



City of Panama City

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

1. Opening Prayer with Senior Pastor Dr. Jeremy Pridgeon of First United Methodist Church.
2. Pledge of Allegiance to the Flag.
3. Roll Call and Approval of Minutes.
 - 3.a. July 25, 2023 Commission Meeting.

Documents:

[07.25.2023 MINUTES COMMISSION MEETING.JSREV.PDF](#)

- 3.b. July 31, 2023 Special Call Commission Meeting.

Documents:

[07.31.2023 MINUTES COMMISSION SPECIAL CALL MEETING.PDF](#)

4. Additions, Deletions and Modifications.
5. Mayor's Report
 - 5.a. 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](#)
[08.03.03 NICOLE BRUSHER GENERAL EMPLOYEES PENSION FUND BOARD.PDF](#)

- 5.b. Notice of Vacancy on the Downtown Improvement Board.

Documents:

[NOTICE OF VACANCY ON THE DOWNTOWN IMPROVEMENT BOARD..PDF](#)
[BOARD APPLICATION DIB.PDF](#)
[08.01.2023 DIB BOARD APPLICATION CATHERINE MCCLOY.PDF](#)
[08.01.2023 DIB BOARD RESUME CATHERINE MCCLOY.PDF](#)

- 5.c. Community Announcements.

Documents:

[CITY OF PANAMA CITY COMMISSION SLIDE SHOW ANNOUNCEMENTS 080823.PDF](#)

6. Audience Participation

7. City Attorney

- 7.a. Public Hearing to consider imposing and providing for collection of Annual Non-Ad Valorem Special Assessments for the purpose of funding a portion of the Continual Readiness and availability of Essential Services and Capital Facilities and Equipment associated with Fire Protection within Panama City- Resolution No. 20230808.6.

Documents:

[AGENDA ITEM REQUEST FORM - CONSIDERATION OF APPROVAL OF RESOLUTION 20230808.6 SETTING THE FIRE SERVICE ASSESSMENT.PDF](#)
[FY2023 - 2024 BA 20230808.6.PDF](#)

- 7.b. Consideration to approve Lease of Grand Piano to Bay County School Board.

Documents:

[SENT LTR TO COMMISSION RE PIANO LEASE 8-2-23 \(1\).PDF](#)

- 7.c. Request to Approve Amended and Restate Lease for St. Andrews School, Assignment of State Grant, and Assignment of Governor Stone Sub-Lease.

Documents:

[SENT LTR TO COMMISSION RE ASSIGNMENT OF LEASE 8-3-23.PDF](#)

- 7.d. Letter of Interest from Dugout Sports Training LLC re Chapman Park.

Documents:

[LETTER OF INTEREST CHAPMAN PARK.PDF](#)

8. City Clerk

- 8.a. Consideration to authorize the issuance of not to exceed \$150 million in principle amount of short-term debt, approving a loan and escrow account agreement with Truist Bank and authorizing the Mayor to execute all necessary documents to effectuate the debt issuance.

Documents:

[AGENDA ITEM REQUEST TO AUTHORIZE SHORT TERM DEBT ISSUANCE OF NOT TO EXCEED 150 MILLION WITH TRUIST BANK.PDF](#)
[GRANT AWARDS AT JUNE 2023.PDF](#)
[PROJECTS CASHFLOW AUGUST PRESENTATION.PDF](#)
[RESOLUTION 20230808.9 AUTHORIZING DEBT ISSUANCE.PDF](#)
[FINAL CITY OF PANAMA CITY FL - CAPITAL IMPROVEMENT REVENUE NOTE SERIES 2023 \(RECOMMENDATION LETTER\) FINAL 8-4-23.PDF](#)

9. Consent Agenda

- 9.a. Witches of St. Andrews Charity Ride, October 28, 2023, from 10:30 a.m.- 12:30 p.m. on Beck Ave from 11th to 15th. This event is organized by the Patricia Rea.

Documents:

[WITCHES OF STA RIDE 2023 APPLICATION.PDF](#)
[WITCHES OF STA RIDE 2023 APPLICATION ATTACHMENTS.PDF](#)

- 9.b. Strides for Scholars Ugly Sweater 5K, December 9, 2023, from 8 a.m.- 11:30 a.m. on the Picturesque St. Andrews Pre-Approved Route. This event is organized by the Bay Education Foundation.

Documents:

[STRIDES FOR SCHOLARS UGLY SWEATER 5K APPROVED APPLICATION.PDF](#)
[STRIDES FOR SCHOLARS 5K 2023 ROUTE MAP.PDF](#)
[STRIDES FOR SCHOLARS 5K 2023 501C3.PDF](#)

- 9.c. Annual Millville Community Block Party, June 29, 2024, from 4 p.m.- 11 p.m. on 9th Street & Satsuma Ave. This event is organized by the Dr. J. Dia Green-Jones.

Documents:

[2024 ANNUAL MILLVILLE BLOCK PARTY APPROVED APPLICATION.PDF](#)
[2024 ANNUAL MILLVILLE BLOCK PARTY SITE MAP.PDF](#)

- 9.d. Consideration of Approval of Environmental Science Associates (ESA) for bid PC23-034 Professional Services Contract for Panama City - Continuing.

