



City of Pensacola

Agenda Conference

Agenda

Monday, July 17, 2023, 3:30 PM

Council Chambers, 1st Floor

The meeting can be watched via live stream at cityofpensacola.com/video.

ROLL CALL

PRESENTATION ITEMS

1. [23-00544](#) PRESENTATION - PUBLIC WORKS DIRECTOR AMY TOOTLE - PROVIDING AN UPDATE ON THE CITY HALL STRUCTURAL ANALYSIS RESULTS

Recommendation: That City Council receive a presentation from Public Works Director Amy Tootle, providing an update on the City Hall Structural Analysis results.

Sponsors: D.C. Reeves

REVIEW OF CONSENT AGENDA ITEMS

2. [23-00442](#) AWARD OF BID NO. 23-025 BAYVIEW PARK DRAINAGE IMPROVEMENTS AND REPAIRS PROJECT

Recommendation: That City Council approve Award of Bid No. 23-025 Bayview Park Drainage Improvements and Repairs project to C.W. Roberts, Inc., of Pensacola, Florida, the lowest and most responsible bidder with a base bid of \$107,535.00 plus a 10% contingency in the amount of \$10,753.50 for a total amount of \$118,288.50. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this contract and complete the work, consistent with the bid, contracting documents, and the Mayor's Executive Powers as granted in the City Charter.

Sponsors: D.C. Reeves

Attachments: [Bid Tabulation, Bid No. 23-025](#)
[Final Vendor Reference List, Bid No. 23-025](#)
[Project Location Map](#)

3. [23-00475](#) PENSACOLA ENERGY - AWARD OF BID NO. 23-017 NATURAL GAS PIPELINE REPLACEMENT AT REGULATOR STATION 2

Recommendation: That City Council approve the contract for Bid No. 23-017 to Miller Pipeline, LLC, the lowest and best responsible bidder, for a base price of \$226,975 plus 10% contingency in the amount of \$22,698 for a total contract price of \$249,673. Further, that City Council authorize the Mayor to take all actions necessary to execute and administer this contract and complete this work, consistent with the bid, contracting documents, and the Mayor's Executive Powers as granted in the City Charter.

Sponsors: D.C. Reeves

Attachments: [ITB 23-017 - Tabulation of Bids](#)
 [Contract - ITB 23-017 - Miller Pipeline, LLC](#)

4. [23-00496](#) AWARD OF BID # 23-026: 2023 SIDEWALK PROJECT PHASE 3

Recommendation: That City Council award this contract to Site and Utility, LLC of Pensacola, Florida, the lowest and best responsible bidder with a base bid of \$114,981.00, plus a 10% contingency in the amount of \$11,498.10 for the total amount of \$126,479.10. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this contract and complete the work, consistent with the bid, contracting documents, and the Mayor's Executive Powers as granted in the City Charter.

Sponsors: D.C. Reeves

Attachments: [Bid Tabulation, Bid # 23-026](#)
 [Project Limits Map](#)
 [Final Vendor Reference List, Bid # 23-026](#)

5. [23-00497](#) AWARD OF CONTRACT - RFQ NO. 23-019 LAND DEVELOPMENT CODE (LDC) ASSESSMENT AND RECOMMENDATIONS
- Recommendation:* That City Council award a contract to Inspire Placemaking Collective, Inc. to complete an assessment and provide recommendations for a potential update or re-write of the Land Development Code (LDC). Further, that City Council authorize the Mayor to take actions necessary to negotiate, execute and administer this contract, including the renewal options for a Phase II rewrite of the LDC consistent with the Mayor's Executive Powers as granted in the City Charter.
- Sponsors:* D.C. Reeves
- Attachments:* [Tabulation of Qualifications](#)
 [Selection Committee Scoring Matrix](#)
 [Selection Committee Oral Presentations Ranking](#)
 [Final Vendor Reference List](#)
6. [23-00548](#) AWARD OF ARCHITECTURAL AND ENGINEERING DESIGN SERVICES FOR PASSENGER TERMINAL FACILITY EXPANSION AT PENSACOLA INTERNATIONAL AIRPORT
- Recommendation:* That City Council award a contract to EXP U.S. Services, Inc. for professional engineering and architectural services related to passenger terminal facility expansion at the Pensacola International Airport requested through RFQ #23-016. Further, that Council authorizes the Mayor take the actions necessary to negotiate, execute, and administer the necessary contract as specified RFQ #23-016, consistent with the terms of the contract and the Mayor's Executive Powers as granted in the City Charter.
- Sponsors:* D.C. Reeves
- Attachments:* [Tabulation of Respondents to RFQ No. 23-016](#)
 [Selection Committee Scoring Matrix](#)
 [Vendor Reference List](#)

