

PANAMA CITY BEACH  
CITY COUNCIL AGENDA PACKET



APRIL 11, 2019

6:00 P.M.

# PANAMA CITY BEACH CITY COUNCIL

## AGENDA

NOTE: AT EACH OF ITS REGULAR OR SPECIAL MEETINGS, THE CITY COUNCIL ALSO SITS, EX-OFFICIO, AS THE CITY OF PANAMA CITY BEACH COMMUNITY REDEVELOPMENT AGENCY AND MAY CONSIDER ITEMS AND TAKE ACTION IN THAT LATTER CAPACITY.

MEETING DATE: APRIL 11, 2019  
MEETING TIME: 6:00 P.M.

- I. CALL TO ORDER AND ROLL CALL
- II. INVOCATION – COUNCILMAN CHESTER
- III. PLEDGE OF ALLEGIANCE – COUNCILMAN CHESTER
- IV. COMMUNITY ANNOUNCEMENTS
- V. APPROVAL OF MINUTES  
SPECIAL MEETING AND WORKSHOP – MARCH 28, 2019  
REGULAR COUNCIL MEETING – MARCH 28, 2019
- VI. APPROVAL OF AGENDA, AND ADDITIONS OR DELETIONS
- VII. PRESENTATIONS- COUNCILMAN CHESTER
  - 1 BOYS & GIRLS CLUB CIVIC ACHIEVEMENT AWARD
  - 2 “NATIONAL BOYS & GIRLS CLUB WEEK” PROCLAMATION & ANNUAL REPORT FROM CLUB
- VIII. PUBLIC COMMENTS – REGULAR (NON-PUBLIC HEARINGS) & CONSENT ITEMS ONLY (LIMITED TO THREE MINUTES)
- IX. CONSENT AGENDA
  - 1 **REVISION OF THE MASTER AUDIT LIST TO REMOVE OBSOLETE ITEMS.** *These items are to be removed from the Master Audit List. STAFF RECOMMENDS approval. By approval of this matter in the Consent Agenda, the City Council makes a finding of surplus for these items and approves their removal from the Master Audit List.*
  - 2 **RESOLUTION 19-74, BID AWARD – (3) UTILITY SERVICE VEHICLES.** *“A Resolution of the City of Panama City Beach, Florida approving the purchase of three vehicles for the street and stormwater departments, from Garber Ford, Inc. in the total amount of \$99,046; and providing an immediately effective date.”*
  - 3 **RESOLUTION 19-75, BID AWARD – 310 TRACTOR.** *“A Resolution of the City of Panama City Beach, Florida approving the purchase of a loader backhoe, from Dobbs Equipment, LLC in the amount of \$82,093.25.”*
- X. REGULAR AGENDA - DISCUSSION/ACTION

NO.	OFFICIAL	ITEM
1	DC	RESOLUTION 19-76, DEWBERRY TASK ORDER FOR ALF COLEMAN SIDEWALK DESIGN
2	DW	RESOLUTION 19-77, VEHICLE PURCHASE AND BUDGET AMENDMENT #22
3	DW	RESOLUTION 19-78, LETF PURCHASE OF K-9 PATROL HANDLER COURSE FOR ONE OFFICER
- XI. DELEGATE AND STAFF REPORTS
  - 1 **DELEGATIONS.** In accordance with the City Council's rules and procedures, residents or tax-collectors of the City (upon any subject of

general or public interest), City employees (regarding his/her employment), and water and sewer customers (on matters related to the City's water and/or sewer system), may address the City Council under Delegations on items not on the printed agenda by filling out a speaker card. Speaker cards are located inside the Council meeting room and should be provided to the City Clerk. Please observe the time limit of three (3) minutes while speaking under Delegations. Delegations shall be limited to thirty (30) minutes unless extended by the Chair.


- 2 ATTORNEY REPORT.
- 3 CITY MANAGER REPORT.
- 4 COUNCIL COMMENTS.
- 5 ADJOURN.

**\*Action items noted with an asterisk are taken both by the City Council and the Panama City Beach Redevelopment Agency jointly and concurrently.**

PAUL CASTO	<input checked="" type="checkbox"/>	PAUL CASTO	<input checked="" type="checkbox"/>
PHIL CHESTER	<input checked="" type="checkbox"/>	PHIL CHESTER	<input checked="" type="checkbox"/>
GEOFF MCCONNELL	<input checked="" type="checkbox"/>	GEOFF MCCONNELL	<input checked="" type="checkbox"/>
HECTOR SOLIS	<input checked="" type="checkbox"/>	HECTOR SOLIS	<input checked="" type="checkbox"/>
MIKE THOMAS	<input checked="" type="checkbox"/>	MIKE THOMAS	<input checked="" type="checkbox"/>

I certify that the Council members listed above have been contacted and given the opportunity to include items on this agenda.

I certify that the Council members listed above have been contacted and made aware of the items on this agenda.

 4/08/2019  
 City Clerk Date

 4/08/2019  
 City Clerk Date

**IN AN EFFORT TO CONDUCT YOUR COUNCIL MEETINGS IN AN ORDERLY AND EXPEDIENT MANNER, WE RESPECTFULLY REQUEST THAT YOU WAIT UNTIL THE CHAIR RECOGNIZES YOU TO SPEAK, THEN COME TO THE PODIUM AND STATE YOUR NAME AND ADDRESS FOR THE RECORD.**

E-mailed to interested parties and posted on the website on: 04/08/19 2 P.M.

NOTE; COPIES OF THE AGENDA ITEMS ARE POSTED ON THE CITY'S WEBSITE [WWW.PCBGOV.COM](http://WWW.PCBGOV.COM).

THIS MEETING WILL BE LIVE-STREAMED ON THE CITY WEBSITE AND CITY FACEBOOK PAGE "CITY OF PANAMA CITY BEACH-GOVERNMENT".

NOTE: ONE OF MORE MEMBERS OF OTHER CITY BOARDS MAY APPEAR AND SPEAK AT THIS MEETING.

If a person decides to appeal any decision made by the City Council with respect to any matter considered at the meeting, if an appeal is available, such person will need a record of the proceeding, and such person may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is based. Sec. 286.0105, FS (1995)

**DRAFT**  
**MINUTES**

The Special Meeting and Workshop of the City Council of the City of Panama City Beach, Florida, and Planning Board, held on March 28, 2018.

ROLL

MAYOR MIKE THOMAS

COUNCILORS:

PAUL CASTO

PHIL CHESTER

GEOFF MCCONNELL

HECTOR SOLIS

CITY MANAGER:

MARIO GISBERT

CITY CLERK:

MARY JAN BOSSERT

CITY ATTORNEYS

AMY E. MYERS/COLE DAVIS

Mayor Thomas called the Special Meeting to order at 8:00 A.M. with Councilman Casto, Councilman Chester, Councilman McConnell, Councilman Solis, and the City Manager, City Clerk, and City Attorneys present. The Planning Board members in attendance were Chair Mark Sheldon, Mr. Mark Caron, Mr. Patrick Hodges, Mr. Jason Morehouse, Mr. David Scruggs, and Mr. Josh Wakstein. Staff included Mr. Leonard.

Mayor Thomas gave the invocation and led the Pledge of Allegiance.

Chair Sheldon stated the Board had reviewed the first two sections of the Comprehensive Plan. Extensive changes were anticipated to the third section. He explained it would be best for the Board to bring all proposed changes to the Council all at one time. Councilman McConnell confirmed section three needs major revamping, as it has not been looked at for ten years; and the future for the City has changed. Councilman Solis suggested holding a workshop in June, after comprehensive discussions are done in preceding Planning Board meetings.

Chair Sheldon asked if the Board needs to do anything regarding annexations. Mayor Thomas confirmed action will be needed in the future; the plan is to square up areas of the City. Councilman Solis explained roads are the biggest financial impact. The City does not have an ad valorem tax, and assistance from the County could be an option. Mayor Thomas explained there are positives and negatives of doing the annexations but believes it will balance out. Councilman Casto suggested a long-range plan to bring enclaves into the City. Mayor Thomas explained there are commercial properties doing business outside the City advertising being in Panama City Beach. If the businesses were incorporated, they would generate the 1% gross sales. The City does a better job with roads and code enforcement. Taking in the out-parcels and cleaning them up will fix the problems.

Chair Sheldon stated people are confused where the beach is because of signage. Highway 79 needs work, as this area is the first impression to visitors. Councilman Casto stated the City has doubled in size and a financial plan needs to be developed. Chair Sheldon asked if there is anything other than the Comp Plan the Board needs to look at. Mayor Thomas requested to watch redevelopment. He stated there are

nine miles of City. In Seacrest they have no visible places to park but have made it a walkable community. Several businesses have shut down for that fact. He said our people cannot walk the entire beach and we need to create an area where parking is available.

Chair Sheldon confirmed the goal is to review the Comprehensive Plan in its entirety this year. Mayor Thomas explained plans change when different people are appointed to the Council. Mr. Gisbert said they will work through staff.

With nothing further, the meeting was adjourned at 8:20 A.M.

READ AND APPROVED this 11<sup>th</sup> of April, 2019.

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

DRAFT

The Regular Meeting of the City Council of the City of Panama City Beach, Florida, and when permitted or required by the subject matter, the Panama City Beach Community Redevelopment Agency, held on March 28, 2019.

