



# City of Panama City

AGENDA  
CITY COMMISSION MEETING  
JUNE 13, 2023  
8:00 a.m.

1. Opening Prayer with Pastor James Barker of Holy Hills Baptist Church.
2. Pledge of Allegiance to the Flag.
3. Roll Call and Approval of Minutes.
  - 3.a. May 23, 2023 Commission Meeting

Documents:

[05.23.2023 MINUTES COMMISSION MEETING.PDF](#)

- 3.b. May 24, 2023 Inauguration Ceremony

Documents:

[05.24.23 MINUTES INAUGURATION CEREMONY 2023.PDF](#)

4. Additions, Deletions and Modifications.
5. Mayor's Report
  - 5.a. Faye Hines, Police Department, 25-year service recognition plaque.
  - 5.b. Captain Jerry Smith, Fire Department, 25-year service recognition plaque.
  - 5.c. Appointment of Representative to the Florida League of Cities.

Documents:

[MEMO FOR APPOINTMENT OF REPRESENTATIVE TO THE FLORIDA LEAGUE OF CITIES.PDF](#)

- 5.d. Notice of Resignation on 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](#)

- 5.e. Community Announcements.

Documents:

[CITY OF PANAMA CITY COMMISSION SLIDE SHOW ANNOUNCEMENTS  
061323.PDF](#)

6. Audience Participation

7. City Attorney

- 7.a. First reading of an ordinance repealing Ordinance 2676 that granted an ad valorem tax exemption to Air Temp of America, Inc. adopted on February 26, 2019.

Documents:

[LETTER TO COMMISSION REPEALING ORDINANCE 2676 FOR AIR TEMP  
TAX EXEMPTION WITH EXHIBITS - 06.06.2023.PDF](#)

8. Consent Agenda

- 8.a. 3rd Annual Extreme Tour, June 16, 2023, from 3 p.m.- 9 p.m. at the Downtown Panama City Skate Park. This event is organized by Jody Swem and the Parker United Methodist Church.

Documents:

[EXTREME TOUR 2023 SPECIAL EVENT APPLICATION.PDF](#)  
[EXTREME TOUR 2023 SITE MAP.PDF](#)  
[EXTREME TOUR 2023 EEC LAND USAGE APPROVAL.PDF](#)

- 8.b. Cove 4th of July Jubilee, July 4, 2023, from 7 p.m.- 10 p.m. on E. Beach Drive from E. 2nd Court to Cherry St. This event is organized by the Cove Events Committee.

Documents:

[COVE 4TH OF JULY JUBILEE 2023 SPECIAL EVENT APPLICATION.PDF](#)  
[COVE 4TH OF JULY JUBILEE 2023 SITE MAP.PDF](#)  
[COVE 4TH OF JULY JUBILEE 2023 ITINERARY.PDF](#)

- 8.c. Pink Picnic, July 22, 2023, from 4 p.m. - 8 p.m. at Millville Waterfront Park. This event is organized by Alesia Rhodes.

Documents:

[PINK PICNIC 2023 SPECIAL EVENT APPLICATION.PDF](#)  
[PINK PICNIC 2023 SITE MAP.PDF](#)

- 8.d. TessStrong Walk Like MADD 5K Festival, September 23, 2023, from 9 a.m.- 2 p.m. at Carl Gray Park and GCSC Sidewalks. This event is organized by Kristen Allen and Mothers Against Drunk Driving.

Documents:

[TESSSTRONG 2023 SPECIAL EVENT APPLICATION.PDF](#)  
[TESSSTRONG 2023 SITE MAP.PDF](#)  
[TESSSTRONG 2023 5K COURSE.PDF](#)  
[TESSSTRONG 2023 COI.PDF](#)

[TESSSTRONG 2023 GCSC LAND USE AGREEMENT.PDF](#)  
[TESSSTRONG 2023 MADD FEE WAIVER REQUEST LETTER.PDF](#)  
[TESSSTRONG 2023 MADD 501C3.PDF](#)

- 8.e. Consideration to approve an agreement with Pitney Bowes, Inc. for utility bill printing and mailing services.

Documents:

[AGENDA ITEM REQUEST TO APPROVE CONTRACT WITH PITNEY BOWES.PDF](#)  
[PITNEY BOWES CONTRACT.PDF](#)

9. City Manager

- 9.a. Consideration to approve Budget Resolution No. 20230613.1 in the amount of \$9,000.00 for Southern Strokes Painting to apply one (1) additional exterior coat of Benjamin Moore Aura latex paint to the McKenzie House.

Documents:

[AGENDA ITEM REQUEST SOUTHERN STROKES BUDGET RESOLUTION PACKET.PDF](#)

- 9.b. Consideration for approval of Moffatt & Nichol for the Architectural and Engineering Services in the amount of \$55,700.00 for Change Order No. 3 and \$73,300.00 for Change Order No. 4 for additional services for the St. Andrews Marina Bulkhead (L-Dock/Pier) & Utilities project. Consideration for approval of Budget Amendment Resolution No. 20230613.2 and 20230613.3.

Documents:

[AGENDA ITEM REQUEST MARINA BULKHEAD AND UTILITIES PROJECT CHANGE ORDERS 3 AND 4.PDF](#)

- 9.c. Consideration of Approval for award of Bid PC23-038 SRF Pump Station 44 Sewer Force Main Replacement to ECSC, LLC in the amount of \$2,761,393.91 and approving up to \$3,037,533.30 to include a 10% contingency and approval of budget amendment Resolution No. 20230613.6.