7. [23-00494](#) CITY OF PENSACOLA FY 2023-2024 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ANNUAL ACTION PLAN
- Recommendation:** That City Council approve the FY 2023-2024 CDBG Annual Action Plan for the period October 1, 2023 through September 30, 2024 for submission to U. S. Department of Housing and Urban Development. Further, that City Council approve the City of Pensacola 2023-2024 CDBG program Proposed Budget and Activities Summary. Finally, that City Council authorize the Mayor to execute all documents relating to the plan's submission and program's administration.
- Sponsors:** D.C. Reeves
- Attachments:** [CDBG FY23-24 Annual Action Plan](#)
[CDBG FY23-24 Proposed Budget and Activities](#)
8. [23-00471](#) DISCRETIONARY FUNDING ALLOCATION - CITY COUNCIL MEMBER ALLISON PATTON - DISTRICT 6
- Recommendation:** That City Council approve funding of \$350 to the Veterans Memorial Park Foundation, \$500 to the UWF Foundation, \$1,000 to Bluffline, Inc., \$500 for Gallery Night Pensacola, Inc and \$500 for Harmonic Learning Advantage Outreach from the City Council Discretionary Funds for District 6.
- Sponsors:** Allison Patton
9. [23-00477](#) DISCRETIONARY FUNDING ALLOCATION - CITY COUNCIL MEMBER JARED MOORE - DISTRICT 4
- Recommendation:** That City Council approve funding of \$2,500 for Valerie's House and \$1,000 for Harmonic Learning Advantage Outreach from the City Council Discretionary Funds for District 4.
- Sponsors:** Jared Moore
10. [23-00486](#) DISCRETIONARY FUNDING ALLOCATION - CITY COUNCIL PRESIDENT DELARIAN WIGGINS - DISTRICT 7
- Recommendation:** That City Council approve funding of \$600 for Transitioning Thru Trauma to Triumph, \$1,500 for My Brothers and Sisters,\$500 for Harmonic Learning Advantage Outreach and \$500 for The Pensacola Alumni Chapter of Kappa Alpha Psi from the City Council Discretionary Funds for District 7.
- Sponsors:** Delarian Wiggins

11. [23-00518](#) MAYORAL APPOINTMENT - DOWNTOWN IMPROVEMENT BOARD (DIB)
- Recommendation:** That City Council affirm the Mayor's appointment of William L. Merrill to the Downtown Improvement Board (DIB) for a term of three (3) years expiring June 30, 2026.
- Sponsors:** D.C. Reeves
- Attachments:** [Application of Interest - William Merrill](#)
[Resume - William Merrill](#)
12. [23-00523](#) APPOINTMENT - ZONING BOARD OF ADJUSTMENT
- Recommendation:** That City Council appoint a resident or property owner of the City, to the Zoning Board of Adjustment for a term of three (3) years, expiring July 14, 2026.
- Sponsors:** Delarian Wiggins
- Attachments:** [Member List](#)
[Nomination Form - Kirwan Price](#)
[Application of Interest - Kirwan Price.pdf](#)
[Ballot](#)

REVIEW OF REGULAR AGENDA ITEMS (Sponsor)

13. [23-00500](#) PUBLIC HEARING: PROPOSED AMENDMENT TO THE LAND DEVELOPMENT CODE - ESTABLISHING FOOD TRUCK COURTS AS A PERMITTED LAND USE ALLOWED IN SPECIFIED ZONING DISTRICTS
- Recommendation:** That City Council conduct the second of two required public hearings on July 20, 2023 to consider proposed amendments to the Land Development Code pertaining to the creation of "Food Truck Courts" as a permitted land use, and allowing this new land use in specified zoning districts.
- Sponsors:** D.C. Reeves
- Attachments:** [Planning Board Minutes - May 9 2023](#)
[Proposed Ordinance No. 12-23](#)
[Proposed Ordinance No. 13-23](#)

14. [12-23](#) PROPOSED ORDINANCE NO. 12-23 - PROPOSED AMENDMENT TO THE LAND DEVELOPMENT CODE - ESTABLISHING FOOD TRUCK COURTS AS A PERMITTED LAND USE ALLOWED IN SPECIFIED ZONING DISTRICTS

Recommendation: That City Council adopt Proposed Ordinance No. 12-23 on first reading.

