



AGENDA  
COMBINED BOARD MEETING  
Bay County Tourist Development Council  
Panama City Beach Convention & Visitors Bureau, Inc.  
Panama City Beach

Tuesday, July 9, 2019

9:00 a.m.

Council Room, PCB City Hall

- I. CALL MEETING TO ORDER
- II. ROLL CALL
  - A. Invocation
  - B. Pledge of Allegiance
  - C. Approve Minutes from May 14, 2019 and June 11, 2019
- III. REQUESTS TO ADDRESS THE BOARD ON AGENDA ITEMS (3 Minutes)
- IV. UPDATE ON TOURIST DEVELOPMENT TAX COLLECTIONS, Mr. Tyler Miller, Tourist Development Tax Specialist
- V. CONSENT AGENDA
  - A. BEACH NOURISHMENT – Approve APTIM Coastal Planning & Engineering, Inc. Invoice #452303-RI-00636 and Invoice #452299-RI-00636
  - B. SPORTS PARK PROJECT MANAGEMENT – Approve Anchor CEI Invoice #274
- VI. PRESENTATIONS
  - A. Panama City Beach Sports Complex Construction Update, Mrs. Elizabeth Moore, Anchor CEI
- VII. BOARD ACTION ITEMS
  - A. Discuss and Consider for Approval Beach Renourishment resolution for State Funding Request 2020/21 for the Panama City Beaches Erosion Control Project and recommend to the Bay County Board of Commissioners, Mr. Dan Rowe
  - B. Discuss and Consider for Approval Beach Management Program Grant from The Florida Department of Environmental Protection Beach Management Funding Assistance Program for fiscal year 2020-2021 for the Mexico Beach Shoreline Restoration Project and recommend to the Bay County Board of Commissioners, Mr. Dan Rowe
  - C. Discuss and consider for approval APTIM Continuing Services Task Order, in an amount not to exceed \$46,600, Mr. Dan Rowe
  - D. Discuss and consider for approval Dewberry Continuing Services Task Order, in an amount not to exceed \$46,600, Mr. Dan Rowe
  - E. Discuss and consider for approval, and recommendation to the Bay County Board of County Commissioners, the Panama City Beach Sports Complex Sponsorship Guidelines, Mr. J Michael Brown
- VIII. PRESIDENT’S REPORT
- IX. CHAIRMAN’S REPORT
- X. AUDIENCE PARTICIPATION
- XI. ADJOURNMENT



APTIM  
 2481 NW Boca Raton Blvd.  
 Boca Raton, FL 33431  
 Tel: +1-561-391-8102  
 Fax: +1 561-391-9116

Dan Rowe  
 Bay County TDC  
 17001 Panama City Beach Pkwy.  
 Panama City Beach, FL 32413

6/20/2019  
 Invoice # 452303-RI-00636

Billing Period: through 5/31/19  
 Consultant's Project # 1570003532

Professional Engineering Services Invoice For:

Phase 2 Geophysical and Geotechnical Sand Search for Mexico Beach, Florida  
 Task Order # 16

TASK	APPROVED CONTRACT AMOUNT	PERCENT COMPLETE	TOTAL
Phase 2 Sand Search & Numerical Modeling	\$439,110.00	25%	\$109,777.50
Sub-Total:	\$439,110.00		\$109,777.50
		LESS PREVIOUS INVOICE:	21,955.50
		<b>TOTAL CURRENT AMOUNT DUE THIS INVOICE.....</b>	<b><u>\$87,822.00</u></b>

Please remit to:

P.O. Box 847958  
 Boston, MA 02284-7958

0291-5303104



APTIM  
2481 NW Boca Raton Blvd.  
Boca Raton, FL 33431  
Tel: +1-561-391-8102  
Fax: +1 561-391-9116

Dan Rowe  
Bay County TDC  
17001 Panama City Beach Pkwy.  
Panama City Beach, FL 32413

6/20/2019  
Invoice # 452299-RI-00636

Billing Period: through 5/31/19  
Consultant's Project # 1123003532

Professional Engineering Services Invoice For:

Post-Hurricane Michael Coastal Aerials & Coastal Engineering for Panama City Beaches, FL  
Task Order # 14

TASK	APPROVED CONTRACT AMOUNT	PERCENT COMPLETE	TOTAL
Task 1: Coastal Aerials	\$7,920.00	100%	\$7,920.00
Task 2: Post- Storm Engineering Assessment	\$33,103.00	75%	\$24,827.25
Sub-Total:	\$41,023.00		\$32,747.25
		<b>LESS PREVIOUS INVOICE:</b>	\$29,436.95
		<b>TOTAL CURRENT AMOUNT DUE THIS INVOICE.....</b>	<b><u>\$3,310.30</u></b>

Please remit to:

P.O. Box 847958  
Boston, MA 02284-7958

0291-5303104



Anchor Consulting Engineering and Inspection, Inc.

450 Magnolia Avenue  
Panama City, FL 32401

# Invoice

Date	Invoice #
7/1/2019	274

Bill To
PCB Convention and Visitors Bureau 17001 Panama City Beach Parkway Panama City Beach, FL 32413

P.O. No.	Terms
TO 7 - 15	Due on receipt

Description	Contract Amt	Prior Amt	Prior %	Curr %	Total %	Amount
Task Order No. 7 - Construction Inspection and Administration Services - June	33,360.00			100.00%	100.00%	33,360.00
SFM Travel Expenses for June	677.48			100.00%	100.00%	677.48
City of Panama City Water Meter and Administration Fees	6,118.75			100.00%	100.00%	6,118.75

<b>Total</b>						\$40,156.23
<b>Balance Due</b>						\$40,156.23

Elizabeth Moore

From: Elizabeth Moore <liz.moore@anchor.com>  
Sent: Wednesday, June 17, 2014 4:18 PM  
To: Elizabeth Moore  
Cc: Allison Mark Schaffer  
Subject: RE: 6 inch water meters

