



City of Panama City

AGENDA
CITY COMMISSION MEETING
JULY 25, 2023
8:00 a.m.

1. Opening Prayer with Pastor Doug White of St. Andrew Baptist Church and the Pledge Allegiance to the Flag.
2. Roll Call.
3. Appointment of Mayor Pro Tempore.
4. Approval of Minutes for the July 11, 2023 Commission Meeting.

Documents:

[07.11.2023 MINUTES COMMISSION MEETING.PDF](#)

5. Additions, Deletions and Modifications.
6. Mayor's Report
 - 6.a. Deputy Chief Paul Powell, Police Department, 25-year service recognition plaque.
 - 6.b. Consideration of Appointment to the Panama City Housing Authority.

Documents:

[CONSIDERATION OF APPOINTMENT TO THE PANAMA CITY HOUSING AUTHORITY.PDF](#)
[GERALD LOWTHER PANAMA CITY PORT AUTHORITY.PDF](#)

- 6.c. Notice of Term Expirations on the Infrastructure Surtax Citizens Committee.

Documents:

[NOTICE OF TERM EXPIRATIONS ON THE INFRASTRUCTURE SURTAX CITIZENS COMMITTEE.PDF](#)

- 6.d. Notice of Term Expirations on the Panama City Planning Board.

Documents:

[NOTICE OF TERM EXPIRATIONS ON THE PANAMA CITY PLANNING BOARD.PDF](#)

- 6.e. Notice of Vacancy on the Downtown Improvement Board

Documents:

[NOTICE OF VACANCY ON THE DOWNTOWN IMPROVEMENT BOARD.PDF](#)

- 6.f. Notice of Vacancy for the Board of Trustees for the Retirement Plan and Trust for the General Employees of the City of Panama City.

Documents:

[GENERAL EMPLOYEE RETIREMENT FUND BOARD VACANCY..PDF](#)

- 6.g. Community Announcements.

Documents:

[CITY OF PANAMA CITY COMMISSION SLIDE SHOW ANNOUNCEMENTS 072523.PDF](#)

7. Audience Participation

8. City Attorney

- 8.a. Approval of Infill Affordable Housing Projects.

Documents:

[SENT LETTER TO COMMISSION RE 2023 INFILL PROGRAM APPLICANTS AND 3 SETS OF DOCUMENTS - 07.20.2023.PDF](#)

9. Unfinished Business

- 9.a. Final reading of Ordinance 3150 requesting an abandonment of an easement located northeast of the Williams Avenue and E 6th Court intersection and northwest of the Satsuma Avenue and E 6th Court intersection.

Documents:

[AGENDA REQUEST 3150.PDF](#)

- 9.b. Final reading of Ordinance 3160 requesting abandonment of a portion of an alleyway located southwest of the Elm Avenue and E 10th Street intersection and southeast of the Maple Avenue and E 10th Court intersection.

Documents:

[AGENDA REQUEST 3160.PDF](#)

- 9.c. Final reading of Ordinance 3164.1 amending the Future Land Use Map of the City to reflect a land use designation of Residential for a property located at 515 E 5th Court.

Documents:

[AGENDA REQUEST 3164.1.PDF](#)

- 9.d. Final reading of Ordinance 3164.2 amending the Zoning Map of the City to reflect a

zoning designation of Residential-1, R-1, for a property located at 515 E 5th Court.

Documents:

[AGENDA REQUEST 3164.2.PDF](#)

10. Consent Agenda

- 10.a. Downtown Panama City Farmer's Market 2024; 8 a.m. -1 p.m. every Saturday in 2024 at McKenzie Park, Park Ave & Gateway to McKenzie. This event is organized by the Downtown Improvement Board and Anchored Market Ventures LLC

Documents:

[PC FARMERS MARKET 2024 SITE MAP.PDF](#)
[PC FARMERS MARKET 2024 APPLICATION.PDF](#)
[PC FARMERS MARKET 2024 COI EXP 0524.PDF](#)

- 10.b. Consideration of approval of Community Development Grant Recovery Policies and Procedures.

Documents:

[AGENDA ITEM REQUEST FORM FOR CDBG-DR POLICIES AND PROCEDURES.PDF](#)
[CDBG-DR PANAMA CITY POLICIES AND PROCEDURES DRAFT.PDF](#)

- 10.c. Consideration of approval for award of Bid PC-23-020 for St. Andrews Parking Lots Project to Mainline Construction in the amount of \$927,051.13.

Documents:

[AGENDA ITEM - ST ANDREWS PARKING LOTS X3_17JUL2023.PDF](#)
[BACKUP - ST ANDREWS PARKING LOTS BID SUMMARY_28JUN2023.PDF](#)
[BACKUP - MAINLINE CONSTRUCTION_ST ANDREWS PARKING LOTS X3_28JUN2023.PDF](#)
[BACKUP - ST ANDREWS PARKING LOTS MAP_JULY 2023.PDF](#)

- 10.d. Consideration of approval of Task Order Amendment #1 in the amount of \$18,600.00 for the design of the shade pavilion with Panhandle Engineering, Inc for the design of the Snug Harbor Boat Launch Facility.