AN ORDINANCE CREATING SECTION 12-3-95 OF THE CODE OF THE CITY OF PENSACOLA, FLORIDA; ESTABLISHING FOOD TRUCK COURTS AS A PERMITTED LAND USE; PROVIDING FOR SEVERABILITY; REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Sponsors: D.C. Reeves

Attachments: [Proposed Ordinance No 12-23](#)
[Planning Board Minutes - May 9 2023](#)

15. [13-23](#) PROPOSED ORDINANCE NO. 13-23 - PROPOSED AMENDMENT TO THE LAND DEVELOPMENT CODE - ESTABLISHING FOOD TRUCK COURTS AS A PERMITTED LAND USE ALLOWED IN SPECIFIED ZONING DISTRICTS

Recommendation: City Council approve Proposed Ordinance No. 13-23 on first reading.

AN ORDINANCE AMENDING SECTIONS 12-3-8, 12-3-10, AND 12-3-12 OF THE CODE OF THE CITY OF PENSACOLA, FLORIDA; ESTABLISHING FOOD TRUCK COURTS AS LAND USE CATEGORY; PROVIDING FOR SEVERABILITY; REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE PROPOSED AMENDMENT TO THE LAND DEVELOPMENT CODE - ESTABLISHING FOOD TRUCK COURTS AS A PERMITTED LAND USE ALLOWED IN SPECIFIED ZONING DISTRICTS.

Sponsors: D.C. Reeves

Attachments: [Proposed Ordinance No 13-23](#)
[Planning Board Minutes - May 9 2023](#)

16. [23-00492](#) PUBLIC HEARING: REQUEST FOR ZONING MAP AMENDMENT - 3805 AND 3807 NORTH 10TH AVENUE
- Recommendation:** That City Council conduct a Public Hearing on July 20, 2023, to consider the request to amend the Zoning Map for 3805 and 3807 North 10th Avenue.
- Sponsors:** D.C. Reeves
- Attachments:** [Planning Board Rezoning Application](#)
[Planning Board Minutes June 13th, 2023 - DRAFT](#)
[Table 12-3.2. Regulations For The Medium Density Residential Zoning](#)
[Current and Proposed Zoning Maps](#)
[Proposed Ordinance No. 16-23](#)
17. [16-23](#) PROPOSED ORDINANCE NO. 16-23 - REQUEST FOR ZONING MAP AMENDMENT - 3805 AND 3807 NORTH 10TH AVENUE
- Recommendation:** That City Council approve Proposed Ordinance No. 16-23 on first reading.
- AN ORDINANCE AMENDING THE ZONING CLASSIFICATION FOR CERTAIN PROPERTY PURSUANT TO AND CONSISTENT WITH THE COMPREHENSIVE PLAN OF THE CITY OF PENSACOLA, FLORIDA; AMENDING THE ZONING MAP OF THE CITY OF PENSACOLA; REPEALING CLAUSE AND EFFECTIVE DATE.
- Sponsors:** D.C. Reeves
- Attachments:** [Proposed Ordinance No. 16-23](#)
[Planning Board Rezoning Application](#)
[Planning Board Minutes June 13th, 2023 - DRAFT](#)
[Table 12-3.2 Regulations For The Medium Density Residential Zoning](#)
[Current and Proposed Zoning Maps](#)
18. [23-00491](#) QUASI-JUDICIAL HEARING - REQUEST FOR A CONDITIONAL USE PERMIT - FORMER AUTO REPAIR BUSINESS - 23 WEST CERVANTES STREET
- Recommendation:** That City Council conduct a Quasi-Judicial Hearing on July 20, 2023 to consider the request for a Conditional Use Permit to convert the existing structure at 23 West Cervantes Street into a restaurant.
- Sponsors:** D.C. Reeves
- Attachments:** [23 West Cervantes Street - Conditional Use Application](#)
[Planning Board Minutes June 13 2023 DRAFT](#)
[Sec.12-3-107. Conditional Use Permit](#)

19. [23-00495](#) TENTATIVE MILLAGE RATE - FISCAL YEAR 2024

Recommendation: That City Council set the tentative Fiscal Year 2024 millage rate for the City of Pensacola at 4.2895 mills and for the Downtown Improvement District at 2.0000 mills and authorize the Mayor to set final levies in compliance with all property tax reform regulations. Further, that the Mayor may administratively adjust the final adopted millage rate upon receipt of the final valuation if the City's final current year gross taxable value is reduced by more than 1%. Finally, that the first public hearing on the Fiscal Year 2024 millage rates be held on September 6, 2023, at 5:30 p.m. in Council Chambers.

