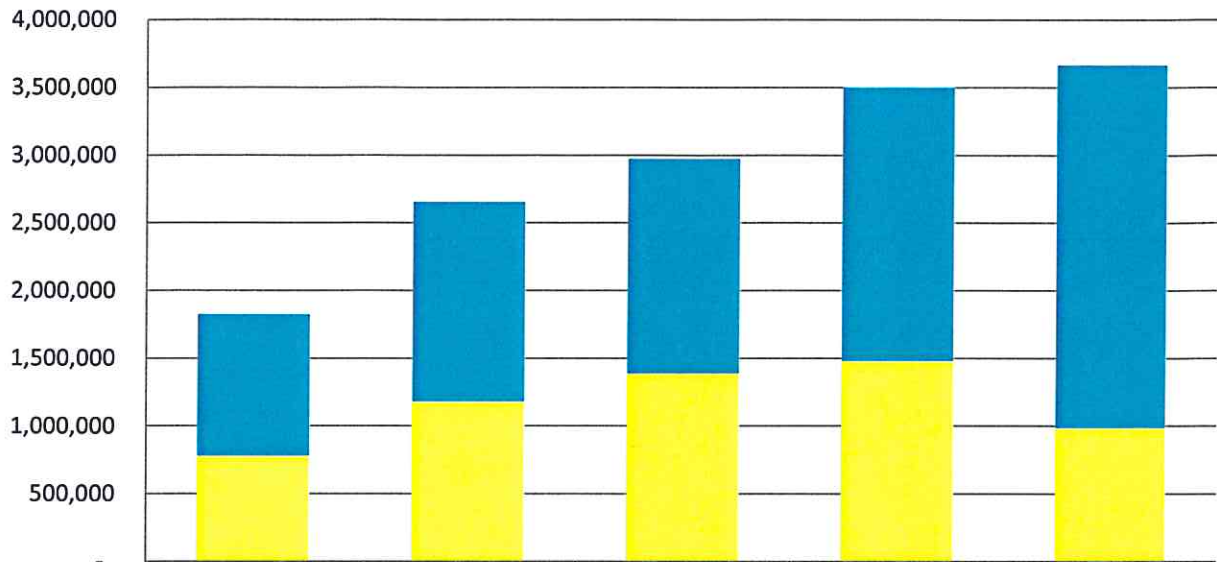


### Budget to Actual Expenses

+ \$172,538



## Historical Cash Balances



	2013	2014	2015	2016	2017
■ Unrestricted	1,036,908	1,465,562	1,577,959	2,010,765	2,669,797
■ Restricted	782,605	1,186,500	1,392,442	1,486,676	992,424

### Restricted Cash:

GENERAL FUND OPERATING RESERVES  
 GENERAL FUND CAPITAL RESERVES  
 PARK CONTRIBUTIONS  
 POLICE DISCRETIONARY FUND  
 CDBG  
 L. E. EDUCATION POOLED CASH  
 SCHOOL CROSSING GUARD POOLED CASH  
 UTILITY FUND CAPITAL RESERVES  
 UTILITY FUND OPERATING RESERVES  
 SRF LOAN CASH  
 CRA TRUST FUND  
 LE FORFEITURE OPERATING ACCOUNT  
 IMPACT FEES  
 BOND & INTEREST SINKING FUND  
 UTILITY RENEW & REPLACE CD  
 UTILITY CD  
 UTILITY CUSTOMER DEPOSIT

### Unrestricted Cash:

GENERAL FUND POOLED CASH  
 UTILITY POOLED CASH