CITY OF PANAMA CITY
COMMUNITY
REDEVELOPMENT AGENCY
Board Meeting Agenda
February 26, 2019
IMMEDIATELY FOLLOWING
CITY COMMISSION MEETING

1. Roll Call

2. The Approval of Meeting Minutes - October 9, 2018.

3. Consideration to Approve the MOU between CRA Districts of Downtown North and Millville and First Baptist Church representing the World Changers Organization.


5. Consideration of approval of signage at A.D. Harris Learning Village.

6. Consideration of Revisions to CRA Concept Plans

7. Consideration of Approval for lease with GSA for FEMA to rent space at the A. D. Harris Learning Village.

8. Consideration of Approval of Air Temp Property Tax Abatement Agreement

9. Quarterly Report

10. Public Comment

Meeting Adjournment

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this proceeding should contact the City's Human Resources Department one week prior to the proceeding at telephone (850) 872-3014 for assistance; if hearing impaired, telephone (850) 872-3028 (TDD) for assistance.
CRA Agenda Item No. 1 Roll Call and Approval of Minutes

Roll Call

The Roll for the meeting was called by Mr. Melvin Benton, Grants and Operations Coordinator, with the following members present: Chairman Greg Brudnicki; Commissioners: Kenneth Brown, Jenna Haligas, Billy Rader and Mike Nichols.


Commissioner Nichols moved approval of minutes from all meetings and Commissioner Brown seconded the motion, and on the roll call vote Commissioners Brown, Haligas, Nichols Rader, and Chairman Brudincki voted "YEA". NAYS none: motion passed by a 5-0 vote.

CRA Agenda Item No. 2 – Consent Agenda

2. Consent Agenda

a. Consideration to Approve the Seventh Amendment to the MOU between DTN and Public Works Alley Crew.

b. Consideration to Approve the Seventh Amendment to the MOU between the Downtown, Downtown North and St. Andrews CRA districts and Panama City Police Department.

c. Consideration to Approve the Fourth Amendment to the Memorandum Of Understanding between Leisure Services and the Downtown North CRA for Downtown North landscape maintenance.

d. Consideration to Approve the Fifth Amendment to the MOU between Community Development and Downtown North CRA
AGENDA ITEM REQUEST FORM

02/26/2019

ITEM: Consideration to Approve the MOU between CRA Districts of Downtown North & Millville and First Baptist Church representing the World Changers Organization.

BACKGROUND INFORMATION: Staff is requesting approval of the FY18 MOU Service Agreement with First Baptist Church representing the World Changers Organization to provide repairs to homes in Millville & Downtown North Districts for owners who can’t afford external repairs. Per this agreement the costs are reimbursable not to exceed $80,000, with the DTN contributing no more than $70,000 and Millville contributing no more than $10,000. This is the third year of the program.

DEPARTMENT HEAD RECOMMENDATION: To approve the Service Agreement.

BUDGET IMPACT: YES

Is this a budgeted item? Yes

If Yes, How much Budgeted? $80,000

COST CENTER AFFECTED: 140-5514 DTN & 180-5518 MIL

Personnel:

Operating:

Capital:

Revenue:

Requested By: Toni Shamplain, Downtown North CRA Manager

Date: February 26, 2019
MEMORANDUM OF UNDERSTANDING
BETWEEN
PANAMA CITY
COMMUNITY REDEVELOPMENT AGENCY, DOWNTOWN NORTH & MILLVILLE DISTRICTS
FIRST BAPTIST CHURCH AND
WORLD CHANGERS ORGANIZATION

March 1, 2019

THIS MEMORANDUM OF UNDERSTANDING ("MOU") by and between the City of Panama City Florida, Community Redevelopment Agency, Downtown North & Millville CRA Districts party of the first part (hereinafter sometimes called the "CRA"), with the address of 501 Harrison Avenue, Panama City, Florida 32401, First Baptist Church (hereinafter called FBC), with the address of ____________________ and World Changers Organization (hereinafter called WCO), with the address of ____________________, both FBC & WCO party of the second part, is for the purpose of providing Residential Improvement Assistance to those individuals living within the boundaries of the Downtown North & Millville CRA districts, who cannot financially afford to participate in the current Residential Improvement Grant program offered by the CRA, the Downtown North Redevelopment Project Area (DTN) and Millville Redevelopment Project Area (MIL) in Panama City, Florida.

WHEREAS, the Downtown North and Millville Plans state that Residential use constitutes the largest component of the existing land use in the redevelopment area, the Plans also call for further improvement and stabilization of the residential neighborhoods. (p. 17 DTN Plan & p. 28 MIL Plan)

WHEREAS, a committee of community resources including First Baptist Church and World Changers Organization, has been formed to address the needs of those individuals that cannot financially participate in the current Residential grants program of the CRA;

WHEREAS, the Downtown North and Millville CRA districts would like to partner with the FBC and WCO to ensure the needs of those individuals identified above are met by providing assessments that will include criteria demonstrating financial eligibility to participate in services.

FUNDING

WHEREAS, the DTN CRA will contribute no more than $70,000 and MIL CRA will contribute no more than $10,000 for identified projects in each district. The CRA will
provide funds not to exceed $80,000 for reimbursement for supplies to be used this fiscal year, 2018/2019. These funds will be used for exterior renovations to eligible applicants matched with in-kind construction work from FBC and WCO.

NOW THEREFORE, the FBC, WCO and the CRA hereby agree as follows:

SCOPE OF WORK:

- The CRA will notify homeowners via US mail about the program and will distribute and collect applications.
- The FBC and WCO will provide an assessment of those individuals/families seeking services under this MOU.
- FBC will process the applications and determine the projects that can be reasonably accomplished within the week timeframe of July 9-14, 2019.
- The FBC and WCO will provide an annual report that will include: number of assessments, number of people served, funds expended and outcomes achieved.