Elizabeth,  
The fee for a six inch potable meter is \$409.75 plus administration fee of \$25.00. Total amount \$618.75 made payable to City of Panama City Beach.  
Elizabeth Moore  
City of Panama City Beach  
Utility Billing Clerk  
110 S. Arnold Rd  
Panama City Bch, FL 32413  
850.233.5100



Anchor Consulting Engineering and Inspection, Inc.  
401 Magnolia Avenue  
Panama City, FL 32401

1378  
DATE 6/17/14

PAY TO THE ORDER OF Panama City Beach \$ 6,118.75

six thousand one hundred eighteen and 75/100 DOLLARS

Pay to the order of Anchor meter

Anchor Consulting Engineering and Inspection, Inc.  
401 Magnolia Avenue  
Panama City, FL 32401

0001376# 00631127860 48054576#

ELIZABETH S. MOORE, PE, PRESIDENT  
O: 850.215.1285  
C: 850.814.6629



REPORT

REPORT



NAME: MIKE MAYS

Mileage Rate: 0.58000

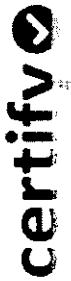
	May 29, 2019	May 30, 2019	Totals
Miles Driven			
Miles Reimbursement			\$0.00
Airfare	72.00	202	\$274.00
Car Rental		62.85	\$62.85
Gasoline		10.00	\$10.00
Uber			\$0.00
Parking		30.00	\$30.00
Airport Parking			\$0.00
<b>TRANSPORTATION TOTAL</b>	<b>72.00</b>	<b>304.85</b>	<b>376.85</b>
Lodging		257.97	\$257.97
Meals Reimbursable-Breakfast			
Meals Reimbursable-Lunch	11.66	11.18	\$22.84
Meals Reimbursable-Dinner	7.98	11.84	\$19.82
Meals Per Diem			
<b>LODGING &amp; MEALS</b>	<b>19.64</b>	<b>280.90</b>	<b>300.53</b>
<b>TOTAL PER DAY</b>	<b>91.64</b>	<b>585.84</b>	<b>677.48</b>

CLIENT DETAIL

Client Name & Location	Dates of Travel
ANCHOR, CEI (PANAMA CITY BEACH FF&E) -- PANAMA CITY BEACH, FL	5/29-30/2019 SITE VISIT
<b>SUMMARY</b>	
Total from Above	677.48
Total Reimbursable Travel Expenses	677.48

NOTES:

Arriving flight expense split due to multi-city travel.  
 Parking expense split due to multi-city travel.  
 5/29 Dinner expense split due to multi-city travel.



For further assistance please call (866) 284-5774 (312) 525-9805 or e-mail [amtravsupport@amtrak.com](mailto:amtravsupport@amtrak.com).

**TRIP SUMMARY**

Booking Date: 13 May 19  
Booking Number: 1927296169  
E-Town to PCB  
Airline Confirmation #: 687360 (Delta)

Arriving Flight split due to multi-city travel.  
Delta arriving flight = \$72.00

**PASSENGER NAME(S)**

MAYS/MICHAEL KEITH (DL#9281147950 KT#T11251K7)

**ITINERARY**

Wednesday, 29 May 19 Delta Flight #1705  
Depart: Louisville, KY (SDF) 6:58pm  
Arrive: Atlanta, GA (ATL) 8:29pm  
Economy Class McDonnell Douglas MD-80 FR Time: 1:31  
Arrives Terminal 5  
Seat(s): 16D  
[View Itinerary Details](#)

Wednesday, 29 May 19 Delta Flight #2083  
Depart: Atlanta, GA (ATL) 10:45pm  
Arrive: Panama City/Northwest Florida Beaches Airport, FL (ECP) 10:49pm  
Economy Class McDonnell Douglas MD-80 FR Time: 1:04  
Departs Terminal 5  
Seat(s): 15D  
[View Itinerary Details](#)

**AIR PRICING**

Passenger	Ticket # (s)	Base	Tax	Total
Michael Keith Mays	30674304744	\$112.56	\$31.44	\$144.00

Note: All prices are in U.S. dollars.

**IMPORTANT NOTES**

- Please review this itinerary carefully and, if you find any discrepancies, contact us within 24 hours.
- Airline schedules are subject to change. We strongly suggest that you reconfirm your reservation with us or the ticketed carrier within 72 hours of your flight.
- These tickets are non-refundable and cannot be transferred to a different person.
- A fee applies for itinerary changes, plus any fare difference if you change to a more expensive itinerary. Some limitations apply.
- Changes or cancellations to air tickets must be made prior to the departure of the flight being changed or cancelled by calling us or the carrier directly. If you are unable to do so, the ticket will become void, with no refund or residual value.
- All fliers over the age of 17 must travel with a government issued photo ID (e.g. driver's license/passport).
- For domestic flights, it is recommended that you arrive at the airport no later than 1 hour prior to flight time. For international flights, you should arrive at least 2 hours.

Meal expense split due to multi-city travel.  
 Dinner = \$7.98

Merchant Copy  
 Louisville Airport - SDF

MERCHANT ID: \*\*\*\*\*591C  
 Wed 5/29/2019 12:20:31 AM  
 Check 598 Station Bourbon 1  
 NTRC T.

SALE

ENTRY METHOD: CHIP

I AGREE TO PA - THE ABOVE TOTAL AMOUNT  
 ACCORDING TO CARD ISSUER AGREEMENT  
 (MERCHANT AGREEMENT IF CREDIT VOUCHER)

AMEX XXXXXXXX1004  
 Approval #74074  
 REFERENCE: 914922902322  
 APPLICATION L'ORL AMERICAN EXPRESS  
 AID: 400000002 010801  
 TVR: 0000000000  
 TAG: 00490103612002  
 TRN: 7500  
 ARB: 00  
 CVM: SIGN

BASE \$32.85  
 TIP \$6.52  
 TOTAL \$39.37

The Bourbon Academy Tasting Room  
 600 Terminal Drive, Ste 1238B  
 Louisville, KY 40203  
 502-640-9453

Check 595 Table 501  
 Nino T. 5/29/2019  
 Guests 1 6:19 PM

Sngl Old Fashioned 15.00  
 Beef Medallions Medium Rare 15.99  
 Subtotal 30.99  
 Sales Tax 1.86  
 TOTAL 32.85

**BALANCE DUE 32.85**

We thank you for visiting!!  
 Tinsley Family Concession Inc.  
 502-640-9453

Georgent@engeo.com

Let us know how we did!!!!