Documents:

[AGENDA ITEM AND BACKUP - ESA PROFESSIONAL SVCS..PDF](#)

- 9.e. Consideration of approval of Change Order No. 3 from Panhandle Engineering in the amount of \$25,000.00 for Engineer of Record services and limited CEI services during construction of Carl Gray Park.

Documents:

[080823- AGENDA ITEM REQUEST PANHANDLE CO NO. 3.PDF](#)
[CHANGE ORDER NO. 3 MEMO.PDF](#)
[TASK ORDER AMENDMENT 3 REV 2 SIGNED.PDF](#)

- 9.f. Consideration for ratification of additional repairs in exigent circumstances to wastewater Pump Station 41 located at 530 E. 6th Street by Marshall Brothers Construction & Engineering ("Marshall Brothers") in the amount of \$139,573.46.

Documents:

[AGENDA ITEM REQUEST FORM FOR ADDITIONAL REPAIRS TO PUMP STATION 41.PDF](#)
[DECISION MEMO AND INVOICE FOR PUMP STATION 41 FORCE MAIN](#)

REPAIR - PART 2.PDF
DECISION MEMO AND PAID INVOICE FOR ORIGINAL PUMP STATION 41
FORCE MAIN REPAIR..PDF

- 9.g. Consideration of \$200,916.00 fee for Halff Associates to complete the design and permitting for West Beach Drive and Mulberry Avenue road improvements between 6th Street to just West of 4th Street adjacent to Destination Panama City, to include Mulberry Avenue from 6th Street to West Beach Drive.

Documents:

AGENDA REQUEST - HALFF ASSOCIATES WEST BEACH DRIVE
IMPROVMENTS_FINAL VERSION_7-31-23-ADA20230802.PDF
SIGNED HALFF ASSOCIATES INC. CONTINUING SERVICES CONTRACT-
ADA20230802.PDF
TASK ORDER 1 - W BEACH DRIVE AND MULBERRY DRIVE ROAD
IMPROVEMENT PROJECTS-ADA20230802.PDF

- 9.h. Consideration of approval for a Task Order from Dewberry Engineers Inc. for the Hospital Emergency Backup Water System Project Phase 1A in the amount of \$12,500.00.

Documents:

080223_ AGENDA ITEM REQUEST FORM _HOSPITAL BACKUP WATER
SYSTEM (NEW).PDF
RESOLUTION 20220222.4 BA ACCOUNTING OF MULTIPLE GRANTS.PDF
50139287_HOSPITAL EMERGENCY BACKUP TO.PDF

10. City Manager

- 10.a. Presentation for Flood Mitigation Assistance Grant Program.

Documents:

AGENDA ITEM REQUEST FORM FOR 2023 FMA GRANT.PDF
FMA 2023 PRESENTATION 08.01.23.PDF

- 10.b. Consideration to approve COVID Hazard Mitigation Grant Program Subrecipient Agreement (H1029) for Fire Station No. 5 Code Plus – Phase I and Budget Amendment Resolution No. 20230808.1.

Documents:

AGENDA ITEM REQUEST FORM FOR SUBAGREEMENT FOR FIRE
STATION NO. 5 FACILITY PHASE I.PDF
FY 2023 BA RESOLUTION 20230808.1.PDF
4486-126-R-FOR SUBRECIPIENT SIGNATURE.PDF
4486-126-R FEMA AWARD NOTIFICATION EMAIL.PDF

- 10.c. Consideration to approve Budget Amendment Resolution No. 20230808.2 to transfer Vehicle Accident Insurance proceeds in the amount of \$9,273.07 to repair damage to Fire Station 2.

Documents:

AGENDA ITEM REQUEST - BUDGET AMENDMENT - INS FUNDS.PDF

FY 2023 BA RESOLUTION 23-85.PDF

- 10.d. Consideration to approve Budget Amendment Resolution No. 20230808.3 to complete a budget transfer to the Panama City Police Department's General Grants Fund in the amount of \$487.39. The transfer will fund a price increase for the Community Outreach Recruitment & Engagement trailer.

Documents:

[20230808.3 - AGENDA ITEM REQUEST - BUDGET AMENDMENT - GENERAL GRANTS FUNDS.PDF](#)
[FY 2023 BA RESOLUTION 23-86.PDF](#)

- 10.e. Consideration to approve Budget Amendment Resolution No. 20230808.4 for the use of Law Enforcement Training Funds to purchase training and equipment for the Panama City Police Department in the amount of \$10,268.00.

Documents:

[20230808.4 - AGENDA ITEM REQUEST - BUDGET AMENDMENT - LAW ENFORCEMENT TRAINING FUNDS.PDF](#)
[FY 2023 BA RESOLUTION 23-87.PDF](#)
[ITEM BREAKDOWN.PDF](#)

- 10.f. Consideration for approval of 1) the form of the Main Agreement and the first Task Orders for the Assessment and Design for the Lift Station and Sewer Hardening Project in the combined amount of \$741,773.68 for the Engineers, 2) and the Budget Resolution No. 20230808.5 for FDEP Grant in the amount of \$3,250,000.00.