Agreed/ Disagree

_________________________  _______________________

Mayor Greg Brudnicki    City Manager

_________________________

Mark McQueen

_________________________

David Flatt, Director

First Baptist Church & World Changers Organization
AGENDA ITEM REQUEST FORM

02/26/2019

ITEM: Consideration to Approve the fencing and lighting repair’s for A.D. Harris Learning Village.

BACKGROUND INFORMATION: The CRA staff is requesting approval of the fencing repairs for A.D. Harris Learning Village. Due to the damaged caused by Hurricane Michael the fencing and lighting at A.D. Harris Learning Village needs to be repaired. Attached is a quote for the repair of the fencing only. We are still evaluating the lighting repair and anticipating quotes for fence repairs surrounding the 4 retention ponds located on Martin Luther King Jr, Blvd. which will be submitted at a later date.

DEPARTMENT HEAD RECOMMENDATION: To approve request to repair fencing at A.D. Harris Learning Village.

BUDGET IMPACT: YES

Is this a budgeted item? Yes

If Yes, How much Budgeted?

COST CENTER AFFECTED: 140-5514 DTN

Requested By: Michael Johnson, CRA and Community Development Director

Date: February 26, 2019
<table>
<thead>
<tr>
<th>Product Code</th>
<th>Description</th>
<th>Qty</th>
<th>Unit</th>
<th>Price</th>
<th>Extended</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>FENCE ESTIMATE</td>
<td>1.00</td>
<td></td>
<td>6950.00</td>
<td>6950.00</td>
</tr>
</tbody>
</table>

**TOTAL 6950.00**

THANK YOU FOR YOUR BUSINESS!
AGENDA ITEM REQUEST FORM

02/26/2019

ITEM: Consideration to Approve the signage for A.D. Harris Learning Village.

BACKGROUND INFORMATION: The CRA staff is requesting the approval of new signage for A.D. Harris Learning Village. Approval for a new Digital sign for A.D. Harris Learning Village that would be a monument sign rather than a pole sign. This would improve the aesthetics of the location and increase the communication with the community of upcoming events at A.D. Harris Learning Village.

DEPARTMENT HEAD RECOMMENDATION: To approve purchase and installment of a monument sign for A.D. Harris Learning Village.

BUDGET IMPACT: YES

Is this a budgeted item? Yes

If Yes, How much Budgeted?

COST CENTER AFFECTED: 140-5514

Requested By: Toni Shamplain, CRA Manager

Date: February 26, 2019
AGENDA ITEM REQUEST FORM

02/26/2019

ITEM: Consideration to Approve/Revise CRA Concept Plans

BACKGROUND INFORMATION: As you are aware, Hurricane Michael caused such devastation to our area that it literally touched every aspect of Panama City, e.g., employment, education, infrastructure and especially housing. Recovery is ongoing, but extremely overwhelming. Housing shortages are expected to increase as costs and time associated with recovery efforts as the workforce needed to support rebuilding efforts are unable to secure affordable housing.

The Concept Plans for the CRA’s speak only about single-family housing development. As we meet and new ideas are developed such as granny flats, accessory dwellings, tiny houses, storage unit container housing, 3-D housing, or warehouse retrofitting, staff would like flexibility to inquiry, research, explore, and eventually implement these ideas/strategies as a way to develop both temporary housing units and permanent housing solutions.

Currently, there is no impact to the CRA’s budget. We will continue to update and advise the Board prior to implementation of any strategy.

DEPARTMENT HEAD RECOMMENDATION: Staff Recommends Approval.

BUDGET IMPACT: No

Is this a budgeted item? No

If Yes, How much Budgeted?

COST CENTER AFFECTED:

Requested By: Michael Johnson, CRA and Community Development Director

Date: February 26, 2019
LAND USE AND HOUSING

Shaded blocks indicate urban mixed-use developments.

PROPOSED
LAND USE

CONCEPT PLAN

Key Projects:
- Downtown West Neighborhood Town Center
- Shiel Management
- East Avenue
- County Office Facility
- Existing Land Use
- New Land Use
- Appropriate Adjacency
- Mixed Use
- Land Use

RECREATION AND OPEN SPACE

Key Projects:
- M.J. Reinhart Park
- Existing Central Park
- New Central Park
- Existing Recreation

ECONOMIC DEVELOPMENT

Key Projects:
- Watts Bayou
- Downtown West Neighborhood Town Center
- Shiel Management
- East Avenue
- County Office Facility
- Existing Land Use
- New Land Use
- Appropriate Adjacency
- Mixed Use
- Land Use

CONCEPT PLAN

Key Projects:
- Downtown West Neighborhood Town Center
- Shiel Management
- East Avenue
- County Office Facility
- Existing Land Use
- New Land Use
- Appropriate Adjacency
- Mixed Use
- Land Use

CIRCULATION AND CONNECTIVITY

Key Projects:
- Downtown West Neighborhood Town Center
- Shiel Management
- East Avenue
- County Office Facility
- Existing Land Use
- New Land Use
- Appropriate Adjacency
- Mixed Use
- Land Use

DOWNTOWN NORTH REDEVELOPMENT MASTER PLAN

APRIL, 2009
Community Features and Amenities

- Tennis courts
- Basketball court
- Outdoor pool and spa
- Fitness center
- Outdoor grilling area
- Picnic area
- Playground
- Walking trails
- Pet-friendly community

Housing

- One, two, and three-bedroom options
- Spacious living areas
- Hardwood and carpet flooring
- Granite countertops
- Stainless steel appliances
- Washer and dryer in select units
- Central air conditioning
- Ceiling fans
- Large windows for natural light

Contact Us

For more information or to schedule a tour, please contact us at (555) 555-5555 or email info@裡面公司.com.
AGENDA ITEM REQUEST FORM
02/26/2019

ITEM: Consideration of Approval of Lease with GSA for FEMA to rent Space at the A.D Harris Learning Village.

BACKGROUND INFORMATION: The following buildings have been allocated for use by FEMA.