Go to:  
 WWW.BOURBONFEEDBACK.COM and complete  
 our customer feedback WebForm.  
 We value your business greatly!



Take

6000 N. Terminal  
Atlanta, GA  
(404) 759-4444

El Airport

To

5/23/2019 08:02 PM  
Order 245736 Meont A

1 Cookie Bite Pkg	3.73
1 Bottled Water	3.59
1 Lemon Cake Truf	2.24
1 Lemon Cake Truf	2.24
Sub Total	10.80
Tax	0.86

\* WIA  
 Tell us how you're doing.  
 Visit our cater website: [cei.com](http://www.cei.com)  
 Call 800-361-4444  
 We're open 24 hours and you could  
 call us any time.  
 Thank you!  
 CEI Catering

Total	11.66
Tip	3.50
Acct XXX	1.00

Corporate Office  
 11000-4444  
 Atlanta, GA  
 Phone: 404-759-4444  
 Fax: 404-759-4444  
 Email: [Atlanta@cei.com](mailto:Atlanta@cei.com)



Call # 800-  
Invoice # 1002001127

### Rental Information

Rental Time  
04/29/2019 - 05/01/2019

Rental Address  
CLEARWATER, FL 33763  
USA

Contract  
SPORTS FACILITIES ADVISORY LLC

Contract  
SPORTS FACILITIES ADVISORY LLC  
PANAMA CITY, FL 32409  
USA

### Vehicle Information

SRS V6 (AB) 4x4 DOUBLE CAB 127.4 IN  
License #: KSN56

State/Province: FL

Unit #: 53972H

Vehicle #: KM248533

Vehicle Class: Driven

Vehicle Class Charged

Information: 29440 - 107 - Panama City

Odometer Mileage/Kilometers

Starting: 1316 Ending: 1400

Total: 84

### Trip Information

04/29/2019 - 05/01/2019

04/29/2019 - 05/01/2019

04/29/2019 - 05/01/2019

04/29/2019 - 05/01/2019

### Rental Charges

Rental Rate

Mileage

Taxes and Fees

Total

Amount Due

ANCHOR

CASE RE

Description

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5:00 PM 5:45 PM



HAMPTON INN & SUITES PANAMA CITY  
 BEACH FRONT  
 15503 FRONT BEACH RD  
 PANAMA CITY, FL 32411

CONFIRMATION NUMBER: 5475466

NAME: MICHAEL

ROOMS: 1

ROOMS: 1

ROOMS: 1

ROOMS: 1

Room No.

Arrival Date

Departure Date

Adult Price

Child Price

Tax

Rate

Room

Food

Other

TOTAL

Food

Other

TOTAL

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Confirmation Number: 5475466

Hampton Inn & Suites Panama City Beach Front

15503 Front Beach Rd, Panama City, FL 32411

Phone: (904) 394-1111

Website: [www.hamptoninn.com](http://www.hamptoninn.com)

Reservations: (800) 451-4243

Check-in: 3:00 PM

Check-out: 11:00 AM

Cancellation: 30 days prior to arrival

Deposit: \$50.00

Room: 1 Queen Bed

Rate: \$129.00

Tax: \$15.00

Food: \$20.00

Other: \$0.00

TOTAL: \$164.00

Food: \$20.00

Other: \$0.00

TOTAL: \$164.00

Food: \$20.00

Other: \$0.00

TOTAL: \$164.00

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Other: \$0.00

TOTAL: \$164.00

Food: \$20.00

Other: \$0.00

TOTAL: \$164.00

Food: \$20.00

Other: \$0.00

TOTAL: \$164.00

4/29/12

Hampton Inn & Suites Panama City Beach Front  
 15503 Front Beach Rd, Panama City, FL 32411  
 Phone: (904) 394-1111  
 Website: [www.hamptoninn.com](http://www.hamptoninn.com)  
 Reservations: (800) 451-4243  
 Check-in: 3:00 PM  
 Check-out: 11:00 AM  
 Cancellation: 30 days prior to arrival  
 Deposit: \$50.00  
 Room: 1 Queen Bed  
 Rate: \$129.00  
 Tax: \$15.00  
 Food: \$20.00  
 Other: \$0.00  
 TOTAL: \$164.00

INTERCO

800

PANAMA

(CITY CODE 515)

M

C/A

300

AME

XXX

315

JDE: 515

PLAN #:

4 / 39

PAS

P39

Cash

T :

ITY :