Documents:

[080823 AIR LIFT STATION AND SEWER HARDENING 1.PDF](#)

- 10.g. Consideration for approval of Panhandle Engineering Inc. amendment number 1 in the amount of \$15,000.00 for Architectural and Engineering Services associated with the FEMA Drainage Inlets project and Budget Amendment Resolution No. 20230808.7.

Documents:

[AGENDA ITEM REQUEST FORM - 073123 FEMA DRAINAGE INLETS PEI AMMENDMENT 1 AND BUDGET RESOLUTION 20230808.7 \(1\).PDF](#)
[FY 2023 BA RESOLUTION 23-89.PDF](#)
[BACKUP - MEMO DRAINAGE INLETS PEI CHANGE ORDER 1 \(1\).PDF](#)
[BACKUP - 13125 PC FEMA DRAINAGE INLETS TASK ORDER AMEND NO.1 REVIS NO.1.PDF](#)

- 10.h. Consideration for Approval of Moffatt & Nichol for the Architectural and Engineering Services (A/E) in the amount of \$67,700.00 for Change Order No. 5 for additional services for the St. Andrews Marina Bulkhead (L-Dock/Pier) & Utilities project. Consideration for Approval of Budget Amendment Resolution No. 20230808.8.

Documents:

[082223 AGENDA ITEM REQUEST FORM SAM BULKHEAD AND UTILITIES CHANGE ORDER 5.PDF](#)
[FY 2023 BA RESOLUTION 23-90.PDF](#)

CHANGE ORDER NO. 5 MEMO.PDF
2023-07-13 ST. ANDREWS MARINA - CHANGE ORDER NO. 5 FEE
PROPOSAL (1).PDF

11. City Manager - First Readings

- 11.a. First reading of Ordinance 3161.1 is a voluntary annexation of approximately 0.344 acres of property located at 143 Queens Circle.

Documents:

[AGENDA REQUEST 3161.1.PDF](#)

- 11.b. First reading of Ordinance 3161.2 amending the Future Land Use Map of the City to reflect a land use designation of Residential for a property located at 143 Queens Circle.

Documents:

[AGENDA REQUEST 3161.2.PDF](#)

- 11.c. First reading of Ordinance 3161.3 amending the Zoning Map of the City to reflect a zoning designation of Residential-1 for the property located at 143 Queens Circle.

Documents:

[AGENDA REQUEST 3161.3.PDF](#)

- 11.d. First reading of Ordinance 3162.1 is a voluntary annexation of approximately 8.167 acres of property located at 3106 W 27th Street.

Documents:

[AGENDA REQUEST 3162.1.PDF](#)

- 11.e. First reading of Ordinance 3162.2 amending the Future Land Use Map of the City to reflect a land use designation of Residential for a property located at 3106 W 27th Street.

Documents:

[AGENDA REQUEST 3162.2.PDF](#)

- 11.f. First reading of Ordinance 3162.3 amending the Zoning Map of the City to reflect a zoning designation of Residential-1 for the property located at 3106 W 27th Street.

Documents:

[AGENDA REQUEST 3162.3.PDF](#)

- 11.g. First reading of Ordinance 3163.1 is a voluntary annexation of approximately 0.545 acres of property located at 3128 W 23rd Court.

Documents:

[AGENDA REQUEST 3163.1.PDF](#)

- 11.h. First reading of Ordinance 3163.2 amending the Future Land Use Map of the City to reflect a land use designation of General Commercial for a property located at 3128 W 23rd Court.

Documents:

[AGENDA REQUEST 3163.2.PDF](#)

- 11.i. First reading of Ordinance 3163.3 amending the Zoning Map of the City to reflect a zoning designation of General Commercial-2 for the property located at 3128 W 23rd Court.

Documents:

[AGENDA REQUEST 3163.3.PDF](#)

- 11.j. First reading of Ordinance 3165.1 amending the Future Land Use Map of the City to reflect a land use designation of mixed use for a property located at 1200 Martin Luther King Jr. Boulevard.

Documents:

[AGENDA REQUEST 3165.1.PDF](#)

- 11.k. First reading of Ordinance 3165.2 amending the Zoning Map of the City to reflect a zoning designation of Mixed Use-2 for the property located at 1200 Martin Luther King Jr. Boulevard.

Documents:

[AGENDA REQUEST 3165.2.PDF](#)

- 11.l. First reading of Ordinance 3171 requesting to amend the Unified Land Development Code of the City of Panama City; amending Sec. 104-66 and 105-4 concerning the defined areas of the Gateway Overlay District and Gateway Overlay design standards for fences; amending Sec. 104-38 of the Unified Land Development Code concerning additional requirements related to permissible uses and the exterior building facades visible from main corridors within the General Commercial-2, GC-2 zoning district.

Documents:

[AGENDA REQUEST 3171.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 5pm 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.