A.D. Harris learning Village
819 E. 11th Street, Panama City, FL 32401
Building 1 – 2,448 sq. ft. – the City intends to maintain (2) offices at 816 Sq. Ft. (1,632) – 1 for the African American Cultural Center and Vita (tax services) who will move from Building 5 to allow FEMA total usage of the space.
Building 2 – 4,348 sq. ft.
Building 3 – 1,024 sq. ft.
Building 4 – 1,652 sq. ft.
Building 5 – 1,415 sq. ft.
Building 11 – 2,061 sq. ft.
Total Sq. footage - 12,948 sq. ft.

We are currently negotiating the terms of the lease which is to begin on or about March 15, 2019. Total monthly rental amount will be calculated as rent plus operating expenses including janitorial services, maintenance, insurance and utilities.

DEPARTMENT HEAD RECOMMENDATION: To approve request to lease A.D. Harris Learning Village with GSA for FEMA.

BUDGET IMPACT:

Is this a budgeted item?

If Yes, How much Budgeted?

COST CENTER AFFECTED:

Requested By: Michael Johnson, CRA and Community Development Director

Date: February 26, 2019
## U.S. GOVERNMENT LEASE FOR REAL PROPERTY

### (Short Form)

#### PART I - OFFER (Offeror completes Section A, C and D; Government shall complete Section B)

**NOTE:** All offers are subject to the terms and conditions outlined in Request for Lease Proposals No. 9F12395, Supplemental Lease Requirements document, General Clauses (GSA Form 3517A), and any other attachments included herein.

**A. LOCATION AND DESCRIPTION OF PREMISES OFFERED FOR LEASE BY GOVERNMENT**

<table>
<thead>
<tr>
<th>1. NAME AND ADDRESS OF BUILDING (Include nine-digit ZIP Code)</th>
</tr>
</thead>
<tbody>
<tr>
<td>819 E. 11th Street</td>
</tr>
<tr>
<td>Panama City, FL 32401</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2a. FLOOR(S)</th>
<th>2b. ROOM NUMBER(S)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>See PART II</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>2c. SQUARE FT.</th>
<th>2d. TYPE</th>
</tr>
</thead>
<tbody>
<tr>
<td>RENTABLE 12,948</td>
<td>GENERAL OFFICE</td>
</tr>
</tbody>
</table>

| ABOA | Common Area Factor | N/A |

<table>
<thead>
<tr>
<th>2e. NUMBER OF PARKING SPACES OFFERED</th>
</tr>
</thead>
<tbody>
<tr>
<td>STRUCTURED</td>
</tr>
<tr>
<td>SURFACE</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ANNUAL PARKING RATES (IF NOT INCLUDED IN RATES UNDER PART C BELOW)</th>
</tr>
</thead>
<tbody>
<tr>
<td>STRUCTURED $0.00/SPACE</td>
</tr>
</tbody>
</table>

#### B. TERM

<table>
<thead>
<tr>
<th>3a. To Have and To Hold the said Premises with its appurtenances for the term beginning upon acceptance of the Premises as required by this Lease and continuing for a period of Three (3) Months Firm, with Nine (9) 1-Month Options, subject to termination and renewal rights as may be hereinafter set forth. The commencement date of this Lease, along with any applicable termination and renewal rights, shall be more specifically set forth in a Lease Amendment upon substantial completion and acceptance of the Space by the Government.</th>
</tr>
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<table>
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<tr>
<th>3b. The Government may terminate this Lease, in whole or in parts, at any time effective after the Firm Term of this Lease, by providing not less than 30 days' prior written notice to the Lessee. The effective date of the termination shall be the day following the expiration of the required notice period or the termination date set forth in the notice, whichever is later. No rental shall accrue after the effective date of termination.</th>
</tr>
</thead>
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<table>
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<tr>
<th>3c. This Lease may be renewed at the option of the Government for a term of Nine (9) 1-Month Options at the rental rate(s) set forth below, provided notice is given to the Lessee at least 14 days before the end of the original Lease term; all other terms and conditions of this Lease, as same may have been amended, shall remain in full force and effect during any renewal term.</th>
</tr>
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</table>

**C. RENTAL**

<table>
<thead>
<tr>
<th>4. Rent shall be payable in arrears and will be due on the first workday of each month. When the date for commencement of the lease falls after the 15th day of the month, the initial rental payment shall be due on the first workday of the second month following the commencement date. Rent for a period of less than a month shall be prorated. Rent shall not be adjusted for changes in real estate taxes or operating costs.</th>
</tr>
</thead>
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<table>
<thead>
<tr>
<th>5a. AMOUNT OF ANNUAL RENT</th>
<th>5b. RENT PER MONTH</th>
</tr>
</thead>
</table>

**RENTAL RATE BREAKDOWN**

<table>
<thead>
<tr>
<th>6. BUILDING SHELL RENT (INCL. REAL ESTATE TAXES)</th>
<th>6a.</th>
<th>6b. Same as 6a</th>
<th>6c.</th>
</tr>
</thead>
<tbody>
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<td></td>
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<td></td>
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<thead>
<tr>
<th>7. OPERATING RENT</th>
<th>7a.</th>
<th>7b. Same as 7a</th>
<th>7c.</th>
</tr>
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<tbody>
<tr>
<td></td>
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<thead>
<tr>
<th>8. TURNKEY TENANT IMPROVEMENT RENT (See blocks 11 and 12 below for additional breakdown of cost and amortization rate)</th>
<th>8a.</th>
<th>8b. $0.00</th>
<th>8c. $0.00</th>
</tr>
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<tbody>
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<thead>
<tr>
<th>9. BUILDING SPECIFIC AMORTIZED CAPITAL (IF APPLICABLE)</th>
<th>9a.</th>
<th>9b. $0.00</th>
<th>9c. $0.00</th>
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<tr>
<th>10. TOTAL RENT</th>
<th>10a.</th>
<th>10b.</th>
<th>10c. $00</th>
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</table>