ROLL

COUNCILORS:  
PAUL CASTO  
PHIL CHESTER  
GEOFF MCCONNELL  
HECTOR SOLIS

CITY MANAGER:  
MARIO GISBERT  
CITY CLERK:  
MARY JAN BOSSERT  
CITY ATTORNEY:  
AMY MYERS

Mayor Thomas called the Regular Meeting to order at 9 a.m. with all Councilmen, the City Manager, City Clerk and City Attorney present.

Marine Chaplain Larry Striblin gave the invocation and Navy Vitenam War Veteran Ken Waringa led the Pledge of Allegiance.

Mayor Thomas announced the upcoming Community Events.

The Minutes of the Regular Meeting March 14, 2019 were read. **Councilman Casto made the motion to approve the Minutes as written. Second was by Councilman Chester and the motion passed by unanimous roll call vote recorded as follows:**

<b>Councilman Casto</b>	<b>Aye</b>
<b>Councilman Chester</b>	<b>Aye</b>
<b>Councilman McConnell</b>	<b>Aye</b>
<b>Councilman Solis</b>	<b>Aye</b>
<b>Mayor Thomas</b>	<b>Aye</b>

Mayor Thomas asked if there were any additions or deletions to the Agenda. Mayor Thomas requested to add a discussion on Spring activities. **Councilman Chester made the motion to approve the Agenda with the addition of a discussion of Spring activities. Second was by Councilman McConnell and the motion passed by unanimous roll call vote recorded as follows:**

<b>Councilman Casto</b>	<b>Aye</b>
<b>Councilman Chester</b>	<b>Aye</b>
<b>Councilman McConnell</b>	<b>Aye</b>
<b>Councilman Solis</b>	<b>Aye</b>
<b>Mayor Thomas</b>	<b>Aye</b>

**PRESENTATIONS**

1 **“NATIONAL VIETNAM WAR VETERANS DAY PROCLAMATION” PRESENTATION.** Councilman Casto invited all Vietnam War Veterans present to the podium as he read the Proclamation declaring March 29, 2019 as “National Vietnam War

Veterans Day” and thanked them for their service. Vietnam War Veterans Larry Striblin, Ken Waringa, and Steve Dring made a few comments, thanking all Veterans for their service. Councilman Casto also thanked Mayor Thomas for his service during the war. The audience responded with applause.

2 **CRA DEPARTMENT UPDATE.** Mr. Campbell gave a PowerPoint presentation on the Community Redevelopment Agency (CRA). The presentation included the CRA annual and financial reports. He explained the Agency is responsible for Front Beach Road CRA and Pier Park CRA; he gave an update on both. He explained the long-term primary objectives for Front Beach Road, and what was accomplished in fiscal year 2018. Ms. White gave further detail on the financial statements presented.

Councilman Casto commended the department. He stated this phase was complicated and they handled it very well. Councilman Chester explained sidewalks were his main concern. Mr. Campbell explained the Florida Department of Transportation (FDOT) has funded the sidewalk project for Alf Coleman, the goal is to start construction next year. Mayor Thomas recommended the CRA monies be bonded, due to the State trying to take the funds.

### **PUBLIC COMMENTS (REGULAR NON-PUBLIC HEARINGS AND CONSENT ITEMS)**

Mayor Thomas opened the Public Comments section of the meeting at 9:45 a.m. and invited comments.

1 Genese Hatcher, 203 S Wells Street. Ms. Hatcher asked for the purchase price of the Pizza Hut property. She asked about parking structures that will be taken away when the City acquires land.

Ms. Myers stated the Pizza Hut property purchase price was approximately \$640,000.00 and was approved by Resolution. Councilman Casto confirmed the property will be used strictly for stormwater. Councilman McConnell explained parking is not being taken away from businesses, people are illegally parking in the rights-of-ways. Ms. Hatcher stated she had five vehicles towed from her private lot, although there were several vehicles parked in the right-of-way the next morning.

With no further comments, Mayor Thomas closed the Public Comments period at 9:50 a.m.

### **CONSENT AGENDA**

Ms. Bossert read the Consent Agenda Items by title.

**ITEM 1 RESOLUTION 19-69, “IRONMAN 70.3 GULF COAST ROAD USAGE.** *“A Resolution of the City of Panama City Beach, Florida, related to the “Ironman 70.3 Gulf Coast” Triathlon; authorizing temporary closure of portions of Richard Jackson Boulevard, West Park Drive, and Pier Park Drive on Saturday, May 11, 2019; authorizing careful traffic control and extraordinary usage of portions of Front Beach Road, Middle Beach Road, SR 79 and Bay Parkway on May 11, 2019, for the event; and providing an immediately effective date.”*

**Councilman McConnell made the motion to approve the Consent Agenda. Second was by Councilman Solis and the motion passed by unanimous roll call vote recorded as follows:**

<b>Councilman Casto</b>	<b>Aye</b>
<b>Councilman Chester</b>	<b>Aye</b>



Councilman McConnell Aye  
Councilman Solis Aye  
Mayor Thomas Aye

**REGULAR AGENDA**

**ITEM 1 RESOLUTION 19-70, BAY PARKWAY AGREEMENT.** Ms. Myers read Resolution 19-70 by title. The Council had no comments.

**Councilman Chester made the motion to approve Resolution 19-70. Second was by Councilman Solis and the motion passed by unanimous roll call vote recorded as follows:**

Councilman Casto Aye  
Councilman Chester Aye  
Councilman McConnell Aye  
Councilman Solis Aye  
Mayor Thomas Aye

**ITEM 2 RESOLUTION 19-71, HURRICANE BUDGET AMENDMENT #20.**

Ms. Myers read Resolution 19-71 by title. She explained this will increase the City's budget to reflect the costs of Hurricane Michael. Councilman Solis stated most cities do not have an emergency fund and acknowledged that although the City spent a lot of money we were still in relatively good shape. Councilman McConnell suggested to increase the emergency fund.

**Councilman Casto made the motion to approve Resolution 19-71. Second was by Councilman Chester and the motion passed by unanimous roll call vote recorded as follows:**

Councilman Casto Aye  
Councilman Chester Aye  
Councilman McConnell Aye  
Councilman Solis Aye  
Mayor Thomas Aye

**ITEM 3 RESOLUTION 19-72, AUTHORIZING MAYOR TO EXECUTE HURRICANE MICHAEL CONTRACTS.**

Ms. Myers read Resolution 19-72 by title. She explained approval will allow the City to conform with the contract execution requirement of other government agencies and could expedite receipt of critical Hurricane Michael relief. The Council had no comments.

**Councilman Solis made the motion to approve Resolution 19-72. Second was by Councilman McConnell and the motion passed by unanimous roll call vote recorded as follows:**

Councilman Casto Aye  
Councilman Chester Aye  
Councilman McConnell Aye  
Councilman Solis Aye  
Mayor Thomas Aye

**ITEM 4\* DISCUSSION ON ANNEXATION GOING FORWARD.** Mr. Gisbert explained 110 acres of enclaves can be annexed within the city limits with an interlocal agreement with the County, by a Resolution. He explained the single, largest parcel is Palm Cove. The roads are private, if the City takes it on, road and stormwater issues will not be addressed by the City. Police, Fire, and Code Enforcement will service the area.

Modifications will need to be made to the Land Development Code. He explained there are positives and negatives on the monetary side. For the newly annexed parcels, the City will receive the Fire Assessment, Stormwater Assessment, Half-Cent Sales Tax, Phone Fee, Power Franchise Fee and the 1% Sales Tax. On a negative note, the City would no longer have the 25% surcharge on the water and sewer. Responsibilities will be increased for Code Enforcement, Fire and Police.

Councilman Chester stated the only value to doing the annexation would be Code Enforcement cleaning up the area. The annexation will put a financial strain on the City. He asked if the County is willing to do the interlocal agreement. Ms. Myers confirmed that the County is receptive. Councilman Solis stated he sees value in the annexation but would like more time to obtain more comprehensive information. Councilman McConnell stated he would like to look at the financial trade-offs for the residential areas and suggested to hold a workshop for feedback of those residents and business owners.

**ITEM 5 DISCUSSION ON SPRING ACTIVITIES.** Mayor Thomas explained we have a spring vacation season, and Pier Park has become the new spring break location. He explained usually the first two weeks in April are the worst, but we are already having rowdy behavior and reckless driving this month. Spring tourists riding in vehicles over capacity and golf carts are blaring loud music, spoiling the experience at Pier Park for families with young children and others. Pier Park General Manager Chris Tilley addressed the Council requesting consideration of temporary road closures. Chief Whitman pointed out the difficulty of citing people for loud music. Mr. Gisbert stated once they are off a private road, the behavior can be enforced in the parking lot. Ms. Myers explained the City could close a street temporarily. After discussion, the Council directed legal counsel to draft a Resolution banning motor vehicles in a three-block radius of Pier Park Drive through Easter Sunday, April 21<sup>st</sup>. Ms. Myers read Resolution 19-73 by title. **Councilman Solis made the motion to approve Resolution 19-73. Second was by Councilman Casto and the motion passed by unanimous roll call vote recorded as follows:**

<b>Councilman Casto</b>	<b>Aye</b>
<b>Councilman Chester</b>	<b>Aye</b>
<b>Councilman McConnell</b>	<b>Aye</b>
<b>Councilman Solis</b>	<b>Aye</b>
<b>Mayor Thomas</b>	<b>Aye</b>

\*Action items noted with an asterisk are taken both by the City Council and the Panama City Beach Redevelopment Agency jointly and concurrently.

