



City of Panama City

AGENDA
CITY COMMISSION MEETING
OCTOBER 10, 2023
8:00 a.m.

1. Opening Prayer with Minister Josh Pickern of Immanuel Baptist Church.
2. Pledge of Allegiance to the Flag.
3. Roll Call and approval of Minutes for the September 26, 2023 Commission Meeting and the September 26, 2023 Budget Hearing.

Documents:

[09.26.2023 MINUTES COMMISSION MEETING.PDF](#)
[09.26.2023 MINUTES BUDGET HEARING.PDF](#)

4. Additions, Deletions and Modifications.
5. Mayor's Report
 - 5.a. Recognition of the retirement of Mike Mims, Signs & Markings Division Foreman, and 23-years of service plaque.
 - 5.b. Proclamation for the 75th Anniversary of the Oakland Terrace Men's Club.
 - 5.c. Notice of Term Expiration on the Board of Trustees for the City of Panama City Municipal Police Officers' Pension Trust Fund.

Documents:

[NOTICE OF TERM EXPIRATION ON THE BOARD OF TRUSTEES FOR THE CITY OF PANAMA CITY MUNICIPAL POLICE OFFICERS PENSION TRUST FUND.PDF](#)

- 5.d. Discussion of the Sale of the Downtown Improvement Board Building.
- 5.e. Community Announcements.

Documents:

[CITY OF PANAMA CITY COMMISSION SLIDE SHOW ANNOUNCEMENTS 101023 \(1\).PDF](#)

6. Audience Participation (Limited to items on the agenda, remarks are limited to three (3) minutes).
7. City Attorney

- 7.a. Consideration of approval Budget Resolution No's. 20231010.2 and 20231010.3 and contract with Reynold Roeder for NMTC consultant and Alan Pasternack for NMTC Attorney Service.

Documents:

[LETTER TO COMMISSION RE NMTC CONSULTANT 10-4-2023.PDF](#)
[FY24 RESOLUTION 20231010.2.PDF](#)
[FY24 RESOLUTION 20231010.3.PDF](#)

8. Unfinished Business (Public Hearing, remarks are limited to three (3) minutes)

- 8.a. Final reading of Ordinance 3177 to approve changes to the City of Panama City Municipal Firefighters' Pension Trust Fund Deferred Retirement Option Plan.

Documents:

[AGENDA ITEM REQUEST ORDINANCE 3177.PDF](#)
[ORDINANCE 3177.PDF](#)
[FIRE DEPARTMENT 8YR DROP.PDF](#)

9. Consent Agenda

- 9.a. First Baptist Church Trunk or Treat, October 22, 2023, 4:00 pm - 6:00 pm, on Grace Avenue between 6th St and 7th St. This event is organized by First Baptist Church of Panama City.

Documents:

[FIRST BAPTIST TRUNK OR TREAT 2023 SPECIAL EVENT APPLICATION.PDF](#)
[FIRST BAPTIST TRUNK OR TREAT 2023 SITE MAP.PDF](#)
[FIRST BAPTIST TRUNK OR TREAT 2023 COI.PDF](#)
[FIRST BAPTIST TRUNK OR TREAT 2023 501C3.PDF](#)

- 9.b. Benevolent Patriotic Order of Does (BPOD) 180 Run, November 4, 2023, from 10:00 am - 1:00 pm on Cherry St. from N. Palo Alto Ave. to N. Bonita Ave. This is organized by Christine Ostertag.

Documents:

[BPOD 180 RUN 2023 SPECIAL EVENT APPLICATION.PDF](#)
[BPOD 180 RUN 2023 SITE MAP.PDF](#)
[BPOD 180 RUN 501C.PDF](#)

- 9.c. Millville Children's Christmas Parade, Dec 1, 2023, from 9:30 am - 12:00 pm on 3rd St from Maple Ave to Daffin Park. This is a City of Panama City Sponsored Event.

Documents:

[MILLVILLE CHRISTMAS PARADE 2023 SPECIAL EVENT APPLICATION.PDF](#)
[MILLVILLE CHRISTMAS PARADE 2023 ROUTE.PDF](#)
[MILLVILLE CHRISTMAS PARADE 2023 BUS ROUTE.PDF](#)

- 9.d. City of Panama City Christmas Parade, Dec 2, 2023, from 6:00 pm - 8:00 pm on Harrison Avenue from 13th St to 6th St. This is a City of Panama City Signature Event.

Documents:

[COPC CHRISTMAS PARADE 2023 SPECIAL EVENT APPLICATION.PDF](#)
[COPC CHRISTMAS PARADE 2023 STAGING MAP.PDF](#)
[COPC CHRISTMAS PARADE 2023 PARADE ROUTE.PDF](#)

- 9.e. Ratification of the Lease Agreement between the City of Panama City and ECSC, LLC for the vacant land, located at 578, 580, 560, 558, 550, 548, 544, 540 Harmon Avenue and at 567, 569, 671 Cone Ave. to be used for the temporary storage of construction materials associated with the SRF Project "Lift Station 44 Force Main Improvements."