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<thead>
<tr>
<th>11. TENANT IMPROVEMENT COSTS</th>
<th>12. INTEREST RATE TO AMORTIZE TENANT IMPROVEMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0.00</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td></td>
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</tbody>
</table>
13. HVAC OVERTIME RATE PER HOUR  $0.00  14. ADJUSTMENT FOR VACANT PREMISES RATE ($/ABOA SF/YEAR)  N/A

D. OWNER IDENTIFICATION AND CERTIFICATION

15a. Name  
City of Panama City FL

15b. DUNS Number

15c. Address  
501 Harrison Avenue
15d. City  
Panama City
15e. State  
FL
15f. ZIP + 4  
32401

16. BY SUBMITTING THIS OFFER, THE OFFEROR AGREES UPON ACCEPTANCE OF THIS PROPOSAL BY HEREIN SPECIFIED DATE, TO LEASE TO THE UNITED STATES OF AMERICA, THE PREMISES DESCRIBED, UPON THE TERMS AND CONDITIONS AS SPECIFIED HEREIN, IN FULL COMPLIANCE WITH AND ACCEPTANCE OF THE AFOREMENTIONED RLP, WITH ATTACHMENTS.

☐ I have read the RLP with attachments in its entirety and am requesting no deviations

17. OFFEROR'S INTEREST IN PROPERTY

☐ OWNER  ☐ AUTHORIZED AGENT  ☒ OTHER (Specify)  City Manager, City of Panama City

18a. NAME  
Mark McQueen
18b. ADDRESS  
501 Harrison Avenue
18c. CITY  
Panama City
18d. STATE  
FL
18e. ZIP + 4  
32401

18f. Title  
City Manager
18g. E-mail address  
mcqueen@pcgov.org
18h. Telephone Number  
(850) 691-4565

18i. OFFEROR'S SIGNATURE

18j. DATE SIGNED

PART II - AWARD (To be completed by Government)

1. Your offer is hereby accepted. This award consummates the lease which consists of the following attached documents: (a) this GSA Form 3626, (b) Supplemental Lease Requirements, (c) Floor Plan delineating the Premises, (d) GSA Form 3517A, General Clauses (Acquisition of Leasehold Interests in Real Property for Small Leases), and (e) the following building improvements, changes or additions made or agreed to by you (if applicable):

2. A.D. Harris Learning Village lease will consist of the following:
Building 1 - 2,448 sq. ft. - the City intends to maintain (2) offices at 816 sq. ft. (1,632) - 1 for the African American Cultural Center and 2nd for VITA (tax services) who will move from Building 6 to allow FEMA total usage of the space.
Building 2 - 4,348 sq. ft.
Building 3 - 1,024 sq. ft.
Building 4 - 1,652 sq. ft.
Building 5 - 1,415 sq. ft.
Building 11 - 2,061 sq. ft.
Total Sq. footage available - 12,948 sq. ft.

Rent plus operating expenses will be provided which includes janitorial services, maintenance, insurance and utilities.

2. THIS DOCUMENT IS NOT BINDING ON THE GOVERNMENT OF THE UNITED STATES OF AMERICA UNLESS SIGNED BELOW BY AUTHORIZED LEASE CONTRACTING OFFICER.

3a. NAME OF LEASE CONTRACTING OFFICER (Type or Print)  
3b. SIGNATURE OF LEASE CONTRACTING OFFICER  
3c. DATE

GENERAL SERVICES ADMINISTRATION  
Page 2 of 2  
GSA Form 3626 (REV 3/18)
ITEM: Consideration to Approve Tax Incentive Grant for Air Temp

BACKGROUND INFORMATION: See attached. This item was placed on the February 12, 2019 Commission Agenda for consideration.

DEPARTMENT HEAD RECOMMENDATION: Staff recommend approval

BUDGET IMPACT:

Is this a budgeted item?

If Yes, How much Budgeted?

COST CENTER AFFECTED:

Personnel:

Operating:

Capital:

Revenue:

Requested By: Michael Johnson, Director CRA/ Community Development

Date: February 26, 2019
Fwd: Letter re Tax Incentive Grant for Air Temp - for 2.12.19 agenda

1 message

Churchwell, Sharon <schurchwell@pcgov.org>
To: Michael Johnson <mjohnson@pcgov.org>
Fri, Feb 22, 2019 at 9:20 AM

------------ Forwarded message ------------
From: Nevin Zimmerman <NZimmerman@burkeblue.com>
Date: Fri, Feb 8, 2019 at 11:31 AM
Subject: Letter re Tax Incentive Grant for Air Temp - for 2.12.19 agenda
To: Sharon Churchwell <schurchwell@pcgov.org>, Tricia Hovis <thovis@pcgov.org>
Cc: Darlene Hachmeister <dhachmeister@pcgov.org>, Garrett Wright <garrett@bayeda.com>, Jared Jones <jjones@pcgov.org>, Mark McQueen <mmcqueen@pcgov.org>, Tim Sloan <tsloan@sloanpa.com>, <becca@bayeda.com>

Nevin J. Zimmerman, Esq.

221 McKenzie Ave.
Panama City, FL 32401
(850) 769-1414 Office
(850) 215-6604 Direct Dial
(850) 819-7912 Cell
(850) 784-0857 Fax

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--
Sharon Churchwell
Executive Assistant
City of Panama City
Panama City, Florida
850-872-3010 or 850-872-3002

Letter to Commission re Air Temp Tax Incentive Grant 2.7.19.pdf
4222K
February 7, 2019

Panama City Commission
501 Harrison Avenue
Panama City, Florida 32401

Re: Property Tax Incentives for Air Temp of America, Inc.

Dear Mayor and Commissioners:

The City Commission, by and through its CRA, has been asked to (i) enter into the property tax abatement agreement that is attached as Exhibit A (the "Agreement") and (ii) adopt an ordinance that exempts the increased value of improvements on the property and personal property such as equipment (the "Ordinance" attached as Exhibit B).