### DELEGATIONS

Mayor Thomas explained the Delegations period and opened this portion of the meeting at 9:25 a.m.

1 Gary Beck, 15325 Front Beach Road. Mr. Beck commented the government has stolen his property and spoke of his lawsuit.

2 Genese Hatcher, 203 S Wells Street. Ms. Hatcher stated the beaches are bare, the problems are on the roads. She commented the Police department needs to do their jobs and stop the loud vulgar music, to address the problems instead of closing locations.

With no further comments, Mayor Thomas closed the Delegations period at 10:49 a.m.

Mayor Thomas asked legal counsel if Mr. Beck could submit any questions or communications he may have in writing. Ms. Myers explained the Council can request that and confirmed that his lawsuit does not pertain to city business. Councilman Solis explained the delegation process is only for residents or tax-collectors, city employees, and water or sewer customers speaking on matters related to the City's water or sewer system. All Council Members agreed.

#### **ATTORNEY REPORT**

Ms. Myers stated the City is closing on the new Wastewater Treatment Plant tomorrow.

#### **CITY MANAGER REPORT**

Mr. Gisbert read the open bids and available jobs. He explained the parcels for sale that was mentioned at the last meeting is currently under contract and he will be notified if the sale falls through. He explained the easement will still be looked into. Councilman Casto suggested to contact the new buyer and request an easement.

#### **COUNCIL COMMENTS**

Councilman Casto had no comment.

Councilman Chester inquired when job applications are accepted. He inquired about golf carts being allowed on the trails. Mr. Shortt explained restrictions on trails that have been funded by the utilities department. Councilman Chester suggested golf carts be allowed on the trails to elevate traffic. He asked for an update on the new sports complex. Mr. Poniek explained everything is going well, July is the goal to open.

Councilman Solis asked Chief Whitman to explain the difficulty to enforce noise issues. Chief Whitman explained current state law requires someone to file a complaint, and for police to stop the vehicle and measure the sound level with a sound-measuring device. Chief Whitman stated the Ordinance will need to be changed because it is not government driven. Councilman Solis gave kudos for Ms. Jenkins department for staying on top of the grants recently awarded to the City.

Councilman McConnell stated we need to expedite the turn lane issue, there was a cyclist hit by a car recently, accidents are increasing there.

Mayor Thomas reminded the audience to honor the memory of Sgt. Kevin Kight, killed in the line of duty.

With nothing further, the meeting was adjourned at 11:07 a.m.

READ AND APPROVED this 11<sup>th</sup> of April, 2019.

**IN THE EVENT OF A CONFLICT BETWEEN THE FOREGOING MINUTES AND A VERBATIM TRANSCRIPT OF THESE MINUTES, THE FOREGOING MINUTES SHALL CONTROL.**

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

DRAFT

# PRESENTATION

1



CITY OF PANAMA CITY BEACH

# CIVIC ACHIEVEMENT AWARD

*Be It Known That*

**Cody Pugh**

**HAS GIVEN EXCEPTIONAL SERVICE**

**TO THE BOYS AND GIRLS CLUB  
OF PANAMA CITY BEACH**

For the responsibility assumed, for the unselfish service rendered his community and its citizens in discharging the duties of good citizenship, this token of CIVIC ACHIEVEMENT is hereby awarded.

**Presented this 11<sup>th</sup> of April, 2019**



A handwritten signature in blue ink, appearing to read 'Mike Thomas', written over a horizontal line.

**MAYOR MIKE THOMAS**

# PRESENTATION

2



# ~Proclamation~

A PROCLAMATION DECLARING  
APRIL 8 THROUGH APRIL 12, 2019 AS  
"NATIONAL BOYS AND GIRLS CLUB WEEK"  
IN PANAMA CITY BEACH

- WHEREAS,** in 1906, the Boys and Girls Clubs of America were created and ultimately gave birth to a national movement whose Clubs in all 50 states have served millions of young people; and
- WHEREAS,** the City of Panama City Beach is proud to support the vital work of the Boys and Girls Club for the youth of our community; and
- WHEREAS,** Boys and Girls Clubs provide young people the connections they need to succeed, as well as professional youth services to help them cope with a wide range of social and financial hardships; and
- WHEREAS,** Boys and Girls Clubs also ensure that our young people keep off the streets by offering them a safe and supportive place to go and providing them with quality programs; and
- WHEREAS,** Boys and Girls Clubs are dedicated to developing within our young people a sense of belonging, leadership, self-esteem and responsibility through its programs including citizenship, leadership, physical education; and
- WHEREAS,** Boys and Girls Clubs are a vital force in the development of our youth through its many programs and these boys and girls will go on to become responsible citizens and leaders in their homes and communities;

**NOW, THEREFORE,** the City Council of the City of Panama City Beach, does hereby proclaim April 8 through April 12, 2019 as

## "NATIONAL BOYS AND GIRLS CLUB WEEK"

in Panama City Beach and call upon all citizens to commend the Boys and Girls Club for providing comprehensive, effective services to the young people of our community.

Mayor Mike Thomas

Councilman Paul Casto  
Ward 1

Councilman Geoff  
McConnell Ward 3



Councilman Phil Chester  
Ward 2

Councilman Hector Solis  
Ward 4





**GREAT FUTURES START HERE.**



**BOYS & GIRLS CLUBS  
OF BAY COUNTY**





# What do we do at the Frank Brown Beach Unit – Boys & Girls Clubs of Bay County?

## Character and Leadership Development



### **Jr. Staff:**

Children over the age of 12 can participate in community service projects such as USFA Girl's Fast Pitch Concession, Frank Brown Park cleanups, and other community events. Members are also taught job-related skills such as crafting a resume and mastering interview techniques. Jr. Staff assist the summer staff with running games, cleanup, and other activities, and are treated to a group trip at the end of each summer. This past summer, the Jr. Staff went to Georgia, where they went white-water rafting and toured Georgia Tech.

### **Torch Club:**

Members over 10 years old can participate in civic duties related to day-to-day Club activities. They may run a concession stand and sell snacks, act as tutors and helpers in the Education Room, and assist staff in general activities. These youth are role models that set positive examples for our younger members.

### **Youth of the Year:**

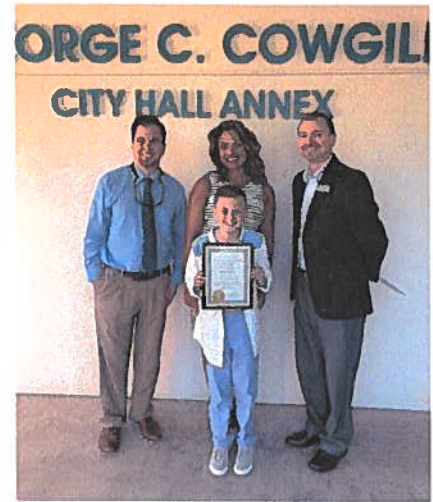


Youth of the Year is Boys & Girls Clubs of America's premier youth recognition program. Youth of the Year is awarded to an outstanding teenager who excels as a leader at school, in their community, and the Club. In 2018, three Club members, including Jordyn W. from the Beach Unit, represented the organization at the statewide Youth of the Year conference in Sarasota.

# What do we do at the Frank Brown Beach Unit – Boys & Girls Clubs of Bay County?

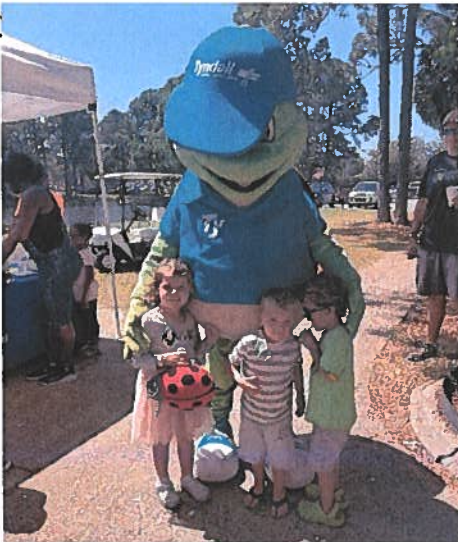
## Youth of the Month:

This monthly program allows a Beach Club youth to be recognized for their hard work within the Club as well as in school. The winning member attends a city council meeting and is recognized by Mayor Mike Thomas & City Council members. Jackson was the Youth of the Month for April 2018.



## Day for Kids:

Day



event that promotes community involvement, family interaction, and awareness of social issues. Participants engage in a variety of contests and activities aimed at strengthening communal bonds and providing free fun to children of all ages. Last year's D4K saw over 900 participants!



## Smart Kids:

Street Smarts aims to make children aware of potentially hazardous social situations while building self-esteem and self-efficacy. A program coordinator meets with a group of members once a week and facilitates group discussions and activities. This important program, run in conjunction with the Department of Juvenile Justice, gives our children a chance to express themselves while learning valuable life lessons.