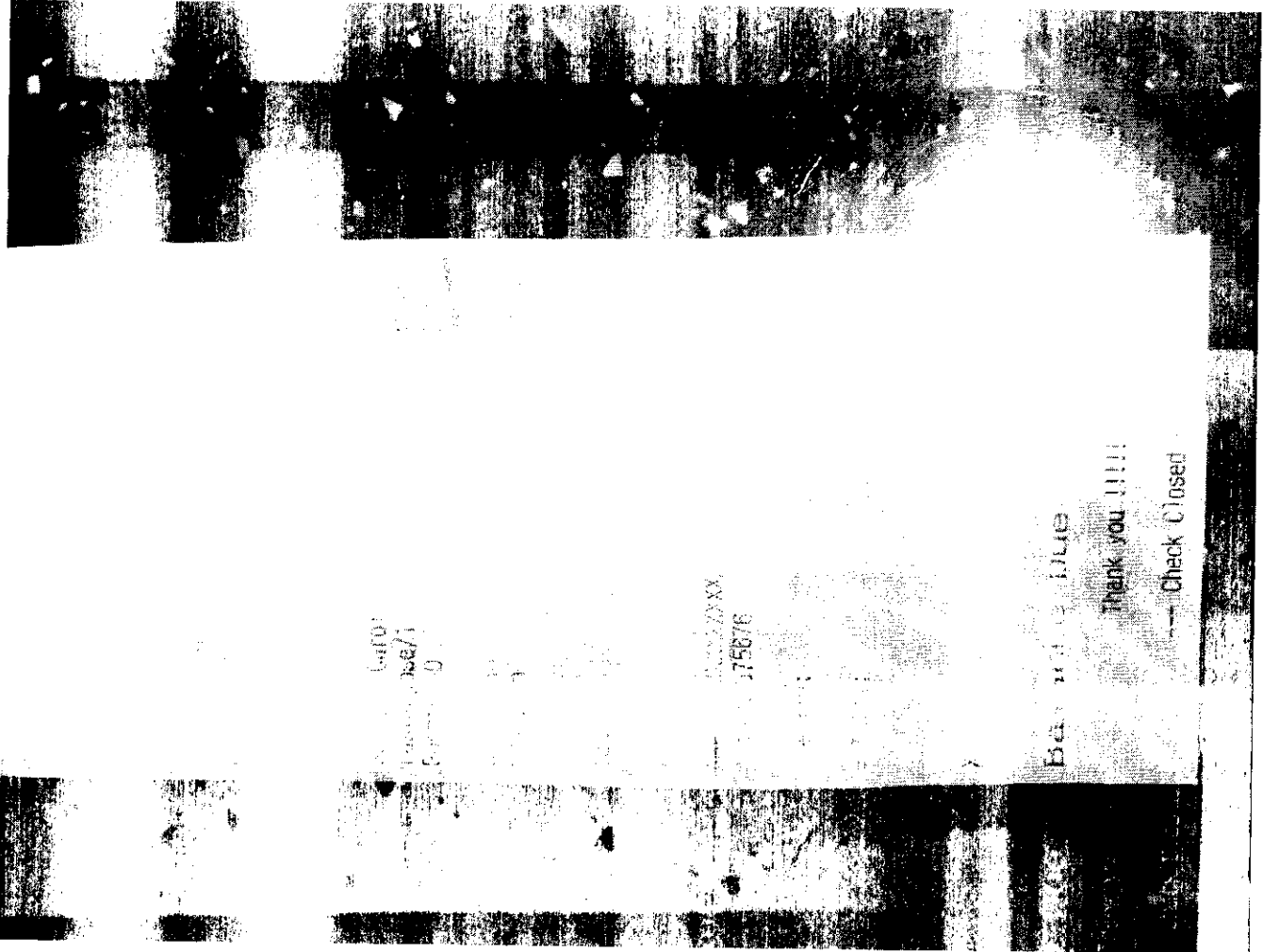
**CUSTOMER'S ACCOUNT**  
**PLEASE TO PAY THE ABOVE AMOUNT**  
**ACCORDING TO OUR TERMS AND CONDITIONS**

**PLUAS**

18% GRATUITY - 80.00

18% GRATUITY - 80.00

20% GRATUITY - 80.00



5/29/01  
10:00 AM  
175676

Banner Blue

Thank you !!!!

--- Check Closed ---



**Trip Summary**

Booking Date: 11/16/2019

Client: MICHAEL MOYER (M4837474567)

**Itinerary**

Florida - 10 May 20  
 Orbitz Flight #4343  
**Depart: Honolulu International Hawaii Reunites** (HNL) → **Arrive: Atlanta** (ATL)  
 Hawaiian Airlines (NH) 1200  
 Hawaii Terminal S  
 Newark - 10 May 20  
 Hawaiian Airlines (NH) 1200  
 Hawaiian Terminal C

Orbitz Flight #223  
**Depart: Atlanta** (ATL) → **Arrive: Honolulu** (HNL)  
 Hawaiian Airlines (NH) 1200  
 Hawaii Terminal C  
**Economy**  
 Hawaiian Airlines (NH) 1200  
 Seats: 2N

**Ask Pricing**

Passenger	Class(es)	Base	Fuel	Taxes	Total
Michael Keith Moyer	Economy	\$100.51	\$44.00	\$145.00	\$189.51
Michelle Moyer	Economy	\$100.51	\$44.00	\$145.00	\$189.51

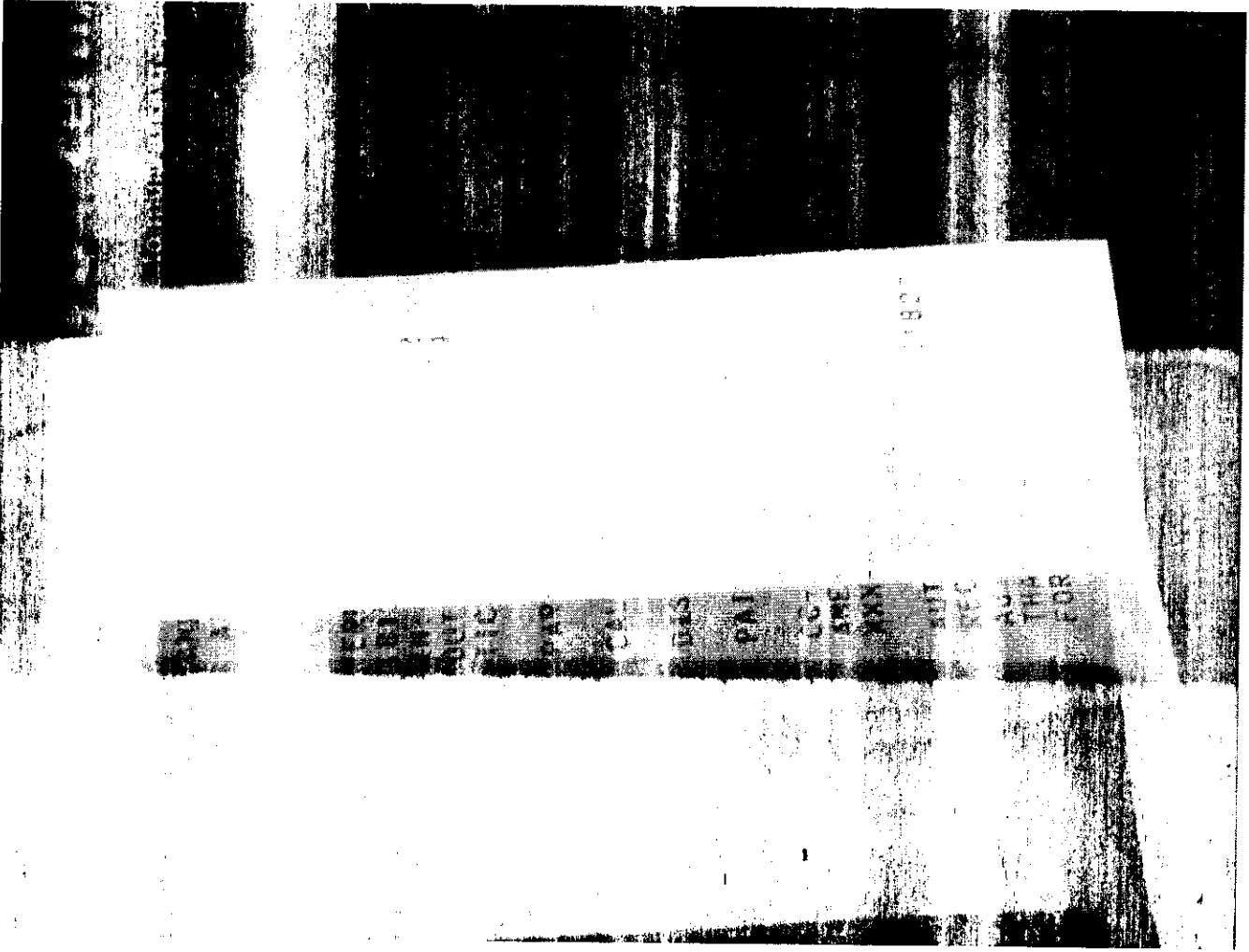
**Note:** All prices are in U.S. dollars.