At the February 12 meeting we are requesting the City Commission discuss the draft Agreement and have the first reading of the Ordinance. At the February 26, 2019 meeting the Commission will be requested by Air Temp to approve the Agreement and adopt the Ordinance.

The City Commission adopted Resolution No. 20170911.1 on September 25, 2017 (attached as Exhibit C) that resolved to support the economic development efforts of Bay Economic Development Alliance by providing for the reimbursement of all of the City property taxes for a period of 10 years for a project known as "Project Siesta."

In addition to incentives from the State of Florida, the EDA offered Air Temp of America, Inc. ("Air Temp"), the company from Mexico that was "Project Siesta", 100% property tax abatement or reimbursement for ten (10) years in exchange for creating at least 50 jobs at an average annualized wage of at least $37,500 pursuant to the attached State of Florida Department of Economic Opportunity Qualified Target Industry Tax Refund Agreement (the "DEO Agreement").

Air Temp purchased the old Boyd Brothers parcel in 2018 for $2,300,000. Bay County adopted Ordinance 18-15 granting an ad valorem tax abatement on improvements to real property and personal property (attached as Exhibit D). Air Temp entered into the DEO Agreement on August 10, 2018.
Even after the adoption of the Ordinance by the City, Air Temp will still be required to pay City property taxes on the value of the property on the date of purchase. The effect of the draft Agreement is to use City/CRA tax revenues to provide an annual grant to Air Temp that is equal to any City property taxes paid by Air Temp for a period of ten years.

The effect of the attached ordinance (first reading only on February 12) is to exempt property taxes on any post-purchase improvements on the real property and personal property taxes (equipment) for the next ten years.

The request is to discuss the Agreement and conduct the first reading of the Ordinance.

Sincerely yours,
BURKE BLUE

Nevin Zimmerman, Esq.

CC:
Mark McQueen
Jared Jones
Darlene Hachmeister
Garrett Wright - EDA
Tim Sloane – Attorney for Air Temp.
WHEREAS, the City Commission adopted Resolution No. 20170911.1 on September 25, 2017 that resolved to support the economic development efforts of the Bay Economic Development Alliance by providing for the reimbursement of all of the City property taxes for a period of 10 years for a project known as "Project Siesta;"

WHEREAS, in addition to incentives from the State of Florida, the EDA offered Air Temp of America, Inc. ("Air Temp"), the company from Mexico that is "Project Siesta", 100% property tax abatement or reimbursement for ten (10) years in exchange for creating at least 50 jobs at an average annualized wage of at least $37,500 pursuant to an agreement with State of Florida Department of Economic Opportunity Qualified Target Industry Tax Refund Agreement dated August 10, 2018 (the "DEO Agreement");

WHEREAS, on April 4, 2018 Air Temp purchased the old Boyd Brothers parcel consisting of 8.879 acres at 423 East 15th Street that is located within the Downtown North CRA on April 4, 2018 ("Air Temp Property");

WHEREAS, the Bay County County Commission adopted Ordinance 18-15 granting to Air Temp an ad valorem tax abatement on improvements to real property and personal property;

WHEREAS, Air Temp entered into the DEO Agreement on August 10, 2018 and a County Industry Recruitment, retention & Expansion Fund Grant Agreement with Bay County dated _______, 2018 (the "County Grant Agreement");

WHEREAS, the Downtown North CRA plan provides that economic development in Downtown North is the essential component of community development that is meant to provide individuals with employment opportunities to secure a living wage with benefits comparable to other areas in the region, and that the CRA should work with the City to take actions to attract new investment and jobs by providing a diverse range of incentives and tax credits for businesses looking to locate into the Downtown North CRA;

WHEREAS, the City Commission (the "City") and Panama City Community Redevelopment Agency (the "CRA") desire to enter into this Grant Agreement with Air Temp.

NOW THEREFORE the City, the CRA and Air Temp agree as follows:

1. The City and CRA agree to provide Air Temp an annual grant for a period of ten years in an amount equal to any real property taxes paid to the City and CRA by Air Temp on the Air Temp Property (the "Annual Grant Amount"), such grant to commence for real property taxes levied for the 2019 tax year.
2. Prior to receiving the grant, Air Temp shall make a request for the Annual Grant Amount and shall certify that all City real property taxes have been paid and that it is in compliance with the DOE Agreement, the County Grant Agreement and Ordinance No. ________ adopted by the City on February 26, 2019.

3. In the event Ordinance No. ________ is repealed by the City, the DOE Agreement is terminated by the State of Florida or the County Grant Agreement is terminated by Bay County, the City and CRA are relieved from any obligation to make the Annual Grant Amount and this Agreement shall be terminated by the City. Upon such termination, Air Temp shall have no claim or cause of action for any additional Annual Grant Amounts.

SIGNATURES
AN ORDINANCE OF PANAMA CITY, FLORIDA GRANTING AD VALOREM TAX EXEMPTION TO AIR TEMP OF AMERICA, INC., FOR ITS REAL PROPERTY AND IMPROVEMENTS THEREON AND FOR ASSOCIATED PERSONAL PROPERTY AS HEREIN DEFINED AS A NEW BUSINESS, PURSUANT TO THE STATUTES, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, application has been made by Air Temp of America, Inc. (the “Company”), whose address is 901 Fonce De Leon Blvd, Suite 303 pursuant to §196.012(15) Florida Statutes, for ad valorem tax exemption as a new business, and

WHEREAS, the Company is the owner of the real property and is responsible for payment of taxes on all of its real and tangible property, and

WHEREAS, the Property Appraiser has reported as follows:

1. The total revenue available to the City for the current fiscal year from ad valorem tax sources is $__________;

2. There has been a $__________ loss of revenue to the City for the current fiscal year by virtue of exemptions previously granted pursuant to Florida Statutes;