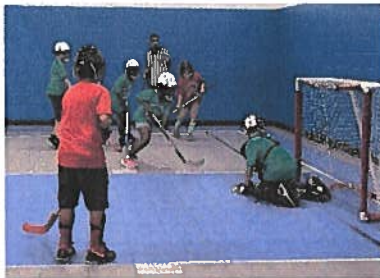
# What do we do at the Frank Brown Beach Unit – Boys & Girls Clubs of Bay County?

## Health and Physical Education

### **Age-Appropriate Activities:**

In fighting the growing obesity epidemic in America, Boys & Girls Club offers many different physical activities in our daily operation. Programs in this core area develop several skills including physical fitness, positive use of leisure time, stress management, environmental appreciation, and social skills.

### **Street Hockey:**



Youth ages 8-14 years old can participate in a competitive street hockey league that teaches members fundamental hockey skills, fair play, and sportsmanship. We offer two different leagues based on members' ages. At the conclusion of the season, we host a banquet recognizing all the coaches, volunteers, and players, as well as a trip to see the Pensacola Ice Flyers, a semipro hockey team. Before Hurricane Michael interrupted the 2018 season, members were able to play a few games – the Beach Redwings won their season opener 6-4!

### **Boys & Girls Club Basketball:**

Youth 7-16 years old can participate in our co-ed basketball leagues designed to promote physical fitness, teach basic basketball techniques, and develop positive self-esteem. With over 20 teams participating annually, basketball has become one of our premier programs.



### **NFL Flag Football:**



Youth ages 7-14 years old can participate in our NFL Flag Football leagues. The league is designed to promote self-motivation, teamwork, and self-respect while teaching the fundamentals of football. A banquet is held at the end of each season to recognize all those involved in the league.

*members.)*

*(Note: All Boys & Girls Club sports are totally free to Club*



# What do we do at the Frank Brown Beach Unit – Boys & Girls Clubs of Bay County?

## Educational Development

### Power Hour and Educational Programming:

All members have dedicated time (approximately 1 hour a day) in the Power Hour homework help program. Our Education Director, tutors, and volunteers assist them with extra instruction and test preparation. In addition, we participate in Summer Brain Gain, a reading program that helps combat learning loss during the summer months. We also work on STEM activities and science kits donated by community partners. Education is one of our top priorities at the Club.

### Honor Roll Parties:

Each semester, members submit their report cards to the Education Director. Those who received A's and B's are invited to pizza party to reward their hard work.

### Mentoring:

One of the key features to our success is our dedication to our community's children. Our staff are caring mentors who are always willing to go above and beyond to make a positive impact in a youth's life. Staff listen to concerns, attend functions and games, and interact with the members every day to ensure that Club members are given guidance and direction, and will use these skills to make positive choices in their lives.



### Project Learn:

Project Learn is a national Boys & Girls Club program designed to academically engage youth throughout their Club experience. The goal of Project Learn is to use members' time constructively and make any activity a "teachable moment." Members use math and reading skills to participate in various activities while staff model instruction with an emphasis on utilizing academic skills.

### The Families We Serve

In a normal year, we serve many children who come to us from challenging socioeconomic circumstances, and Hurricane Michael has presented many of the families we serve with unprecedented challenges. Many of these children have no place to go after school, since their parents or caretakers are still at work and cannot afford steep afterschool program prices. The Boys & Girls Club makes great efforts to ensure that all children eligible to participate in our programs are able to register; we do not turn families away due to an inability to pay. Additionally, the Boys & Girls Club, with the help of our community partners, helps families with other areas of need such as Christmas presents, transportation to events, extra guidance, and family support. Our staff are dedicated to seeing members get every chance at happiness and a bright future. This means going the "extra mile" to assist families with a variety of needs. We

# **What do we do at the Frank Brown Beach Unit – Boys & Girls Clubs of Bay County?**

could not be successful in our mission without our charitable partners who have given us the necessary tools to achieve these exceptionally important goals.



**BOYS & GIRLS CLUBS**  
OF BAY COUNTY

**2018 Membership Report  
Frank Brown Beach Unit**



**BOYS & GIRLS CLUBS**  
OF BAY COUNTY

<b>Schools</b>	<b>Membership</b>
<u>Hutchinson Beach Elementary School</u>	<u>49</u>
<u>West Bay Elementary</u>	<u>21</u>
<u>Patronis Elementary School</u>	<u>18</u>
<u>Breakfast Point Elementary &amp; Middle School</u>	<u>37</u>
<u>Surfside Middle School</u>	<u>17</u>
<u>Arnold High School</u>	<u>2</u>
<u>Other (including summer)</u>	<u>216</u>
<u>Total:</u>	<u>360</u>

**Membership by age:**

<b>6 YEAR OLDS:</b>	<u>24</u>
<b>7 YEAR OLDS:</b>	<u>58</u>
<b>8 YEAR OLDS:</b>	<u>37</u>
<b>9 YEAR OLDS:</b>	<u>49</u>
<b>10 YEAR OLDS:</b>	<u>53</u>
<b>11 YEAR OLDS:</b>	<u>42</u>
<b>12 YEAR OLDS:</b>	<u>32</u>
<b>13 YEAR OLDS:</b>	<u>29</u>
<b>14 YEAR OLDS:</b>	<u>21</u>
<b>15 YEAR OLDS:</b>	<u>8</u>
<b>16 YEAR OLDS:</b>	<u>6</u>
<b>17 YEAR OLDS:</b>	<u>1</u>
<b>18 YEAR OLDS:</b>	<u>0</u>
<b>TOTAL:</b>	<u>360</u>



**BOYS & GIRLS CLUBS**  
OF BAY COUNTY

## 2018 Membership Report Frank Brown Beach Unit



**BOYS & GIRLS CLUBS**  
OF BAY COUNTY

### **Racial Breakdown:**

<b><u>White/Caucasian</u></b>	<b><u>261</u></b>
<b><u>African-American</u></b>	<b><u>40</u></b>
<b><u>Asian</u></b>	<b><u>5</u></b>
<b><u>American Indian</u></b>	<b><u>4</u></b>
<b><u>Hispanic</u></b>	<b><u>14</u></b>
<b><u>Bi-racial</u></b>	<b><u>20</u></b>
<b><u>Other</u></b>	<b><u>16</u></b>
<b><u>Total:</u></b>	<b><u>360</u></b>

**Military-connected youth:** **19**

**Members on Free/Reduced lunch:** **63%**

**Members from single-parent households:** **52%**

**Days open in 2018:** **176**





**BOYS & GIRLS CLUBS  
OF BAY COUNTY**

Administration Office  
P.O. Box 914  
Panama City, FL 32402  
Tel 850-573-5606

[www.bgcbayfl.org](http://www.bgcbayfl.org)

**Chief Executive Officer**  
Hank Hill

**2019 Officers**

**President**  
Arthur Cullen

**Past President**  
Patrick Ryan

**Vice Presidents**  
Jon Smiley – Resource Dev.  
Les McFatter – Operations  
Vickie Gainer – Marketing/Comm.

**Treasurer**  
Todd Brister

**Secretary**

**Board of Directors**

Michael Lovchuk  
Paul Casto  
Conssandra Ford  
Greg May  
Ryan Neves  
Sherri Reitmeyer  
Adam Albritton  
Representative Jay Trumbull  
Tonya Isbull  
Lee J Kinner  
Suzy Nadler  
Marcia Croom  
Mason Faggert  
Jimmy Barr  
Bill Dozier  
Jimy Thorpe  
Chris Walker  
Tricia Berry  
Teri Henry  
Ty Johnson

**Lifetime Board Members**

Bill Black  
Olivia Cooley  
Gary Nellis

To the Members of the Panama City Beach City Council,

2018 was a great year for the Frank Brown Park Boys & Girls Club! It was truly, once again, my pleasure to be the Director of this wonderful program. Every day, I had the opportunity to interact with some amazing residents of the “World’s Most Beautiful Beach” and they never failed to keep a smile on my face.

Our summer program was so much of a success that all spaces were filled within the first week of opening. Program participants were excited to be able to take part in field trips to many businesses on the beach. Club members would return to the club with a “new wrinkle in their brain” and could not wait to share the things they learned while also having fun.

The start of the 2018-2019 school year started with the Beach Redwings, the Beach Club’s team in the county-wide Boys & Girls Club hockey league, taking home 1<sup>st</sup> place and the ability to say that we had not lost a single game! The Beach Rangers were also well into a winning streak and were predicted to win the championship game had it not been for unforeseen circumstances with Hurricane Michael.

I am happy to report that only two weeks post Hurricane Michael, the Club was able to reopen and offer assistance to the members of our wonderful community who needed a safe space for their children while they returned to work. Many students who began attending after the storm loved the program so much that their parents enrolled them full time in our program and they are still with us today. This would not have been possible had it not been for the members of the Council who allowed the Club to reopen in a temporary location at the Lyndell Center. I would also like to recognize Jim Ponek for his efforts to get us back open in a temporary home and thank him for his help.

The Boys and Girls Club could not offer services without the generous contribution made by the Panama City Beach Council each year. We strive to be a positive place where young people can grow and learn together and become positive citizens of our community. On behalf of the Club and all of its members and parents, thank you for your support.