Documents:

[AGENDA ITEM REQUEST FORM _ SNUG HARBOR BOAT LAUNCH FACILITY TASK ORDER 1.PDF](#)
[13055- TASK ORDER AMEND 1- 12-2022.PDF](#)

- 10.e. Consideration of approval of Task Order Amendment #2 in the amount of \$31,840.00 for additional CEI services with Panhandle Engineering, Inc for the design of the Snug Harbor Boat Launch Facility.

Documents:

[AGENDA ITEM REQUEST FORM _ SNUG HARBOR BOAT LAUNCH FACILITY TASK ORDER 2..PDF](#)

13055 TASK ORDER AMENDMENT 2.PDF

- 10.f. Consideration of approval to enter into Contract negotiations with DAG Architect for the Emergency Operations Center Safe Room Project.

Documents:

AGENDA ITEM REQUEST DAG ARCHITECT EOC SAFE ROOM.PDF
RESOLUTION 20230425.1 BA EMERGENCY OPERATION CENTER SAFE ROOM PHASE 1.PDF
RESOLUTION 20220208.1 BUDGET AMENDMENT MULTIPLE GRANTS FE.PDF
EOC SAFE ROOM MEMO.PDF

11. City Manager

- 11.a. Consideration to set the proposed Millage Rate for Fiscal Year 2024 for the City of Panama City and the Downtown Improvement Board.

Documents:

AGENDA ITEM REQUEST PROPOSED MILLAGE 7-18.PDF

- 11.b. Consideration for the approval of setting the date, time, and meeting place of the tentative Budget Hearing for the City of Panama City and Downtown Improvement Board.

Documents:

AGENDA ITEM REQUEST PROPOSED BUDGET HEARING 7-18.PDF

- 11.c. Consideration to approve the use of Hurricane Ian Deployment Reimbursement funds to purchase capital items consisting of a Ford F-250 and Extrication Equipment in the amount of \$73,340.00 along with corresponding Budget Amendment Resolution No. 20230725.1

Documents:

AGENDA ITEM REQUEST - BUDGET AMENDMENT - HURRICANE IAN FUNDS.PDF
FY 2023 BA RESOLUTION 20230725.1.PDF

- 11.d. Consideration to approve entering into a contract with Mott MacDonald for the Millville Wastewater Treatment Plant Relocation Study (Bid PC23-014) pursuant to "Grant Work Plan" of the State of Florida Department of Environmental Protection Standard Grant Agreement Number LPA-0203 in the amount of \$1,325,000.00 and approval of Budget Amendment Resolution No. 20230725.2.

Documents:

AGENDA ITEM - MILLVILLE WWTP RELOCATION STUDY 071823.PDF
BACKUP - MILLVILLE STUDY FY 2023 BA RESOLUTION 23-76.PDF
BACKUP - MILLVILLE STUDY 2023 AGREEMENT BETWEEN CITY AND MOTT MACDONALD.PDF

- 11.e. Consideration of approval for award of Bid PC23-010 Carl Gray Park Phase 2 Improvements to Inland Construction and Engineering in the amount of \$2,279,246.00

and Budget Amendment Resolution No. 20230725.3.

Documents:

[AGENDA ITEM REQUEST INLAND CONSTRUCTION.PDF](#)
[FY 2023 BA RESOLUTION 20230725.3.PDF](#)
[PANHANDLE ENGINEERING CARL GRAY PARK IMP..PDF](#)

- 11.f. Consideration for approval of CPH for the Architectural and Engineering Services in the amount of \$7,960.00 for additional services for the Joe Moody Harris Park project and Budget Amendment Resolution No. 20230725.4.

Documents:

[AGENDA ITEM REQUEST FORM_ EXTRA WORK AUTHORIZATION.PDF](#)
[FY 2023 BA RESOLUTION 20230725.4.PDF](#)
[EWA 1 P15907.1-REVISED.PDF](#)

- 11.g. Consideration to approve Budget Resolution No. 20230725.5, and RFQ No. PC23-031 HRP Project HEART (Streetscapes Phase II) Contract for Metric Engineering in the lump sum amount not to exceed \$472,739.00.

Documents:

[AGENDA ITEM REQUEST PACKET METRIC CONTRACT APPROVAL-
ADA20230721.PDF](#)

- 11.h. Consideration of approval for award of Bid PC23-046 SRF Area F-2 Improvements to Gulf Coast Utility Construction in the amount of \$7,967,780.71 and approving up to \$8,366,169.75 to include 5% contingency and approval of Budget Amendment Resolution No. 20230725.7.