3. The granting of the tax exemption to the Company would lessen ad valorem taxes during the current fiscal year by $__________ for real property to be constructed as specified in Exhibit “A” and $__________ for the tangible personal property listed in Exhibit “B”; and

4. That the estimate of the taxable value lost to the City if the exemption to the Company is granted would be approximately $__________ in the value of improvements to real property and $__________ in the value of personal property, with the predominate value being real property; and

5. That the exemption will remain in effect for a period of up to ten (10) years subject to the Board’s right of revocation provided herein and otherwise provided by law, with the last year in which the exemption may be applied being 2029; and

6. That the Company meets the requirements of §196.012(15), Florida Statutes, as it defines “New Business”; and
WHEREAS, the Board does hereby find that the expansion of employment opportunities will result in the creation of at least 10 more full time jobs, and would be in the best interest to the public; and

WHEREAS, the Board declares that the purpose of the Florida Law allowing cities to grant new or expanding businesses an ad valorem exemption is not fulfilled unless the real property and improvements thereon and tangible personal property continue to be used during the entire tax exempt period for a manufacturing or other statutory tax exempt purpose as described in §196.012(14) or (15), Florida Statutes, (the “Act”); and

WHEREAS, but for the provisions in this Ordinance that ensure that the purpose and intent of the law allowing tax exemption for new businesses or expanding businesses are met by providing for procedures to revoke the tax exemption granted herein during the tax exemption period, this Ordinance granting an ad valorem tax exemption would not have been adopted.

NOW, THEREFORE, BE IT ENACATED BY THE PEOPLE OF THE CITY OF PANAMA CITY, FLORIDA:

Section 1. Tax Exemption. An ad valorem tax exemption is hereby granted to the Company for a period of up to ten (10) years subject to the Board’s right of revocation provided herein and commencing this calendar year upon one hundred percent (100%) of the assessed value of all improvements to the real property hereinafter described made by or for the use of the Company and all tangible personal property of the Company, said real property being described in Exhibit A and tangible personal property described in Exhibit B, attached hereto and incorporated herein by this reference.

Provided, however, that during the first five years of this exemption, no tax exemption shall be made available if there remains unpaid sums available under the Industry Recruitment, Retention & Expansion Fund Grant Agreement with the Company.

Section 2. Annual Certificate of Company. On or before October 1, 2019, and annually thereafter during the time period the Company has the ad valorem tax exemption granted herein, the Company shall file with the City Manager a certificate that affirmatively states that the real property and tangible personal property described in Exhibits “A” and “B”, respectively, are being used for an industrial or manufacturing or other statutory tax exempt purpose as described in §196.012(14) or (15), Florida Statutes, and that the representations made by the Company in its application are currently true and correct as of each certification.

Section 3. Revocation of Tax Exemption. If the Company fails to file the certificate as required in Section 2 or files a certificate that does not comply with the requirements of Section 2 or at any time after this Ordinance takes effect and until the tax exemption expires, the Commission may adopt an ordinance making a finding that the real property and tangible personal property as described in Exhibits “A” and/or Exhibit “B”, respectively, and improvements thereon are no longer being used for an industrial or manufacturing or other
statutory tax exempt purpose as described in §196.012(14) or (15), Florida Statutes, and revoking the ad valorem tax exemption effective the end of the current year said ordinance is adopted. The real property and improvements thereon and tangible personal property shall no longer be deemed as being used for a tax exempt purpose if the number of employees then employed are substantially less than the number represented in the Company’s application and as stated in this Ordinance, and if said lowered employment substantially impairs the ability of the Company or its successor in interest to operate an industrial or manufacturing plant or other tax exempt business in that the purpose and intent of State law and this Ordinance are not met. Nothing herein shall prohibit the Company or its affiliated entities or successors in interest from re-applying for an ad valorem tax exemption pursuant to the State law in effect at the time of said application after said Ordinance is adopted.

Section 4. **Revocation Procedure.** The procedure for holding a fact finding hearing to consider the adoption of the ordinance contemplated in Section 3 revoking the tax exemption granted by Section 1 shall be as follows:

Notice of public hearing to consider the adoption of an ordinance that finds the real property and improvements thereon are no longer being used for an industrial or manufacturing or other statutory purpose as described in §196.012(14) or (15), Florida Statutes, and that revokes the ad valorem tax exemption shall be given not less than fourteen (14) days before the hearing by certified mail or actual service, constructive service may be made in this same manner as is provided in Chapter 49, Florida Statutes.

The Commission and the Company or its successor in interest at the public hearing shall have an opportunity to respond, to present evidence and argument on the fact finding in the proposed ordinance and to be represented by counsel. The Commission shall allow the general public an opportunity to present relevant evidence, and the Board, the Company or its successor in interest shall be given an opportunity to cross-examine or challenge or rebut said relevant evidence. Findings of fact shall be based exclusively on the evidence of record and on matters officially recognized.

Section 5. **Severability.** It is declared to be the intent of the Board that if any section, subsection, sentence, clause, phrase, or provision of this Ordinance is held invalid or unconstitutional, that such invalidity or unconstitutionality shall be construed to render invalid or unconstitutional the Ordinance in its entirety.

Section 6. **Repeal.** All ordinances, or parts of ordinances in conflict with this ordinance are to the extent of such conflict hereby repealed.

Section 7. **Effective Date.**

This ordinance shall become effective upon its passage.
PASSED, APPROVED AND ADOPTED at the regular meeting of the city Commission of the City of Panama City, Florida, the 26th day of February, 2019.

CITY OF PANAMA CITY, FLORIDA

By ____________________________
Greg Brudnicki, Mayor

ATTEST:

______________________________
T. D. Hachmeister, City Clerk-Treasurer

Reviewed as to correctness of form and content:

______________________________
City Attorney
**Economic Development Ad Valorem Property Tax Exemption**

*Chapter 196.955, Florida Statutes*

To be filed with the Board of County Commissioners, the governing body of the municipality, or both, no later than March 1 of the year the exemption is desired to take effect.