Best Regards,

Latina Reed  
Unit Director  
Frank Brown Park  
Boys & Girls Clubs of Bay County



United Way  
of Northwest Florida

**GREAT FUTURES START HERE.**

# CONSENT ITEM

1



# CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:  
ADMINISTRATION

2. MEETING DATE:  
April 11, 2019

3. REQUESTED MOTION/ACTION:  
Find these items as surplus and approve removal from the Master Audit List.

4. AGENDA

PRESENTATION  
PUBLIC HEARING  
CONSENT  
REGULAR

5. IS THIS ITEM BUDGETED (IF APPLICABLE)? YES  NO  N/A   
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED YES  NO  N/A

6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)

Quarterly, all departments are asked if any items are to be declared surplus and removed from the Master Audit List. These are the items eligible to be declared surplus for various reasons. Staff recommends they be declared surplus and removed from the Master Audit List.

City ID#	Year	Item	Serial Number	Dept.	Recommened Disposition	Notes	CC Mtg
77	2008	F-450	1FDXF46Y5833	Street	Sell at 2019 Auction	S-3	4/11/2019
1946	2002	F-250	1FTNF20L12ED	Street	Sell at 2019 Auction	S-7	4/11/2019
2467	2006	F-150	1FTRF12W37NA18874	Utilities	Sell at 2019 Auction	U-82	4/11/2019
1903	2004	F-150	1FTR12W44NC37449	Utilities	Sell at 2019 Auction	U-83	4/11/2019
299	2007	F-150	1FTRF14277KC	Stormwater	Sell at 2019 Auction	SW-1	4/11/2019

**CONSENT ITEM**

**2**



# CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

**1. DEPARTMENT MAKING REQUEST/NAME:**

Public Works/Kelly Jenkins

**2. MEETING DATE:**

04/11/2019

**3. REQUESTED MOTION/ACTION:**

Approve the purchase of three (3) vehicles for Public Works in the amount of \$99,046.

**4. AGENDA**

PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

**5. IS THIS ITEM BUDGETED (IF APPLICABLE)?** YES  NO  N/A   
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED YES  NO  N/A

**6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)**

Staff budgeted for two (2) F250 utility service vehicles and one (1) single cab F150. The street department will utilize one F250 and the F150 and the stormwater department will utilize the other F250. Staff advertised for bids of these vehicles and received two responses. Garber Ford Inc. was the lowest responsive bidder. The low bid for each F250 service vehicle is in the amount of \$35,884 and the single cab F150 is \$27,278 (see attached). This is a total amount of \$99,046 for all three vehicles.

These vehicles are currently budgeted and the proposed expenditures are within the appropriate budgets. Therefore, staff recommends purchasing these vehicles from Garber Ford Inc. in the amount of \$99,046.

**CITY OF PANAMA CITY BEACH  
 BID TABULATION  
 PUBLIC WORKS FLEET VEHICLES  
 April 1, 2019 2:45 P.M.**

BIDDER	ADDRESS	2019 F150 4 X 4	2019 UTILITY SERVICE VEHICLE
Garber Ford Inc.	3340 Hwy 17 Green Cove Springs, FL 32043	\$27,278	\$35,884 (2)
Bozard Ford	540 Outlet Mall Blvd. St. Augustine, FL 32084	\$27,996	\$35,996 (2)

**RESOLUTION 19-74**

**A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA APPROVING THE PURCHASE OF THREE VEHICLES FOR THE STREET AND STORMWATER DEPARTMENTS, FROM GARBER FORD, INC. IN THE TOTAL AMOUNT OF \$99,046; AND PROVIDING AN IMMEDIATELY EFFECTIVE DATE.**

**BE IT RESOLVED** that the appropriate officers of the City are authorized to accept and deliver on behalf of the City that certain Agreement between the City and Garber Ford, Inc. relating to the purchase of two F250 utility service vehicles (one each for the Street and Stormwater Departments) and one F150 single cab truck (for the Street Department), in the total amount of Ninety-Nine Thousand and Forty-Six Dollars (\$99,046.00), on substantially the terms and conditions of the quote attached and presented to the Council today, with such changes, insertions or omissions as may be approved by the City Manager and whose execution shall be conclusive evidence of such approval.

**THIS RESOLUTION** shall be effective immediately upon passage.

**PASSED** in regular session this \_\_\_\_ day of \_\_\_\_\_, 2019.

**CITY OF PANAMA CITY BEACH**

By: \_\_\_\_\_  
Mike Thomas, Mayor

**ATTEST:**

\_\_\_\_\_  
Mary Jan Bossert, City Clerk



PANAMA CITY BEACH



Unit Description 2019 FORD F150 F1E

Prepared for:  
 4/1/2019  
 PANAMA CITY BEACH  
 ATTN: JANINE THOMAS  
 850.233.5054  
 JTHOMAS@PCBGOV.COM

Prepared by:  
**Garber Ford Inc**  
 Todd Brandt  
 (904) 264-2442 ext.2348 FAX: (904) 284-0054  
 3340 Hwy 17 Green Cove Springs, FL 32043  
 tbrandt@garberautomall.com

		Unit Price	Net Price	Base Price
F1E 2019 FORD F150 REG CAB, SWB, 4X4, XL				\$22,353.00
Codes	Optional Equipment	Unit Price	Net Price	
100A	PREFERRED PACKAGE	0	\$0.00	
99P	2.7L ECOBOOST V6 ENGINE	995	\$995.00	
44G	10-SPEED AUTOMATIC TRANSMISSION	0	\$0.00	
YZ	SOLID EXTERIOR PAINT: OXFORD WHITE		\$0.00	
AG	VINYL 40/20/40 BENCH SEATS: MED EARTH GRAY	0	\$0.00	
XL9	3.55 ELECTRONIC LOCKING REAR AXLE	0	\$0.00	
18B	BLACK PLATFORM RUNNING BOARDS	250	\$250.00	
63T	TAILGATE STEP	375	\$375.00	
50S	CRUISE CONTROL	225	\$225.00	
85A	POWER EQUIPMENT GROUP	970	\$970.00	
		0	\$0.00	
942	DAYTIME RUNNING LIGHTS	45	\$45.00	
90L	MANUAL DRIVER LUMBAR	40	\$40.00	
413	SKID PLATE PACKAGE	160	\$160.00	
53A	HD TRAILER TOWING PACKAGE	595	\$595.00	
595	FOG LAMPS	140	\$140.00	
	COMPLETE TRUCK UNDERCOATING	685	\$685.00	
153	FRONT LICENSE PLATE BRACKET: NO CHARGE	0	\$0.00	
	REAR VIEW CAMERA IS STANDARD	0	\$0.00	
	LINEX PROFESSIONAL SPRAY IN BEDLINER	445	\$445.00	
		0	\$0.00	
		0	\$0.00	
		0	\$0.00	
	TEMP TAG AND DELIVERY	0	\$0.00	
		0	\$0.00	
		0	\$0.00	
		0	\$0.00	
TOTAL PURCHASE AMOUNT PER VEHICLE				\$ 27,278.00

CONSENT  
 AGENDA ITEM # 2

PANAMA CITY BEACH



Unit Description 2019 FORD F250 F2B

Prepared for: 2/27/2019 PANAMA CITY BEACH ATTN: JANINE THOMAS 850.233.5054 JTHOMAS@PCBGOV.COM

Prepared by: Garber Ford Inc Todd Brandt (904) 264-2442 ext.2348 FAX: (904) 284-0054 3340 Hwy 17 Green Cove Springs, FL 32043 tbrandt@garberautomall.com

		Unit Price	Net Price
2019 FORD F250 REG CAB, LWB, 4X4, XL			\$25,158.00
600A	PREFERRED PACKAGE	0	\$0.00
996	6.2L SOHC V8 ENGINE		\$0.00
44S	6-SPEED AUTOMATIC TRANSMISSION	0	\$0.00
Z1	SOLID EXTERIOR PAINT: OXFORD WHITE		\$0.00
AS	VINYL 40/20/40 BENCH SEATS: MED EARTH GRAY	0	\$0.00
X3E	3.73 ELECTRONIC LOCKING REAR AXLE	390	\$390.00
TBM	LT245/75R17E BSW A/T TIRES	165	\$165.00
63R	HD SERVICE PACKAGE FOR PICK UP BOX DELETE	125	\$125.00
66D	PICK UP BED DELETE	-569	(\$569.00)
41P	SKID PLATE PACKAGE	100	\$100.00
67E	EXTRA HD ALTERNATOR	85	\$85.00
52B	TRAILER BRAKE CONTROLLER	270	\$270.00
512	SPARE TIRE AND WHEEL	295	\$295.00
18B	BLACK PLATFORM RUNNING BOARDS	320	\$320.00
66S	UPFITTERS SWITCHES	165	\$165.00
		0	\$0.00
		0	\$0.00
90L	POWER EQUIPMENT GROUP	915	\$915.00
942	DAYTIME RUNNING LIGHTS	45	\$45.00
43C	110/400W OUTLET	175	\$175.00
		0	\$0.00
	COMPLETE TRUCK AND BODY UNDERCOATING	685	\$685.00
	KNAPHEIDE 8' SERVICE BODY W/ LINEX SPRAYED INSIDE, PINTLE HOOK/COMBO	7560	\$7,560.00
		0	\$0.00
		0	\$0.00
	TEMP TAG AND DELIVERY	0	\$0.00
		0	\$0.00
TOTAL PURCHASE AMOUNT PER VEHICLE			\$ 35,884.00

TOTAL X2 71768

CONSENT  
AGENDA ITEM # 2

**CONSENT ITEM**

**3**



# CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

**1. DEPARTMENT MAKING REQUEST/NAME:**

Public Works/Kelly Jenkins

**2. MEETING DATE:**

04/11/2019

**3. REQUESTED MOTION/ACTION:**

Approve the purchase of one (1) John Deere 310SL Loader Backhoe in the amount of \$82,093.25.