**IMPORTANT NOTES**

- Tickets are non-transferable and non-refundable.
- These tickets are non-transferable and non-refundable.
- All tickets are for one-way travel.
- Any change or cancellation fee must be made prior to the departure of the flight being changed or cancelled by calling us or the carrier directly. If you are unable to do so, the ticket will become void, with no return or residual value.
- All travelers over the age of 18 must travel with a government issued photo ID (a(n) driver's license/passport).

Site visit to CEI/PCB site

Parking = \$30.00



MM | Anchor CEI/PCB Site Visit | May 29-30 | SFM-B - image.jpg



RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE BAY COUNTY BOARD OF COUNTY COMMISSIONERS, BAY COUNTY, FLORIDA, REQUESTING A CONTINUATION OF THE BEACH MANAGEMENT PROGRAM GRANT FROM THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION BEACH MANAGEMENT AND FUNDING ASSISTANCE PROGRAM FOR FISCAL YEAR 2020/2021 FOR THE PANAMA CITY BEACHES EROSION CONTROL PROJECT.

WHEREAS, prior to the initial beach restoration project in 1998/99, the Panama City Beaches were severely eroded, providing diminished storm protection and reduced recreation area, impacting the tourism-based-economy; and

WHEREAS, Bay County has identified beach preservation, and beach renourishment as a priority to the County; and

WHEREAS, Bay County has developed a Long Range Beach Management and Erosion Control Plan for the Panama City Beaches to address the issues of beach preservation, and beach renourishment; and will serve as the local sponsor; and

WHEREAS, the Florida Department of Environmental Protection is the beach and shore preservation authority for the State and supervises the Beach Management and Funding Assistance Program; and

WHEREAS, the third renourishment project of the Panama City Beach project area was constructed locally by Bay County in May 2017 and Bay County planned to continue monitoring the project and maintaining the project with periodic renourishment; and

WHEREAS, Hurricane Michael made landfall as a Category 5 storm just east of Panama City Beach on Mexico Beach on October 10<sup>th</sup>, 2019, causing storm erosion to the beach; and

WHEREAS, the U.S. Army Corps of Engineers preliminary Project Information Report regarding Hurricane Michael produced a positive project construction benefit-to-cost ratio; and

WHEREAS, it is expected that the U.S. Army Corps of Engineers will construct a repair renourishment project to replace the volume of sand lost by Hurricane Michael as well as additional volume to bring the project back to full project design; and

WHEREAS, the erosion at St. Andrews State Park, immediately adjacent to the federal Panama City Beaches renourishment project area, is at a critical level with limited beach berm width and severe scarping at the dune resulting in dangerous cliffs; and

WHEREAS, a full restoration of the St. Andrews State Park has become critically necessary and Bay County is willing to serve as the local sponsor through its representative, the Bay County Tourist Development Council; and

WHEREAS, construction of a beach restoration at St. Andrews State Park may be able to take advantage of the U.S. Army Corps of Engineers led renourishment of the adjacent Panama City Beach project area; and

WHEREAS, Bay County has determined that funds provided through the Beach Management and Funding Assistance Program would greatly assist and expedite the repair of the Panama City Beaches to include the U.S. Army Corps of Engineers federal Panama City Beaches renourishment project, as well as an initial, full restoration project at St. Andrews State Park.

WHEREAS, Bay County requests continued support of its existing Grant Agreements, and new State funding assistance via an amended or new grant agreement, whichever is necessary, with the Florida Department of Environmental Protection; and supports the Department's beach and coastal management programs; and

**Now, Therefore, Be It Resolved** by the Board of County Commissioners of Bay County, Florida as follows:

Section 1. The County Commission hereby determines that it is in the best interest of Bay County to request continued support of its existing Grant Agreements and new State funding assistance via an amended or new grant agreement pursuant to Florida Statute 161.091, for the Panama City Beaches Erosion Control Project through the Florida Department of Environmental Protection. Said funding to be used to plan for, permit, design, construct, and monitor future renourishment for the Panama City Beaches Erosion Control Project to also include a full restoration at St. Andrews State Park.