Documents:

[AGENDA ITEM AND BACKUP - LEASE AGREEMENT FOR LAYDOWN AND AGENDA RATIFICATION PS 44 FM SRF.PDF](#)

- 9.f. Ratification of emergency repairs to the Star Avenue water main to Marshall Brothers Construction in the amount of \$219,947.50

Documents:

[AGENDA ITEM - STAR AVENUE WATER MAIN EMERGENCY REPAIR MBI 101023.PDF](#)
[AGENDA ITEM - MEMO EMERGENCY REPAIRS MBI STAR AND NADINE.PDF](#)
[BACKUP - INVOICE EMERGENCY REPAIRS MBI STAR AVE AND NADINE.PDF](#)

- 9.g. Considerations to approve RFP PC23-052 Disaster Recovery Consultant Services contracts for CDR Macquire, Hagerty Consulting, Integrity, Metric Consulting, and Tetra Tech.

Documents:

[AGENDA ITEM REQUEST FORM FOR 2023 DISASTER RECOVERY CONSULTANTS SERVICES CONTRACTS.PDF](#)
[CDR MAGUIRE INC. CONTRACT FOR DISASTER RECOVERY CONSULTANT SERVICES 10.3.2023 SIGNED BY CDR.PDF](#)
[HAGERTY CONTRACT FOR DISASTER RECOVERY CONSULTANT SERVICES 9-29-23_HAGERTYSIGNED.PDF](#)
[THE INTEGRITY GROUP DISASTER RECOVERY CONSULTANT SERVICES.PDF](#)
[METRIC CONSULTING LLC CONTRACT FOR DISASTER RECOVERY CONSULTANT SERVICES_MCL EXECUTED_ 9-29-23.PDF](#)
[TETRA TECH, INC. CONTRACT FOR DISASTER RECOVERY CONSULTANT SERVICES 9-29-23.PDF](#)

- 9.h. Consideration of approval to enter into contract negotiations with Florida Architects & VBA for architect/engineering services for Hometown Revitalization Façade Program.

Documents:

[AGENDA ITEM REQUEST FORM_RFQ HRP.PDF](#)
[MEMO TO CM FOR ENGINEER SELECTION FOR HRP FACADE PROJECTS SIGNED.PDF](#)
[RESOLUTIONS FOR AGENDA PACKET.PDF](#)

VBA 2.PDF
FLORIDA ARCHITECTS.PDF

- 9.i. Consideration for approval to enter into contract negotiations with Dewberry Engineers, Inc. for Project Restore – Glenwood Project (CDBG-DR).

Documents:

AGENDA ITEM REQUEST DEWBERRY ENGINEERS PROJECT RESTORE
GLENWOOD.PDF
PROJECT RESTORE - GLENWOOD MEMO TO CM_A-E
RECOMMENDATION.PDF

- 9.j. Consideration to approve a three-year contract with HUB Public Risk in the amount of \$150,000 annually for Insurance Consulting Services.

Documents:

AGENDA ITEM REQUEST HUB PUBLIC RISK.PDF
CITY OF PANAMA CITY PROPOSED SCOPE OF WORK HUB.PDF
PROPOSED CITY OF PANAMA CITY HUB CONTRACT FINAL.PDF

10. City Manager

- 10.a. Considerations of approval of Budget Amendment Resolution No. 20231010.1 and Task Order from Integrity Group for a comprehensive analysis for permanent - work Hurricane Michael FEMA projects in the not to exceed amount of \$153,000.

Documents:

AGENDA ITEM REQUEST FORM FOR TASK ORDER NO. 1 FOR INTEGRITY
(3).PDF
FY24 BUDGET AMENDMENT RESOLUTION 20231010.1.PDF
PANAMA CITY TASK ORDER 1 OCTOBER 4 2023.PDF

- 10.b. Consideration to approve Budget Amendment Resolution No. 20231010.5 to allow for the payment of \$450,000.00 to JoePC for design of the Wet Slips for the Downtown Marina.

Documents:

AGENDA ITEM REQUEST - BUDGET AMENDMENT - ST. JOE WET SLIPS
DESIGN - 10-04-2023.PDF
FY24 RESOLUTION 20231010.5..PDF
FULLY EXECUTED DESIGN AGREEMENT WITH ST. JOE - 10-02-2023.PDF

- 10.c. Consideration to approve Budget Amendment Resolution No. 20231010.6 and Task Order One with CDR MAGUIRE, LLC., (CDR) under the Professional Services Agreement for RFP PC23-052 for Disaster Recovery Professional Services needed for the FEMA Road Project. This Project impacts 351 Road Segments throughout Panama City. This Task Order is for a not to exceed amount of \$250,000 for support during the Project.

Documents:

AGENDA ITEM REQUEST CDR MAGUIRE.PDF
FY24 RESOLUTION 20231010.6.PDF

[BACKUP - TASK ORDER ONE FOR CDR MAGUIRE 10-4-23.PDF](#)

11. City Manager - First Readings (Public Hearing, remarks are limited to three (3) minutes).
 - 11.a. First of Two Public Hearings on Ordinance 3174, an ordinance amending the Zoning Map of the City to reflect a zoning designation of General Commercial-2, GC-2, for a property located at 3910 W 23rd Court.

Documents:

[AGENDA REQUEST 3174.PDF](#)

12. Audience Participation (Open to any issue related to City of Panama City's authority, remarks are limited to three (3) minutes).
13. 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.