**4. AGENDA**

PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

**5. IS THIS ITEM BUDGETED (IF APPLICABLE)?** YES  NO  N/A   
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED YES  NO  N/A

**6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)**

Staff budgeted for a 310SL Backhoe Loader for the Stormwater Department. Staff advertised for this equipment and received two bids, but only one was responsive. The low responsive bid was from Dobbs Equipment, LLC in the amount of \$82,093.25 (see attached).

This Backhoe is currently budgeted and the proposed expenditures within the budget. Therefore, staff recommends purchasing this Loader Backhoe from Dobbs Equipment LLC in the total amount of \$82,093.25.

**CITY OF PANAMA CITY BEACH  
 BID TABULATION  
 PUBLIC WORKS EQUIPMENT  
 April 1, 2019 2:30 P.M.**

BIDDER	ADDRESS	310 TRACTOR	COMMENTS
Dobbs Equipment LLC	3005 Hanson St. Fort Myers, FL 33916	\$82,093.25	
Thomson Tractor Company, Inc.	4109 Cato Road Panama City, FL 32404	non-responsive	

**RESOLUTION 19-75**

**A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA APPROVING THE PURCHASE OF A LOADER BACKHOE, FROM DOBBS EQUIPMENT, LLC IN THE AMOUNT OF \$82,093.25.**

**BE IT RESOLVED** that the appropriate officers of the City are authorized to accept and deliver on behalf of the City that certain Agreement between the City and Dobbs Equipment, LLC for the purchase of a John Deere 310SL Loader Backhoe for the Stormwater Department, in the basic amount of Eighty-Two Thousand, Ninety-Three Dollars and Twenty-Five Cents (\$82,093.25), on substantially the terms and conditions of the quote attached and presented to the Council today, with such changes, insertions or omissions as may be approved by the City Manager and whose execution shall be conclusive evidence of such approval.

**THIS RESOLUTION** shall be effective immediately upon passage.

**PASSED** in regular session this \_\_\_\_ day of \_\_\_\_\_, 2019.

**CITY OF PANAMA CITY BEACH**

By: \_\_\_\_\_  
Mike Thomas, Mayor

**ATTEST:**

\_\_\_\_\_  
Mary Jan Bossert, City Clerk

**FLORIDA SHERIFFS ASSOCIATION**  
**FLORIDA ASSOCIATION OF COUNTIES**  
**2018-19 Contract for Vehicles and Equipment**  
**Contract Number FSA18-VEH16.0**  
**Spec #28 310SL Loader Backhoe**

Quote for: The City of Panama City Beach

Attn: Al Shortt

Dated: February 28, 2019

**Base Unit: John Deere 310SL Loader Backhoe Per FSA Spec #28** **\$71,865.00**

6020-1 Extendable Dipperstick- **\$5,492.00**

5285- Pilot Joystick Controls- **\$1,686.00**

NSOD- Fluid Sampling Ports- (This is a Non-Specified Option Discount which receives a 25% discount from list price which is \$201.00 less discount of \$50.25)

**\$ 150.75**

NSOD-7035 Loader Coupler with 1 Lever No Aux with RC- (This is a Non-Specified Option Discount which receives a 25% discount from list price which is \$6,646.00 less discount of \$1,661.50)

**\$4,984.50**

Coupler/Rail Pallet Forks **\$2,900.00**

**Total Contract Price** **\$82,093.25**

**\*\*\*\*All purchase orders are to be made payable to Dobbs Equipment, LLC,\*\*\*\***

3005 Hanson St. | Fort Myers, FL 33916 ph. 239.334.3627

**\*\*\*\*Beard Equipment Company are to be listed as delivering/servicing dealer on purchase orders\*\*\*\* Lead time 15-30 days from date of order.**

Bobby Buchanan

Sales Representative

850-257-3035 cell

Mobile, AL 36617  
2480 E. I-65 Svc. Rd. N  
251-456-1993

Pensacola, FL 32534  
3195 W. Nine Mile Rd.  
850-476-0277

Panama City, FL 32404  
4625 Hwy. 231 N.  
850-769-4844

Freeport, FL 32439  
33 Industrial Ct.  
850-835-3337

Tallahassee, FL 32304  
7566 W. Tennessee St.  
850-575-5600

Perry, FL 32348  
3033 US Hwy 27 E.  
850-584-9200

Jacksonville, FL 32216  
6870 Philips Hwy.  
904-296-5000

Lake City, FL 32025  
2578 SE Baya Dr.  
386-752-9544

CONSENT  
AGENDUM ITEM # 3  
386-325-6268

**REGULAR ITEM**

**1**





# CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

**1. DEPARTMENT MAKING REQUEST/NAME:**

Public Works (CRA), David O. Campbell

**2. MEETING DATE:**

4/11/2019

**3. REQUESTED MOTION/ACTION:**

Approve Dewberry Task Order 2019-03 to provide Professional Engineering Design, Survey, Permitting and Project Management Services for CRA Project Alf Coleman Road from Back Beach Road to Middle Beach Road.

**4. AGENDA**

PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

**5. IS THIS ITEM BUDGETED (IF APPLICABLE)  YES  NO**  
BUDGET AMENDMENT OR N/A

N/A

DETAILED BUDGET AMENDMENT ATTACHED  YES  NO

N/A

**6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)**

In accordance with the MASTER SERVICES AGREEMENT BETWEEN CITY OF PANAMA CITY BEACH AND DEWBERRY ENGINEERS, INC. RELATING TO PROFESSIONAL ENGINEERING DESIGN, SURVEY, PERMITTING AND CONSTRUCTION ADMINISTRATION SERVICES FOR FRONT BEACH ROAD REDEVELOPMENT PLAN PROJECT, dated June 28, 2018, staff requests approval of the attached Dewberry Task Order 2019-03 to provide Professional Engineering Design, Survey, Permitting and Project Management for CRA Project Alf Coleman Road from Back Beach Road to Middle Beach Road.

Generally, the project includes raising the roadway out of the floodplain according to the CRA Design Plans for Alf Coleman Rd and in conjunction with an FDOT currently funded safety project to design and install sidewalks and lighting from Back Beach Road to Middle Beach Road. Specifically, the task order includes project management, surveying, roadway analysis and design, floodplain mitigation, hydraulic analysis, road striping and signing, geotechnical engineering, and permitting. The amount of the Task Order is \$157,897.50.

Not only will this project raise the roadway to alleviate repetitive flooding, it will allow the FDOT sidewalk project to function safely out of the floodplain. It will further serve as phase I of the eventual 4-laning of CRA Alf Coleman Road by bringing the roadway to the proposed design elevation and by constructing the retention pond on City owned property to accommodate the ultimate build-out.

Funds for the design phase of this project (the subject of this task order) are available in the FY18-19 CRA Budget.

**RESOLUTION 19-76**

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING A TASK ORDER WITH DEWBERRY ENGINEERS, INC. FOR ENGINEERING DESIGN, SURVEY, PERMITTING AND CONSTRUCTION MANAGEMENT SERVICES FOR A SEGMENT OF ALF COLEMAN ROAD IN AN AMOUNT OF \$157,897.50.

**BE IT RESOLVED** by the City Council of the City of Panama City Beach that the appropriate officers of the City are authorized to accept and deliver on behalf of the City that certain Task Order 2019-03 to the June 28, 2018 Master Services Agreement between the City and Dewberry Engineers, Inc., relating to the engineering design, survey, permitting and construction management services for a segment of Alf Coleman Road, in an amount of One Hundred Thirty-Nine Thousand, Eight Hundred Ninety-Seven Dollars and Fifty Cents (\$139,897.50), in substantially the form attached and presented to the Council today, with such changes, insertions or omissions as may be approved by the City Manager and whose execution shall be conclusive evidence of such approval.

**THIS RESOLUTION** shall be effective immediately upon passage.

**PASSED** in special session this \_\_\_ day of \_\_\_\_\_, 2019.

**CITY OF PANAMA CITY BEACH**

By: \_\_\_\_\_  
Mike Thomas, Mayor

**ATTEST:**

\_\_\_\_\_  
Mary Jan Bossert, City Clerk

COMBINED TASK ORDER AND  
NOTICE TO PROCEED

TASK ORDER NO. 2019-03

DATE April 11, 2019

Reference is made to that certain AGREEMENT BETWEEN CITY OF PANAMA CITY BEACH AND DEWBERRY ENGINEERS, INC. PROFESSIONAL ENGINEERING DESIGN, SURVEY, PERMITTING AND CONSTRUCTION ADMINISTRATION FOR FRONT BEACH ROAD COMMUNITY REDEVELOPMENT PLAN PROJECT dated June 28, 2018 (the "Agreement"), the terms, conditions and definitions of which are incorporated herein as if set forth in full. Neither party is in breach of the Agreement.