Section 2. The Board of County Commissioners hereby determines that it is in the best interest of Bay County to renew its support for all funds previously approved for the Panama City Beaches Erosion Control Project, said funding was used for design, permitting, construction, monitoring and maintaining the Panama City Beaches Erosion Control Project per permit requirements.

Section 3. The Board of County Commissioners hereby determines that the local funding share to implement the project will be provided through the Bay County Tourist Development Council representing the County as the local taxing authority.

Section 4. The Chairman of the Board of County Commissioners, or his designee, is hereby authorized to execute the funding application, enter into such agreements as are required to secure available funding and to otherwise act on behalf of Bay County in all matters related to the securing of available grant funding from the Beach Management and Funding Assistance Program for Fiscal Year 2020/2021.

Section 5. This Resolution shall take effect immediately upon its adoption.

Done and adopted by the Board of County Commissioners of Bay County, Florida this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

\_\_\_\_\_  
Philip Griff Griffiths, Chairman

ATTEST:

\_\_\_\_\_  
Bill Kinsaul, Clerk

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:

\_\_\_\_\_  
Office of County Attorney

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE BAY COUNTY BOARD OF COUNTY COMMISSIONERS, BAY COUNTY, FLORIDA, REQUESTING A BEACH MANAGEMENT PROGRAM GRANT FROM THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM FOR FISCAL YEAR 2020/2021 FOR THE MEXICO BEACH SHORELINE RESTORATION PROJECT.

WHEREAS, Hurricane Michael made landfall on Mexico Beach as a Category 5 storm on October 10<sup>th</sup>, 2019, causing catastrophic upland damage to structures and infrastructure, as well as extensive erosion to the beach and dune system;

WHEREAS, prior to Hurricane Michael, the Mexico Beach Community Development Council had identified beach preservation and beach restoration as a priority due to the Mexico Beach shoreline being severely eroded, providing diminished storm protection and reduced recreation area, and impacting the tourism-based-economy; and

WHEREAS, in 2017, the Mexico Beach CDC fully funded an update to the 2008 Mexico Beach feasibility study which included updating shoreline conditions, evaluating methods to increase the effectiveness and efficiency of inlet sand bypassing as well as cost-effectively place sand in the area of need; and

WHEREAS, the City of Mexico Beach advanced the recommendations from the CDC funded study and was nearly complete with design and permitting for a truck haul sand bypass project when Hurricane Michael made landfall; and

WHEREAS, Bay County has identified beach preservation, and beach renourishment as a priority to the County to include Mexico Beach; and

WHEREAS, immediately following Hurricane Michael, the Bay County Tourist Development Council and Bay County recognized the need to move forward immediately with design, permitting, and an offshore sand search investigation necessary to develop a beach restoration project to address the damages caused by Hurricane Michael and identified a local funding source to begin this work; and

WHEREAS, the Florida Department of Environmental Protection is the beach and shore preservation authority for the State and supervises the Beach Management and Funding Assistance Program; and

WHEREAS, the Florida Department of Environmental Protection also recognized the need to move forward immediately with design, permitting, and an offshore sand search

investigation necessary to develop a beach restoration project to address the damages caused by Hurricane Michael and provided 50/50 state cost-sharing for this work; and

WHEREAS, the design, permitting, and offshore sand source investigation work is well underway; and

WHEREAS, Bay County has determined that funds provided through the state's Beach Management and Funding Assistance Program are critical for a full-scale restoration of the Mexico Beach shoreline and will serve as the local sponsor; and

WHEREAS, Bay County requests new State funding assistance via a new grant agreement with the Florida Department of Environmental Protection; and supports the Department's beach and coastal management programs; and

**Now, Therefore, Be It Resolved** by the Board of County Commissioners of Bay County, Florida as follows:

Section 1. The County Commission hereby determines that it is in the best interest of Bay County to request new State funding assistance via a new grant agreement pursuant to Florida Statute 161.091, for the Mexico Beach Shoreline Restoration Project through the Florida Department of Environmental Protection. Said funding to be used to for a full-scale beach restoration project at Mexico Beach.

Section 2. The Board of County Commissioners hereby determines that at this time, a local funding source has not been identified to fulfill the substantial local share of a full-scale beach restoration project and that state funding is vital for the project to be constructed.

Section 3. The Chairman of the Board of County Commissioners, or his designee, is hereby authorized to execute the funding application, enter into such agreements as are required to secure available funding and to otherwise act on behalf of Bay County in all matters related to the securing of available grant funding from the Beach Management and Funding Assistance Program for Fiscal Year 2020/2021.

Section 4. This Resolution shall take effect immediately upon its adoption.

Done and adopted by the Board of County Commissioners of Bay County, Florida this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

\_\_\_\_\_  
Philip Griff Griffitts, Chairman

ATTEST:

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Bill Kinsaul, Clerk

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:

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Office of County Attorney

COMBINED TASK ORDER AND  
NOTICE TO PROCEED

TASK ORDER NO. 17

DATE \_\_\_\_\_

Reference is made to that certain MASTER SERVICES AGREEMENT BETWEEN BAY COUNTY, acting by and through the BAY COUNTY TOURIST DEVELOPMENT COUNCIL as the advisory agency to the County to administer said agreement, and APTIM as successor in interest to Coastal Planning And Engineering, Inc., relating to PROFESSIONAL, COASTAL ENGINEERING SERVICES FOR THE GULF BEACHES AND SHORELINE RENOURISHMENT PROJECT dated December 7<sup>th</sup>, 2010, as amended November 17<sup>th</sup>, 2015, (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.

1. Pursuant to the Agreement, Engineer agrees to perform the specific tasks set forth upon incorporated Attachment A, Scope of Services, relating to miscellaneous, general coastal engineering hourly services as requested.

2. Engineer's total compensation for the services to be provided by it under this Task Order shall be determined by one of the following methods as mutually agreed upon by both parties. Engineer's compensation shall be paid in monthly installments as specified in the Agreement.