Documents:

[AGENDA ITEM - REQUEST AREA F2 CONSTRUCTION GCUC.PDF](#)
[BACKUP - FY 2023 BA RESOLUTION AREA F2 SEWER 23-83.PDF](#)
[BACKUP - AREA F SRF TOTALS.PDF](#)
[BACKUP - F-2 RECOMENDATION FOR AWARD GCUC.PDF](#)
[BACKUP - AREA F2 BID TAB CERTIFIED.PDF](#)
[BACKUP - F-2 MAP.PDF](#)

- 11.i. Consideration to approve Task Order for Area F2 Construction Engineering Inspection Services with Dewberry Engineering, Inc. in the amount of \$323,680.00.

Documents:

[AGENDA ITEM - DEWBERRY AREA F2 CEI SERVICES .PDF](#)
[BACKUP - SRF AREA F2 CEI SERVICES DEWBERRY.PDF](#)
[BACKUP - EXHIBIT A - SRF AREA F2 CEI SERVICES DEWBERRY.PDF](#)

- 11.j. Consideration to approve the Main Agreement for RFQ 23-021 Professional Services for the Beach Drive Multi-Use Sidewalk Project and the first Task Order – Phase 1 with Panhandle Engineering for \$209,752 to begin design services for the Panama City Sidewalk Improvements Project and resolution 20230725.8 - Acceptance from FDOT of a portion of SR 30.

Documents:

AGENDA ITEM - BEACH DRIVE MULTI USE SIDEWALK ENGINEERING CONTRACT PANHANDLE.PDF
BACKUP - RESOLUTION 20230725.8 - LOCAL ROAD TRANSFER RESOLUTION (1).PDF
BACKUP - DECISION MEMO RECOMMENDATION OF FIRM MULTI-USE 071923.PDF
BACKUP - 13123 TASK ORDER - PHASE 1 7-2023.PDF
BACKUP - FINAL E-505 2020 PART 1 MAIN AGREEMENT - BEACH DR - CITY - PANHANDLE ENG TASK ORDER EDITION.PDF
BACKUP - FINAL E-505 2020 PART 2 EXHIBITS TO MAIN AGREEMENT - PANHANDLE BEACH DR MULTI USE PATH.PDF
BACKUP - EXECUTED AGREEMENT AND NTP BEACH DRIVE FDOT 03212023.PDF
BACKUP - MCQUEEN TO GAINER_RE BUSINESS 98_PANAMA CITY_12MAY2023.PDF
BACKUP - LETTER FROM HISTORIC SA WATERFRONT PARTNERSHIP.PDF
BACKUP - EMAIL FROM TIM SMITH (FDOT) DATED JULY 19, 2023 OUTLINING THE PROPOSED RE-ROUTING OF US 98B.PDF
BACKUP - LETTER TO COMMISSION RE ROAD TRANSFER 7-20-23.PDF

- 11.k. Consideration of approval to award BID #PC 23-043, Sidewalks & Curbs Replacement Project, for construction to Break N Ground LLC in the amount of \$209,875.20 and Budget Resolution No. 20230725.9.

Documents:

AGENDA ITEM REQUEST FORM _ SIDEWALKS AND CURBS REPLACEMENT PROJECT.PDF
FY 2023 BA RESOLUTION 20230725.9.PDF
13126_PC23-043_FEMA SIDEWALKS CURB_LETTER OF RECOMMENDATION CONTRACT DOCS_07-10-23..PDF
PRJ_REPORT_93672_20221021..PDF

- 11.l. Consideration for ratification of emergency repairs to wastewater Pump Station 41 located at 530 E. 6th Street by Marshall Brothers Construction & Engineering in the amount of \$212,800.00.

Documents:

AGENDA ITEM REQUEST PUMP STATION 41.PDF
BACKUP - PS41 EMERGENCY REPAIRS MBI.PDF

- 11.m. Parkbrook Subdivision; First Amendment to Wholesale Water Contract, (ii) Developer Agreement with Garden Street Communities Southeast and (iii) First Amendment to Traditions Interlocal Agreement.

Documents:

LETTER TO COMMISSION RE PARKBROOK DEVELOPER AGMT ITH EXHIBITS 7.20.23.PDF

12. Adjournment.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this proceeding should contact the City's Human Resources Department by 5 pm on the Friday prior to the proceeding at telephone (850) 872-3014 for assistance; if hearing impaired, telephone (850) 872-3028 (TDD) for assistance. If a person decides to appeal any decision by the City Commission with respect to any matter considered at this meeting, he or she will need a record of the proceeding and for such purpose, he or she may need to ensure that a verbatim record of the proceeding is made, which record needs to include the testimony and evidence upon which the appeal is to be based. (286.015) The Agenda and supporting documentation is available on the City's website on Monday afternoon preceding the regularly scheduled Tuesday City Commission meeting.