Pursuant to the Agreement, Engineer agrees to perform the specific tasks set forth upon incorporated Attachment A, Scope of Services, relating to **Alf Coleman Road from SR 392A (middle Beach Road) to SR 30A/US 98 (Back Beach Road)**.

Engineer's total compensation shall be (check one):

X a stipulated sum of \$157,897.50.

       a stipulated sum of \$                                  plus one or more specified allowances listed below which may be authorized in writing by the City Manager or his designee,

Allowance of \$                          for                                                 , and

Allowance of \$                          for                                                 ; or

       a fee determined on a time-involved basis with a maximum cost of \$                                 , as set forth upon incorporated Attachment B, Fee Breakdown, and shall be paid in monthly installments as specified in the Agreement.

Work shall begin on April 12, 2019, and shall be completed within 172 calendar days. The date of completion of all work is therefore October 1, 2019. Liquidated delay damages, if any, are set at the rate of \$ 0.00 per day. There are no additional rights and obligations related to this Task Order other than as specified in the Agreement.

Upon execution of this task order by both Engineer and City, Engineer is directed to proceed.

IN WITNESS WHEREOF the parties have caused these presents to be executed in their names on the date shown.

Witness:

DEWBERRY ENGINEERS, INC.

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Clifford D. Wilson III, PE, Vice President

CITY OF PANAMA CITY BEACH, FLA.

ATTEST:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
City Manager

\_\_\_\_\_  
City Clerk

AGENDA ITEM # 1

**CITY OF PANAMA CITY BEACH  
MASTER SERVICES AGREEMENT**

**Professional Engineering Design, Survey, Permitting and Construction Administration Services for Front Beach Road Community Redevelopment Plan Project**

**TASK ORDER 2019-03**

This Task Order is for the purpose of Dewberry Engineers, Inc. as the Engineer to provide professional services for the **Alf Coleman Road from SR 392A (Middle Beach Road) to SR 30A/US 98 (Back Beach Road)** to the City of Panama City Beach (City) acting by and through its Council. This scope of services is to design and prepare contract documents for raising the profile grade for a portion of approximately 2,200 LF of Alf Coleman Road between SR 392A (Middle Beach Road) to SR 30A/US 98 (Back Beach Road). The improvements consist of the following items, which were identified by City of Panama City Beach staff.

- Design to raise roadway centerline approximately 2.5 FT between the vicinity of Emerald Beach Church of Christ driveway to north of CVS driveway (approximately 2,200 LF)
- Include replacement of the two existing cross drains that may be currently under-sized (modeling and pipe size analysis to be provided by Gemini Engineering and Sciences, Inc.)
- Provide alternative analysis and cost estimating for both closed and open conveyance for roadway and offsite drainage systems
- Design of a floodplain compensation pond (located on City property adjacent to roadway corridor)
- Provide necessary geotechnical testing and evaluation for roadway, cross drains and pond design

Dewberry Engineers, Inc. understands the City is requesting professional services to complete the survey and design requirements of the above referenced project. In addition, consultant shall provide the Plans and Specifications Package necessary to construct this project as a "goes with" to FDOT's sidewalk and lighting project. It is anticipated construction will be procured through a Class 4 contract (LAP Agency constructing the project has yet to determined).

**SCOPE OF SERVICES AND FEE SCHEDULE**

**1.0 PROJECT GENERAL AND COMMON TASKS**

1. Provide project oversight and coordination between the design team and plans review submittals with the City of Panama City Beach, Department Project Manager, District Safety Manager and the District Design Office.
2. Two Field reviews will be conducted; one initial review and one prior to the final plans submitted.
3. Public involvement efforts have not been included in this task and scope of services.
4. Coordination with design team and sub consultants through the project survey and design phase
5. Provide monthly updates to City staff to discuss milestone reviews and project updates.

**2.0 ROADWAY ANALYSIS**

1. Design and preparation of contract plans and documents for adjusting the profile grade of Alf Coleman Road for approximately 2,200 LF.
2. Improvements will consist of roadway reconstruction, front and backslope modifications, the potential inclusion of gravity walls, curb and gutter and sidewalk modifications.
3. Analysis of guardrail to be included in areas to avoid and minimize potential wetland impacts.
4. Temporary Traffic Control Plans (TTCP) will be developed as part of this task and will likely result in a road closure and detour.
5. Access to businesses will be maintained at all times and any necessary plans or onsite diversions will be included in the TTCP.
6. Other roadway analysis scope items include field review, cost estimates, coordination, QA/QC and meetings as needed.

**3.0 SURVEY**

1. Surveying services will be performed under this task to obtain additional topographic information for the City owned parcel to be utilized as flood plain compensation.
2. No boundary survey or title searches are included as part of this work effort.
3. Topographic information shall be used to supplement existing survey data.

#### **4.0 DRAINAGE ANALYSIS**

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1. Majority of the project lies with FEMA Flood Zone AE (Elevation = 16') and it is assumed that "cup for cup" floodplain compensation will be required for any impacts to floodplain volume. Its anticipated roadway and offsite drainage conveyance will be captured by either open or closed conveyance depending on initial design and cost analysis.
2. Drainage will be conveyed to a new floodplain compensation facility located on City property. It is not the intent of this facility to provide any water quality treatment and to provide only floodplain compensation. Work under this task includes the design and analysis of the roadway conveyance to accommodate profile adjustment, design of the floodplain compensation pond (cup for cup analysis) and any inlet or spread capacity analysis that may be required.
3. Upgrades to the existing cross drains and sizing information are to be designed by Gemini Engineering and Sciences, Inc. Hydraulic calculations, model results and narratives needed for the sizing of the pipes is to be delivered signed and sealed by a Professional Engineer registered in the State of Florida and will likely be included in subsequent permit documents. Additionally, Dewberry will utilize Gemini Engineering and Sciences, Inc. to update the regional model for this basin and provide any necessary data to assist with permitting.
4. Other drainage scope items include field review, coordination, QA/QC and meetings.

#### **5.0 UTILITIES**

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1. Work under this task includes efforts to coordinate with City of Panama City Utilities regarding all utility projects in the project area and avoid potential utility conflicts as a result of the roadway and sidewalk work performed under this task order.
2. Other utility scope items includes coordination with City staff, other consultants and contractors as needed.

#### **6.0 ENVIRONMENTAL PERMITTING**

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1. Work performed under this task will includes coordination and permitting for the anticipated roadway and sidewalk improvements. It is anticipated that dredge and fill permitting will be required along with a NFWFMD Environmental Resource Program (ERP) or Noticed General Permit.

#### **7.0 SIGNING AND PAVEMENT MARKING ANALYSIS**

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1. Work performed under this task will include the design, details, and quantities associated with signing and pavement markings for this project and will be provided in the Roadway Plans. No component Signing and Marking Plans will be provided.
2. Other signing and pavement marking scope items include field review, coordination, QA/QC and meetings.

#### **8.0 GEOTECHNICAL SERVICES**

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1. Work performed under this task will include the geotechnical analysis and deliverables for analyzing the additional loading from profile grade changes to the existing roadway soils. In addition, this task will include the geotechnical analysis and deliverables for the two (2) proposed culvert replacements. The following scope of services is proposed for this effort
  - a) Installation of 2-20 feet deep SPT soil boring in the roadway
  - b) Laboratory testing to identify soil composition and soil strength properties
2. Submittal of a Geotechnical Report including:
  - a) Results of the field investigation;
  - b) Results of the laboratory testing;
  - c) Construction considerations.
3. Other geotechnical scope items include field work, lab testing, coordination, QA/QC and meetings.

#### **9.0 CONTRACT DOCUMENTS**

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1. The contract documents are anticipated to include the following and shall be prepared according to the FDOT Design Manual, Standard Plans, Highway Safety Manual and the MUTCD:
  - a) Roadway Plans
  - b) Specifications Package

**AGENDA ITEM #**

**1**

**10.0 DELIVERABLES**

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1. The consultant shall provide the following deliverables associated with the Task Order:
  - a) 60% plans and cost estimate for review, comment and approval.
  - b) 90% plans and cost estimate for review, comment and approval.
  - c) 100% plans and cost estimate for review, comment and approval.
  - d) Final plans, Specifications and cost estimate for review comment and final approval.
2. The consultants work estimate and fee proposal shall include the time required for completion of the project. Construction plans will be prepared in English Units.

**EXCLUSIONS**

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1. Permit application fees (state and federal agencies)
2. Construction Engineering Inspection Services (CEI)
3. Legal review services for right of way acquisition
4. Pavement Design (City or Designee)
5. Wetlands Mitigation (If Required)
6. Obtaining any Temporary Construction Easements or Rights of Entry (City or Designee)

**FEE ESTIMATE**

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**Professional Services Fees** **\$157,897.50**

IN WITNESS WHEREOF, the parties hereto have caused this Task Order to be executed by their undersigned officials as duly authorized.