Sponsors: D.C. Reeves

Attachments: [Fiscal Year 2024 Taxable Value Estimates](#)

20. [23-00537](#) MEMORANDUM OF AGREEMENT RELATED TO THE CHAPPIE JAMES FLIGHT ACADEMY AND MUSEUM BUILDING EXPANSION PROJECT

Recommendation: That City Council approve the memorandum of agreement between and among the City of Pensacola, Chappie James Museum of Pensacola, Inc., and General Daniel "Chappie" James Flight Academy, Inc. to store classroom and office equipment purchased by the Flight Academy at a climate-controlled City facility during the construction period of the Flight Academy and Museum building expansion project. Additionally, the City agrees to make the Chappie James Flight Academy financially whole in the sum of \$125,158.44 in the event the expansion project fails to take place.

Sponsors: D.C. Reeves

Attachments: [MOA Flight Academy Storage](#)
 [Attachment B - Chappie James Flight Equipment](#)

21. [23-00435](#) APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH CDAC, BEHAVIORAL HEALTHCARE, INC., FOR AN AFTER-SCHOOL ENRICHMENT PROGRAM

Recommendation: That the City council approve a Memorandum of Understanding between City of Pensacola and CDAC, Behavioral Healthcare, Inc. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this memorandum of understanding, consistent with the terms of the agreement and the Mayor's Executive Powers as granted in the City Charter.

Sponsors: D.C. Reeves

Attachments: [MOU - CDAC Behavioral Healthcare, Inc.](#)

22. [2023-048](#) SUPPLEMENTAL BUDGET RESOLUTION NO. 2023-048 - LAW ENFORCEMENT TRUST FUND (LETF) PURCHASE FOR THE PENSACOLA HIGH SCHOOL FOOTBALL BOOSTERS CLUB, INC.

Recommendation: That the City Council adopt Supplemental Budget Resolution No. 2023-048.

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2023; PROVIDING FOR AN EFFECTIVE DATE.

Sponsors: D.C. Reeves

Attachments: [Supplemental Budget Resolution No. 2023-048](#)
 [Supplemental Budget Explanation No. 2023-048](#)
 [Letter of Certification](#)

23. [15-23](#) PROPOSED ORDINANCE NO. 15-23 AMENDING SECTION 9-6-2 ALLOWING CITY COUNCIL MEMBERS THE ABILITY TO PARTICIPATE IN THE CITY SPONSORED INSURANCE PROGRAMS

Recommendation: That City Council approve Proposed Ordinance No. 15-23 on first reading:

AN ORDINANCE AMENDING SECTION 9-6-2 OF THE CODE OF THE CITY OF PENSACOLA, FLORIDA; ADDING CITY COUNCIL MEMBERS AS OPTIONAL PARTICIPANTS INSURED IN ANY PLAN OF GROUP HEALTH, DENTAL, LIFE OR OTHER INSURANCE; REMOVING CLAUSE REQUIRING CITY COUNCIL MEMBERS TO PAY 100 PERCENT OF THE HEALTH AND DENTAL INSURANCE PREMIUMS AND EXCLUDING MEMBERS FROM ANY OTHER CITY GROUP BENEFITS; PROVIDING FOR SEVERABILITY; REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Sponsors: D.C. Reeves

Attachments: [Proposed Ordinance No. 15-23](#)

24. [14-23](#) PROPOSED ORDINANCE NO. 14-23, REPEALING ORDINANCE NO. 38-14, HEREBY ABOLISHING THE INTERNATIONAL RELATIONS ADVISORY BOARD

Recommendation: That City Council adopt Proposed Ordinance No. 14-23 on second reading:

 AN ORDINANCE REPEALING ORDINANCE NO. 38-14 OF THE CITY OF PENSACOLA, FLORIDA IN ITS ENTIRETY, ABOLISHING THE INTERNATIONAL RELATIONS ADVISORY BOARD; PROVIDING FOR SEVERABILITY; REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Sponsors: Delarian Wiggins

Attachments: [Proposed Ordinance No. 14-23](#)

CONSIDERATION OF ANY ADD-ON ITEMS

FOR DISCUSSION

READING OF ITEMS FOR COUNCIL AGENDA

COMMUNICATIONS

CITY ADMINISTRATOR'S COMMUNICATION

CITY ATTORNEY'S COMMUNICATION

CITY COUNCIL COMMUNICATION

ADJOURNMENT

If any person decides to appeal any decision made with respect to any matter considered at such meeting, he will need a record of the proceedings, and that for such purpose he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

The City of Pensacola adheres to the Americans with Disabilities Act and will make reasonable accommodations for access to City services, programs and activities. Please call 435-1606 (or TDD 435-1666) for further information. Request must be made at least 48 hours in advance of the event in order to allow the City time to provide the requested services.