Documents:

[AGENDA ITEM - PS44 FM CONSTRUCTION PC23-038 NOA ECSC.PDF](#)  
[RESOLUTION 20230613.6.PDF](#)  
[BACKUP - PS44 FM REPLACE BID RECOMMENDATION LETTER ECSC.PDF](#)

- 9.d. Consideration of approval for award of Bid PC23-042 SRF Area S Improvements to Mainline Construction in the amount of \$5,069,555.06 (including Bid Alternate 1) and approving up to \$5,323,032.81 to include at 5% contingency and approval of Budget Amendment Resolution No. 20230613.9.

Documents:

[AGENDA ITEM - AREA S CONSTRUCTION MAINLINE.PDF](#)  
[AREA S MAINLINE FY 2023 BA RESOLUTION 20230613.9.PDF](#)

[AREA S BID RECOMMENDATION LETTER MAINLINE.PDF](#)  
[AREA S BID TABULATION SIGNED.PDF](#)

- 9.e. Consideration to approve Mott MacDonald Task Order for Area S Improvements CEI Services in the amount up to \$381,160.00 proposed at the standard hourly rate listed in the Task Order and approval of Budget Amendment Resolution No. 20230613.7.

Documents:

[AGENDA ITEM - REQUEST AREA S CEI SERVICES.PDF](#)  
[FY 2023 BA RESOLUTION 20230613.7 AREA S CEI.PDF](#)  
[CEI SERVICES TASK ORDER AREA S.PDF](#)

- 9.f. Consideration to approve Budget Amendment Resolution No. 20230613.8 to utilize state forfeiture funds and accept and utilize funds from the FY22 Edward Byrne Memorial Justice Assistance Grant to purchase four mobile pole cameras totaling \$24,180.00.

Documents:

[AGENDA ITEM REQUEST RESOLUTION 20230613.8 EDWARD BYRNE MEMORIAL.PDF](#)  
[FY 2023 BA RESOLUTION 20230613.8.PDF](#)  
[PILEUM QUOTE 06-2023.PDF](#)

- 9.g. Consideration for the commitment of leverage funding for the Rebuild Florida Hurricane Sally Hometown Revitalization Program, Saint Andrews Marina Boardwalk project.

Documents:

[AGENDA ITEM REQUEST FORM\\_HRP SALLY FUNDING COMMITMENT.PDF](#)  
[OLTR\\_ENCLOSURE A - PRE-SITE VISIT CHECKLIST.PDF](#)  
[ATTACHMENT I- COMMITMENT TO LEVERAGE FUNDS - ACCESS.PDF](#)

- 9.h. Consideration of approval to enter into negotiations for Disaster Recovery Consultant Services.

Documents:

[AGENDA ITEM REQUEST FORM FOR 2023 DISASTER RECOVERY CONSULTANT SERVICES.PDF](#)  
[MEMO RFP NO. PC23-041 DISASTER RECOVERY CONSULTANTS.PDF](#)  
[CDR MAGUIRE INC. - PROPOSAL FOR RFP PC23-041 - PROFESSIONAL SERVICES FOR DISASTER RECOVERY CONSULTANT SERVICES.PDF](#)  
[DPO PANAMA CITY PC23-041.PDF](#)  
[HAGERTY CONSULTING PC23-041 PROPOSAL FOR PANAMA CITY.PDF](#)  
[TETRATECH PANAMACITY PC23-041.PDF](#)  
[TLC ENGINEERING FINAL PROPOSAL PC23-041 DR.PDF](#)

- 9.i. Consideration of approval to enter into a one-year lease with Captain Ball LLC, DBA Polar Palms for the installation and operation of a retail ice machine at St. Andrews Marina.

Documents:

[AGENDA REQUEST FOR ST. ANDREWS ICE AND WATER MACHINE](#)

[LEASE.PDF](#)  
[LEASE AGREEMENT POLAR PALMS.PDF](#)

- 9.j. Consideration of approval of additional scope for a Fish Cleaning Station in the amount of \$198,549.35 to Inland Construction & Engineering, Inc. (ICE) for the Snug Harbor Boat Launch Facility.

Documents:

[AGENDA ITEM REQUEST PACKAGE.PDF](#)

10. City Manager - First Readings

- 10.a. First reading of Ordinance 3157.1 is a voluntary annexation of approximately 0.303 acres of property located at 1313 W 30th Street.

Documents:

[3157.1 AGENDA REQUEST.PDF](#)

- 10.b. First reading of Ordinance 3157.2 amending the Future Land Use Map of the City to reflect a land use designation of Residential for a property located at 1313 W 30th Street.

Documents:

[3157.2 AGENDA REQUEST.PDF](#)

- 10.c. First reading of Ordinance 3157.3 amending the Zoning Map of the City to reflect a zoning designation of Residential-2 for the property located at 1313 W 30th Street.

Documents:

[3157.3 AGENDA REQUEST.PDF](#)

- 10.d. First reading of Ordinance 3158.1 amending the Future Land Use Map of the City to reflect a land use designation of General Commercial for a property located at 1413 Frankford Avenue.

Documents:

[3158.1 AGENDA REQUEST.PDF](#)

- 10.e. First reading of Ordinance 3158.2 amending the Zoning Map of the City to reflect a zoning designation of General Commercial-2 for the property located at 1413 Frankford Avenue.

Documents:

[3158.2 AGENDA REQUEST.PDF](#)

- 10.f. First reading of Ordinance 3159.1 amending the Future Land Use Map of the City to reflect a land use designation of Residential for a property located at 621 E Beach Drive.

Documents:

[3159.1 AGENDA REQUEST.PDF](#)

- 10.g. First reading of Ordinance 3159.2 amending the Zoning Map of the City to reflect a zoning designation of Residential-1, R-1, for the property located at 621 E Beach Drive.

Documents:

[3159.2 AGENDA REQUEST.PDF](#)

11. 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.