



CITY OF PANAMA CITY
AGENDA
COMMUNITY REDEVELOPMENT AGENCY
IMMEDIATELY FOLLOWING CITY COMMISSION MEETING

1. Roll Call And The Approval Of Meeting Minutes From August, 23, 2022

Documents:

[UNAPPROVED CRA MEETING MINUTES 23AUG22.PDF](#)

2. Appointment Of Executive Director
3. Update To Board Members

Documents:

[UPDATE TO BOARD MEMBERS.PDF](#)

4. Public Comment
5. Adjournment

Meeting 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 one week prior to the proceeding at telephone (850) 872-3014 for assistance; if hearing impaired, telephone (850) 872-3028 (TDD) for assistance.

Item 1



MINUTES

CITY OF PANAMA CITY, FLORIDA, CITY COMMUNITY REDEVELOPMENT AGENCY REGULAR CRA
MEETING
8/23/22 – Minutes

1. Roll Call And The Approval Of Meeting Minutes from 7/26/22

Chairman Brudnicki called the meeting to order.

Roll call was done Deputy City Clerk, Doreen Geldert with the following members present: Mr. Radar, Mr. Street, Mrs. Haligas, Mr. Brown and Chairman Brudnicki. Also present: CRA Director Michael Johnson and City Attorney Nevin Zimmerman.

Mr. Brown moved to approve the minutes for the July 26, 2022 CRA meeting. Mr. Radar, Mr. Street, Mrs. Haligas, Mr. Brown and Chairman Brudnicki voted "YEA". "NAYS" " – none. The motion passed by a 5-0 vote.

2. Consent Agenda

Items 2b, 2c, 2d, and 2e were stricken from the consent agenda.

a. Consideration and Approval for the St. Andrews/Downtown North CRAs to provide to the City, \$55,200 in cost share or match for the Farmers Market and Local Food Promotion Program grant.

f. Consideration and Approval of the Ninth Amendment to the Memorandum of Understanding between the CRA and Department of Community Development for Residential Rehabilitation Services.

g. Consideration and Approval of the Service Agreement between he CRA St. Andrews District, and the Historic St. Andrews Waterfront Partnership.

Mr. Brown moved to approve. Mr. Brown, Mr. Radar, Mr. Street, Mrs. Haligas and Chairman Brudnicki voted "YEA". "NAYS" – none. The motion passed by a 5-0 vote.

Item 1

3. Program Updates

- a. Proposed CRA Grant and Incentive Programs for FY22/23
- b. SBDC – Start a Business 101 Workshop @ Daffin Park report
- c. Community Engagement Uni’Forum held August 9th.
- d. Community Safety Forum

3. District Updates

- a. Downtown – Lena Webb (absent; update provided by Michael Johnson)
- b. St. Andrews – Michael Johnson
- c. Downtown North – Michael Johnson
- d. Millville – Michael Johnson

4. Public Comment

Michelle Clay 803 E 10th St, Panama City, FL

5. Adjournment

There being no further business, Chairman Brudnicki adjourned the meeting.

Meeting 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 one week prior to the proceeding at telephone (850) 872-3014 for assistance; if hearing impaired, telephone (850) 872-3028 (TDD) for assistance.



Item 3

8 November 2022

FOR: Community Redevelopment Agency (CRA) Board Chair and Board Members

Since the last City Commission meeting on 25 October 2022, our staff has taken the following actions to evaluate the current operating environment and to ensure program compliance with regards to the continued operations of the CRA and its four districts.

- A task order scope of work has been sent to Emerald Coast Regional Council for the following scope of work:
 - Provide support for our Community Redevelopment Agency (CRA)
 - Provide 3rd party oversight of CRA programs and funds
 - Identify any policy irregularities and solutions to correct existing policies
 - Identify potential policy non-compliance issues and suggested corrective action
 - Identify and evaluate policies, processes, and procedures for grants evaluation, tracking, and management
 - Provide relevant training to staff members related to CRA administration

The length will be for an initial 6-month task order with two 3-month renewals.

- Legal review of all pending payments for CRA Grants to include Commercial and Residential Improvement Grants, Paint Grants, and Commercial Rental Reimbursement Grants.
 - Review of business and landlord corporation registration with Florida Division of Corporations
 - City of Panama City business license status
 - Review of lease
 - Verification of property tax payment

Applications for both commercial and residential assistance grants are still being accepted and evaluated in the same method as described. Our staff has temporarily paused acceptance of new applications for the commercial rental assistance program while the policy is evaluated, and current beneficiary reimbursement requests are vetted through our City Attorney's office.

Item 3

Please feel free to direct any questions or concerns to the City Attorney's office, Mr. Nevin Zimmerman. Mr. Zimmerman can be reached at (850) 691-4617 or by e-mail at NZimmerman@burkeblue.com.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mark T. McQueen", with a large, stylized flourish at the end.

Mark T. McQueen
City Manager, City of Panama City