**Address:**

4612 E. 42nd St., St. Petersburg, FL 33703

**Telephone Number:**

(727) 893-3160

---

### Table: Description of Improvements

<table>
<thead>
<tr>
<th>Description of Improvement</th>
<th>Appraised Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Building</td>
<td>$2,300,000.00</td>
</tr>
<tr>
<td>Land and Improvements (as shown on the tax roll)</td>
<td>$1,233,000.00</td>
</tr>
<tr>
<td>Total</td>
<td></td>
</tr>
</tbody>
</table>

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**APPRAISER'S USE ONLY**

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</tr>
<tr>
<td>Total</td>
<td></td>
</tr>
</tbody>
</table>

---

**A. Average Value of Improvement: $2,300,000.00**

---

**4. Employment:**

- A. Number of current employees to be employed in Florida: 50

---

**5. Sales factor for this tax year requesting exemption:**

- Total sales in Florida from the taxable year (exclusive of the taxable year) $0.00 (0%)

---

**6. Attachment:**

- Signature of the Appraiser: [Signature]

---

**Date:** July 24, 2019

**Applicant:** [Name]
RESOLUTION NO. 20170911.1

A RESOLUTION OF INTENT OF THE CITY OF PANAMA CITY TO SUPPORT THE BAY ECONOMIC DEVELOPMENT ALLIANCE IN THEIR EFFORTS TO BRING A MANUFACTURING COMPANY KNOWN AS PROJECT SIESTA TO THE CITY OF PANAMA CITY.

WHEREAS, the Bay Economic Development Alliance promotes economic development in Bay County through recruitment of businesses and has recruited an industrial company seeking to purchase property and locate operations in the City of Panama City; and

WHEREAS, the City of Panama City along with Bay Economic Development Alliance realizes our area is in competition with several other Southeastern cities for the location of this company; and

WHEREAS, the business known as Project Siesta requires additional incentives in order for relocation to the City of Panama City and for the City of Panama City to stay competitive with other locations; and

WHEREAS, the City of Panama City can provide these incentives over a period of 10 years with proof of performance and jobs created; and

WHEREAS, said incentives will be a reimbursement of paid property taxes to the City of Panama on the parcels of properties the company known as Project Siesta will purchase and locate operations; and

WHEREAS, these incentives will directly benefit job creation in a City of Panama City Community Redevelopment Agency and;

WHEREAS, the incentives will directly benefit job creation of which economic development and job creation are two of the primary functions of Community Redevelopment Agencies.

NOW, THEREFORE BE IT RESOLVED by the people of the City of Panama City, acting through their duly elected representatives, that the people of the City of Panama City support the economic development efforts of Bay Economic Development Alliance, the recruitment of the company known as Project Siesta, and the reimbursement of property taxes for a period of 10 years after the completed purchase of the proposed property where the company’s operations are to be located.
PASSED AND ADOPTED this 25th day of September, 2017.

(CORPORATE SEAL)

ATTEST:

T. D. Hachmeister, City Clerk - Treasurer

CITY OF PANAMA CITY
BY THE CITY COMMISION

Greg Rudnicki, Mayor

CITY ATTORNEY’S OFFICE
Approved as to form and legality

By:
Nevin J. Zimmerman, Esq.
ORDINANCE NO. 18-15

AN ORDINANCE OF BAY COUNTY, FLORIDA
ENTITLED “AN ORDINANCE GRANTING AD
VALOREM TAX EXEMPTION TO AIR TEMP OF
AMERICA, INC., FOR ITS REAL PROPERTY AND
IMPROVEMENTS THEREON AND FOR
ASSOCIATED PERSONAL PROPERTY AS HEREIN
DEFINED AS A NEW BUSINESS, PURSUANT TO
THE STATUTES, AND PROVIDING FOR AN
EFFECTIVE DATE”.

WHEREAS, application has been made by Air Temp of America, Inc. (the “Company”),
whose address is Km. 10, Carretera Merida-Umán, Tablaje Rustico 4193, Umán, Yucatan,
Mexico 97390, pursuant to §196.012(15) Florida Statutes, for ad valorem tax exemption as a
new business, and

WHEREAS, the Company is the owner of the real property and is responsible for
payment of taxes on all of its real and tangible property, and

WHEREAS, the Property Appraiser has reported as follows:

1. The total revenue available to the County for the current fiscal year from ad
valorem tax sources is $74,340,019.

2. There has been a $71,141.00 loss of revenue to the County for the current fiscal
year by virtue of exemptions previously granted pursuant to Florida Statutes;

3. The granting of the tax exemption to the Company would lessen ad valorem taxes
during the current fiscal year by $7,467 for real property to be constructed as specified in
Exhibit “A” and for the tangible personal property listed in Exhibit “B”; and
4. That the estimate of the taxable value lost to the County if the exemption to the Company is granted would be approximately $1,627,585 in the value of improvements to real property and $1,233,000 in the value of personal property, with the predomin ate value being real property; and

5. That the exemption will remain in effect for a period of up to ten (10) years subject to the Board's right of revocation provided herein and otherwise provided by law, with the last year in which the exemption may be applied being 2029; and

6. That the Company meets the requirements of §196.012(15), Florida Statutes, as it defines "New Business"; and

WHEREAS, the Board does hereby find that the expansion of employment opportunities will result in the creation of at least 10 more full time jobs, and would be in the best interest to the public; and

WHEREAS, the Board declares that the purpose of the Florida Law allowing counties to grant new or expanding businesses an ad valorem exemption is not fulfilled unless the real property and improvements thereon and tangible personal property continue to be used during the entire tax exempt period for a manufacturing or other statutory tax exempt purpose as described in §196.012(14) or (15), Florida Statutes, (the "Act"); and

WHEREAS, but for the provisions in this Ordinance that ensure that the purpose and intent of the law allowing tax exemption for new businesses or expanding businesses are met by providing for procedures to revoke the tax exemption granted herein during the tax exemption period, this Ordinance granting an ad valorem tax exemption would not have been adopted.
NOW, THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Bay County:

Section 1. **Tax Exemption.** An ad valorem tax exemption is hereby granted to the Company for a period of up to ten (10) years subject to the Board’s right of revocation provided herein and commencing this calendar year upon one hundred percent (100%) of the assessed value of all improvements to the real property hereinafter described made by or for the use of the Company and all tangible personal property of the Company, said real property being described in Exhibit “A” and tangible personal property described in Exhibit “B”, attached hereto and incorporated herein by this reference.