**Dewberry Engineers, Inc.**  
203 Aberdeen Parkway  
Panama City, Florida 32405

**CITY OF PANAMA CITY BEACH, FLORIDA**  
110 S. Arnold Road  
Panama City Beach, Florida 32413

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Clifford D. Wilson III, PE.

Name: Mario Gisbert

Title: Vice President

Title: City Manager

Witnessed: \_\_\_\_\_

Witnessed: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**REGULAR ITEM**

**2**



## CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

**1. DEPARTMENT MAKING REQUEST/NAME:**

Panama City Beach Police Department

**2. MEETING DATE:**

April 11, 2019

**3. REQUESTED MOTION/ACTION:**

We respectfully request the Council's approval for the purchase of one (1) Ford Explorer Police Interceptors at a cost of \$32,835.00 from Bozard Ford.

**4. AGENDA**

PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

**5. IS THIS ITEM BUDGETED (IF APPLICABLE)?** YES  NO  N/A   
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED YES  NO  N/A

**6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)**

We respectfully request the Council's approval to purchase one (1) Ford Explorer Police Interceptor from Bozard Ford at a cost of \$32,835.00. This purchase will allow us to replace a vehicle which was totaled in an accident in which the value has been recovered from an insurance claim.



**RESOLUTION 19-77**

**A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA APPROVING THE PURCHASE OF A FORD INTERCEPTOR FROM BOZARD FORD IN THE AMOUNT OF \$32,835; AND AUTHORIZING A BUDGET AMENDMENT TO REFLECT THE RECEIPT AND EXPENDITURE OF FUNDS FOR THIS PURCHASE.**

**BE IT RESOLVED** by the City of Panama City Beach, Florida that:

1. The appropriate officers of the City are authorized to execute and deliver on behalf of the City that certain Agreement between the City and Bozard Ford relating to the purchase of a Ford Explorer Police Interceptor for the Police Department, in the amount of Thirty-Two Thousand, Eight Hundred, Thirty-Five Dollars (\$32,835.00), on substantially the terms and conditions set forth in the quote attached hereto as Exhibit A and presented to the Council today, with such changes, insertions or omissions as may be approved by the City Manager, whose execution of such agreement shall be conclusive evidence of such approval.
2. The following budget amendment (#22) is adopted for the City of Panama City Beach, Florida, for the fiscal year beginning October 1, 2018, and ending September 30, 2019, as shown in and in accordance with the attached and incorporated Exhibit B, to reflect the receipt and expenditure for the purposes stated herein.
3. This Resolution shall take effect immediately upon passage.

PASSED, APPROVED AND ADOPTED at the regular meeting of the City Council of the City of Panama City Beach, Florida, this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

**CITY OF PANAMA CITY BEACH**

By: \_\_\_\_\_  
Mike Thomas, Mayor

**ATTEST:**

\_\_\_\_\_  
Mary Jan Bossert, City Clerk

# BOZARD

10/25/2018  
CAPTAIN WAYNE MADDOX  
PANAMA CITY BEACH



Exterior Vehicle	Emergency Lights			Passenger Side	Driver Side
WHITE	Color		Lights		
Interior Vehicle Color	Color		Lens		
<b>Description</b>					<b>Price</b>
2020 FORD	2020 FORD SUV POLICE INTERDEPTORS (K8A)				<b>\$34,826.00</b>
99B	3.3L V6 DIRECT INJECTION ENG				-\$2,600.00
44B	10 SPEED AUTO				INC
51R	DRIVER SIDE SPOTLIGHT				INC
55R	KEYLESS ENTRY				INC
17A	AUXILIARY AIR COND				\$609.00
					<b>\$32,835.00 EACH</b>

All Vehicles will be ordered **WHITE** unless agency choose a different color

**Approved**

\_\_\_\_\_ Please return quote along with purchase order

*Joe Windrow*

Fleet Sales  
850-776-5294 Cell

540 Outlet Mall Blvd\* St. Augustine, FL 32084\* Telephone (904)824-1641\* [www.BOZARDFORD.com](http://www.BOZARDFORD.com)

**CITY OF PANAMA CITY BEACH  
BUDGET TRANSFER FORM BF-10**

No. BA # 22

FUND	GENERAL	ACCOUNT DESCRIPTION	APPROVED BUDGET	BUDGET ADJUSTMENT	NEW BUDGET BALANCE
TO	001-2101-521.64-20	Machinery and Equipment	799,800.00	32,850.00	832,650.00
TO	001-0000-364.20-00	Gain on Asset Disposal	0.00	(30,815.00)	(30,815.00)
FROM	001-8100-999.96-00	Reserves Available for Expenditures	3,412,144.00	(2,035.00)	3,410,109.00
			0.00	0.00	0.00
			0.00	0.00	0.00
			0.00	0.00	0.00
		Check Adjustment Totals:	4,211,944.00	0.00	4,211,944.00

BRIEF JUSTIFICATION FOR BUDGET ADJUSTMENT:

To appropriate funds for the purchase of a new Ford Explorer Police Interceptor to replace a vehicle totalled in an accident. The bulk of the purchase is to be funded with the proceeds received from insurance on the totalled vehicle with a slight shortfall to be funded from available reserves.

ROUTING FOR APPROVAL

\_\_\_\_\_ DEPARTMENT HEAD \_\_\_\_\_ DATE \_\_\_\_\_ CITY MANAGER \_\_\_\_\_ DATE  
 \_\_\_\_\_ FINANCE DIRECTOR \_\_\_\_\_ DATE

EXHIBIT B

AGENDA ITEM # 2

**REGULAR ITEM**

**3**



# CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:  
Panama City Beach Police Department

2. MEETING DATE:  
April 11, 2019

3. REQUESTED MOTION/ACTION:  
We respectfully request approval of Law Enforcement Trust Funds to send one (1) police officer to a six (6) week K-9 patrol handler course May 6th - June 14, 2019 at a cost of \$3600.00

4. AGENDA  
PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

5. IS THIS ITEM BUDGETED (IF APPLICABLE)? Yes  No  N/A   
BUDGET AMENDMENT OR N/A  
  
DETAILED BUDGET AMENDMENT ATTACHED Yes  No  N/A

6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)  
We respectfully request approval of Law Enforcement Trust Funds to send one (1) police officer to a six (6) week K-9 patrol handler course May 6th - June 14, 2019 at a cost of \$3600.00. The school is located at Southern Coast K9 in New Smyrna Beach, Fl. The completion of this course will provide the community and department with a certified K9 officer.

**LETF RESOLUTION 19-78**

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, SITTING AS THE LAW ENFORCEMENT TRUST BOARD; AUTHORIZING EXPENDITURES FROM THE LAW ENFORCEMENT TRUST FUND FOR K-9 HANDLER TRAINING COURSE FOR ONE OFFICER; AND PROVIDING AN IMMEDIATELY EFFECTIVE DATE.

**WHEREAS**, the Law Enforcement Trust Fund is a special fund that can only be used for purposes designated by Section 932.7055(5)(a), Florida Statutes, such as crime prevention, safe neighborhoods, protracted investigations, technical equipment and community relations programs; and

**WHEREAS**, after July 1, 1992, and during every fiscal year thereafter, any local law enforcement agency that acquires at least \$15,000 pursuant to the Florida Contraband Forfeiture Act within a fiscal year must expend or donate no less than 25% of such proceeds for the support or operation of any drug treatment, drug abuse education, drug prevention, safe neighborhood, or school resource officer programs; and

**WHEREAS**, the police department recommends a portion of the funds be appropriated for law enforcement purposes related to providing additional expertise to the City’s police department by certifying a city officer as a K9 handler; and

**WHEREAS**, the City Council finds that this expenditure satisfies the statutory requirements for use of Law Enforcement Trust Funds, and approves the expenditure of those funds for the requested purpose.

**BE IT RESOLVED** by the City Council of the City of Panama City Beach, sitting as the Law Enforcement Trust Board, that the appropriate officers of the City are authorized to use Law Enforcement Trust Funds for a six week K-9 patrol handler course provided by Southern Coast K9, Incorporated, in the amount of Three Thousand, Six Hundred Dollars (\$3,600.00), on substantially the terms and specifications of the proposal attached and presented to the Council today, draft dated March 26, 2019, with such changes, insertions or omissions as may be approved by the City Manager, whose execution of such agreement shall be conclusive evidence of such approval.

**THIS RESOLUTION** shall be effective immediately upon passage.

**PASSED, APPROVED AND ADOPTED** in regular session this \_\_\_ day of April, \_\_\_\_\_ 2019.

**CITY OF PANAMA CITY BEACH**

By: \_\_\_\_\_  
Mike Thomas, Mayor

**ATTEST:**

\_\_\_\_\_  
Mary Jan Bossert, City Clerk

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**INVOICE 2019-049PH**

Date: 3/26/2019

To: Panama City Police Department  
Attn: Lt. Wright  
1209 E.15th Street  
Panama City, Florida 32405  
E: [jwright@beachpolice.org](mailto:jwright@beachpolice.org)  
P: 850.249.8104

Six Week Patrol Handler Course ..... \$3,600.00  
Course Dates: May 6 – June 14, 2019

**PAYMENT TERMS – Payment due by first day of course – May 6, 2019. All payments are to be made to Southern Coast K9 690 Meta Lane, New Smyrna Beach, FL 32168.**

**AGENDA ITEM # 3**