— Engineer's total compensation, including reimbursable expenses, if any, is established in a stipulated sum of \$ \_\_\_\_\_ , or

— Engineer's total compensation, including reimbursable expenses, if any, is established in a stipulated sum of \$ \_\_\_\_\_ , plus the specified allowances listed below which hereafter may be authorized in writing by County Manager or his designee,

allowance of \$ \_\_\_\_\_ for \_\_\_\_\_, and

allowance of \$ \_\_\_\_\_ for \_\_\_\_\_, and

allowance of \$ \_\_\_\_\_ for \_\_\_\_\_, or

Engineer's total compensation, excluding reimbursable expenses, if any, will be established by a fee determined on a time-involved basis with a maximum cost of \$46,600 through the expiration of the Agreement on December 7, 2020. This Task Order supersedes and replaces any prior Task Order for the same, or similar, General Services.

If reimbursable expenses are to be paid hereunder, such expenses must be specifically AUTHORIZED AND IDENTIFIED in Attachment B and established at either a fixed amount or a not-to-exceed price identified in said Attachment B.

3. Work shall begin on execution of this Task Order and shall be substantially completed by December 7, 2020. Liquidated delay damages are set at the rate of \$(not applicable). There are no additional rights and obligations related to this Task Order other than as specified in the Agreement.

4. RESERVED

5. Subconsultant(s) \_\_\_ will not

X will

be used for the Work, as needed, provided the County shall for each requested task approve the personnel involved.

Upon execution of this Task Order by both Engineer and County, Engineer is directed to proceed.

[Signatures on following pages.]



IN WITNESS WHEREOF, APTIM has caused these presents to be executed in its name on the date shown.

Witness:  
\_\_\_\_\_  
Print Name: \_\_\_\_\_  
  
\_\_\_\_\_  
Print Name: \_\_\_\_\_

APTIM  
By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

State of Florida  
County of \_\_\_\_\_

The foregoing instrument was acknowledged before me on \_\_\_\_\_, 2019, by \_\_\_\_\_, on behalf of and as the \_\_\_\_\_, of APTIM, successor in interest to Coastal Planning & Engineering, Inc.

\_\_\_\_\_  
Notary Public

Personally Known \_\_\_\_\_ OR Produced Identification  
Type of Identification Produced : \_\_\_\_\_

IN WITNESS WHEREOF, APTIM has caused these presents to be executed in its name on the date shown.

**BOARD OF COUNTY COMMISSIONERS  
BAY COUNTY, FLORIDA**

ATTEST:

\_\_\_\_\_  
Bill Kinsaul, Clerk

BY: \_\_\_\_\_  
Phillip Griffitts, Chairman

Approved for form:

\_\_\_\_\_  
Office of County Attorney

ATTACHMENT A

Scope of Services

General, miscellaneous coastal engineering and related services as requested to be performed on an agreed schedule and compensated on a time involved, unit price basis as specified in the Agreement for Engineer and, if applicable, as agreed for any subconsultant.

ATTACHMENT B

Expenses

Any reimbursable expenses must be approved in advance as to nature and maximum amount, in writing unless this requirement waived for good cause show and in the County's sole, unfettered discretion.

COMBINED TASK ORDER AND  
NOTICE TO PROCEED

TASK ORDER NO. 15

DATE \_\_\_\_\_, 2019

Reference is made to that certain MASTER SERVICES AGREEMENT BETWEEN BAY COUNTY, acting by and through the BAY COUNTY TOURIST DEVELOPMENT COUNCIL as the advisory agency to the County to administer said agreement, AND Dewberry Engineers, Inc. as assignee of Preble-Rish, Inc., relating to PROFESSIONAL, COASTAL ENGINEERING SERVICES FOR THE GULF BEACHES AND SHORELINE RENOURISHMENT PROJECT dated December 7<sup>th</sup>, 2010, as amended November 17<sup>th</sup>, 2015, (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.

1. Pursuant to the Agreement, Engineer agrees to perform the specific tasks set forth upon incorporated Attachment A, Scope of Services, relating to miscellaneous, general coastal engineering hourly services as requested.

2. Engineer's total compensation for the services to be provided by it under this Task Order shall be determined by one of the following methods as mutually agreed upon by both parties. Engineer's compensation shall be paid in monthly installments as specified in the Agreement.

— Engineer's total compensation, including reimbursable expenses, if any, is established in a stipulated sum of \$ \_\_\_\_\_, or

— Engineer's total compensation, including reimbursable expenses, if any, is established in a stipulated sum of \$ \_\_\_\_\_, plus the specified allowances listed below which hereafter may be authorized in writing by County Manager or his designee,

allowance of \$ \_\_\_\_\_ for \_\_\_\_\_, and

allowance of \$ \_\_\_\_\_ for \_\_\_\_\_, and

allowance of \$ \_\_\_\_\_ for \_\_\_\_\_, or

Engineer's total compensation, excluding reimbursable expenses, if any, will be established by a fee determined on a time-involved basis with a maximum cost of \$46,600 through the expiration of the Agreement on December 7, 2020. This Task Order supersedes and replaces any prior Task Order for the same, or similar, General Services.

If reimbursable expenses are to be paid hereunder, such expenses must be specifically AUTHORIZED AND IDENTIFIED in Attachment B and established at either a fixed amount or a not-to-exceed price identified in said Attachment B.

3. Work shall begin on execution of this Task Order and shall be substantially completed by December 7, 2020. Liquidated delay damages are set at the rate of \$(not applicable). There are no additional rights and obligations related to this Task Order other than as specified in the Agreement.

4. RESERVED

5. Subconsultant(s) \_\_\_ will not

X will

be used for the Work, as needed, provided the County shall for each requested task approve the personnel involved.

Upon execution of this Task Order by both Engineer and County, Engineer is directed to proceed.

[Signatures on following pages.]

IN WITNESS WHEREOF Dewberry has caused these presents to be executed in its name on the date shown.

Witness:

DEWBERRY

\_\_\_\_\_  
Print Name: \_\_\_\_\_

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

Name: \_\_\_\_\_

Its: \_\_\_\_\_

\_\_\_\_\_  
Print Name: \_\_\_\_\_

State of Florida  
County of \_\_\_\_\_

The foregoing instrument was acknowledged before me on \_\_\_\_\_,  
2019, by \_\_\_\_\_, on behalf of and as the  
\_\_\_\_\_, of Dewberry

\_\_\_\_\_  
Notary Public

Personally Known \_\_\_\_\_ OR Produced Identification  
Type of Identification Produced : \_\_\_\_\_

IN WITNESS WHEREOF Bay County has caused these presents to be executed in its name on the date shown.

**BOARD OF COUNTY COMMISSIONERS  
BAY COUNTY, FLORIDA**

ATTEST:

\_\_\_\_\_

BY: \_\_\_\_\_  
Philip Griffitts, Chairman

Bill Kinsaul, Clerk

Approved for form:

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Office of County Attorney

ATTACHMENT A

Scope of Services

General, miscellaneous coastal engineering and related services as requested to be performed on an agreed schedule and compensated on a time involved, unit price basis, as specified in the Agreement for Engineer and, if applicable, as agreed for any subconsultant.

ATTACHMENT B

Expenses

Any reimbursable expenses must be approved in advance as to nature and maximum amount, in writing unless this requirement waived for good cause show and in the County's sole, unfettered discretion.





## **Corporate Sponsorship Guidelines Panama City Beach Sports Complex**

### **GENERAL**

The Panama City Beach Convention and Visitors Bureau (CVB), along with the Sports Complex manager, Sports Facilities Management (SFM), jointly pursue sponsorships for programs, services, and events from corporations and other entities to create new tourism opportunities and sustain existing assets. In particular, CVB/SFM pursue sponsorships for the Panama City Beach Sports Complex which are subject to these guidelines.

All proposed sponsorship relationships for the Panama City Beach Sports Complex (herein the “sponsorships”) will be considered on an individual, case-by-case basis, and should be consistent with the CVB/SFM’s mission, values and strategic plan.

### **CRITERIA**

The following criteria form the basis of CVB/SFM considerations when establishing sponsorship relationships:

- Are the products, services and marketing goals of the potential sponsor compatible with the CVB/SFM mission, values and policies?
- Does the sponsorship enhance CVB/SFM facilities, programs, events and/or services?
- Are the tangible and intangible benefits balanced for both the sponsor and CVB/SFM?
- Are the conditions of the sponsorship consistent with the standards, aesthetic values, and visual integrity of Panama City Beach and visitors’ expectations?
- Does the sponsorship commit CVB/SFM to additional responsibilities, legal liability, operations and maintenance costs?
- Does the sponsorship create a conflict of interest for CVB/SFM?
- Does the sponsorship in any way invoke future consideration, influence, or perceive to influence the day-to-day operations of CVB/SFM?
- Is the sponsorship opportunity appropriate to the target audience?
- Will the results of the sponsorship relationship deliver a positive and desirable image for Panama City Beach?

## **CONSIDERATIONS**

Additional considerations when establishing sponsorship relationships include:

- Agreements shall not limit CVB/SFM's ability to seek other sponsors; any exclusive or preferred rights granted to a sponsor will be expressly stated and will never be implied or inherent.
- CVB/SFM shall not relinquish to the sponsor any aspect of the CVB/SFM's right to manage and control its assets.
- Signage, branding, publicity and advertising shall conform to all applicable bureau and city policies, ordinances and plans.
- The sponsorship cannot be made conditional on CVB/SFM performance.
- The evaluation of the potential sponsor shall include, but not be limited to, the organization's values and principles; products and services offered; record of environmental stewardship and social responsibility; rationale for its interest in sponsoring the CVB/SFM's mission; expectations; and, ability, timeliness, and readiness to enter into an agreement.
- Ineligible sponsorships include, but are not limited to, any potential sponsor whose primary products or services are substantially derived from the sale of drugs, tobacco, gambling, firearms, or sexually explicit or inappropriate materials.
- Market segments that constitute Panama City Beach's core tourism industry (lodging, restaurants and attractions) are not eligible for *Official product/service of Visit Panama City Beach* designation.
- CVB/SFM will not solicit nor accept sponsorship from other destinations.
- CVB/SFM will not solicit nor accept sponsorship from entities whose reputation could prove detrimental to the Panama City Beach brand image. CVB/SFM will not allow advertising, either directly or through third party arrangements, which present demeaning or derogatory portrayals of individuals or groups or contain anything, which, in light of generally prevailing community standards, is likely to cause deep or widespread offense.
- Any Sports Complex sponsorships negotiated by SFM shall follow the approval guidelines set forth in this document.

### **APPROVAL AUTHORITY**

Several standard sponsorship packages will be made available; however, the CVB reserves the right to customize sponsorship arrangements as warranted.

Standard agreements up to \$50,000 require the approval of the CVB President and Board Chairman; agreements above \$50,000 require the approval of the CVB Board of Directors.

All non-standard sponsorships (those outside established Program Levels) require approval by the CVB President and Chairman. If the nonconforming sponsorship includes exclusivity, licensing, a public/private component, or is valued at \$50,000 or above, approval by the CVB Board of Directors is required.

No sponsorship shall be split into related components to avoid the forgoing limits.

**In addition** to the forgoing, sponsorships will be submitted to the County Manager of Bay County, Florida, or his or her designee, for a period of ten calendar (10) days during which the County acting by the Manager or his or her designee, or by the County Commission, may object to the sponsorship by delivering a written objection to an executive officer of the CVB in which case the CVB shall suspend implementation of the sponsorship until either the objection is resolved or the sponsor withdraws it. If no objection is timely filed, the CVB may proceed with the sponsorship in its discretion in materially the same form and substance as submitted to the County.

### **BUNDLED SPONSORSHIPS**

If a sponsorship subject to these guidelines (that is, a Panama City Beach Sports Complex sponsorship) is bundled with one or more sponsorships of other CVB assets, then the proceeds of the bundled sponsorship shall be prorated based upon the value of the Sports Complex sponsorship as determined by the CVB. The prorata component pertaining to the Sports Complex will be submitted to the County and follow the same procedures set forth in the preceding paragraph beginning with the words “In addition.”

End.