Provided, however, that during the first five years of this exemption, no tax exemption shall be made available if there remains unpaid sums available under the County Industry Recruitment, Retention & Expansion Fund Grant Agreement with the Company.

Section 2. **Annual Certificate of Company.** On or before October 1, and annually thereafter during the time period the Company has the ad valorem tax exemption granted herein, the Company shall file with the County Manager a certificate that affirmatively states that the real property and tangible personal property described in Exhibits “A” and “B”, respectively, are being used for an industrial or manufacturing or other statutory tax exempt purpose as described in §196.012(14) or (15), Florida Statutes, and that the representations made by the Company in its application are currently true and correct as of each certification.

Section 3. **Revocation of Tax Exemption.** If the Company fails to file the certificate as required in Section 2 or files a certificate that does not comply with the requirements of Section 2 or at any time after this Ordinance takes effect and until the tax
exemption expires, the Board may adopt an ordinance making a finding that the real property and tangible personal property as described in Exhibits “A” and/or Exhibit “B”, respectively, and improvements thereon are no longer being used for an industrial or manufacturing or other statutory tax exempt purpose as described in §196.012(14) or (15), Florida Statutes, and revoking the ad valorem tax exemption effective the end of the current year said ordinance is adopted. The real property and improvements thereon and tangible personal property shall no longer be deemed as being used for a tax exempt purpose if the number of employees then employed are substantially less than the number represented in the Company’s application and as stated in this Ordinance, and if said lowered employment substantially impairs the ability of the Company or its successor in interest to operate an industrial or manufacturing plant or other tax exempt business in that the purpose and intent of State law and this Ordinance are not met. Nothing herein shall prohibit the Company or its affiliated companies from re-applying for an ad valorem tax exemption pursuant to the State law in effect at the time of said application after said Ordinance is adopted.

Section 4. Revocation Procedure. The procedure for holding a fact finding hearing to consider the adoption of the ordinance contemplated in Section 3 revoking the tax exemption granted by Section 1 shall be as follows:

(A) Notice of public hearing to consider the adoption of an ordinance that finds the real property and improvements thereon are no longer being used for an industrial or manufacturing or other statutory purpose as described in §196.012(14) or (15), Florida Statutes, and that revokes the ad valorem tax exemption shall be given not less than fourteen (14) days before the
hearing by certified mail or actual service, constructive service may be made in this same manner as is provided in Chapter 49, Florida Statutes.

(B) The Board and Company or its successors in interest at the public hearing shall have an opportunity to respond, to present evidence and argument on the fact finding in the proposed ordinance and to be represented by counsel. The Board shall allow the general public an opportunity to present relevant evidence, and the Board, the Company or its successor in interest shall be given an opportunity to cross-examine or challenge or rebut said relevant evidence.

(C) Findings of fact shall be based exclusively on the evidence of record and on matters officially recognized.

Section 5. Severability. It is declared to be the intent of the Board that if any section, subsection, sentence, clause, phrase, or provision of this Ordinance is held invalid or unconstitutional, that such invalidity or unconstitutionality shall be construed to render invalid or unconstitutional the Ordinance in its entirety.

Section 6. Repeal

All ordinances, or parts of ordinances in conflict with this ordinance are to the extent of such conflict hereby repealed.

Section 7. Inclusion in Code.

It is the intention of the board of county commissioners of Bay County Florida, and it is hereby provided that the provisions of this ordinance shall become and be made a part of the Code of Bay County, Florida; that the sections of this ordinance may be renumbered or re-
lettered to accomplish such intention; and that the word “ordinance” may be changed to “section”, “article” or other appropriate designation.

Section 8.   Effective Date.

A certified copy of this Ordinance as enacted shall be filed by the Clerk of the Board with the office of the Secretary of State of the State of Florida within ten (10) days after enactment, and this Ordinance shall take effect in accordance with Section 125.66(2), Florida Statutes.

DONE AND ORDERED this 8 day of August, 2018.

BOARD OF COUNTY COMMISSIONERS
BAY COUNTY, FLORIDA

William T. Dozier, Chairman

ATTEST:

Bill Kinsaul
Clerk of Circuit Court

Reviewed as to correctness of Form and content:

County Attorney
PARCEL I:
Beginning at a point on the North R/W line of Florida 30-A, which is 40 feet North and 300 feet West of the Southeast Corner of the Southeast Quarter of the Southwest Quarter of the Southwest Quarter of Section 33, Township 3 South, Range 14 West, Bay County, Florida; thence South 89 degrees 43 minutes West, 100 feet; thence North 618.4 feet; thence North 89 degrees 43 minutes East, 100 feet; thence South 618.4 feet to the Point of Beginning; being the West 100 feet of the East 400 feet of said Southeast Quarter of the Southwest Quarter of the Southwest Quarter of Section 33, Township 3 South, Range 14 West.

PARCEL II:
Beginning at a point on the North R/W line of Florida 30-A which is 40 feet North and 200 feet West of the Southeast Corner of the Southeast Quarter of the Southwest Quarter of the Southwest Quarter of Section 33, Township 3 South, Range 14 West, Bay County, Florida; thence South 89 degrees 43 minutes West, 100 feet; thence North 618.4 feet; thence North 89 degrees 43 minutes East, 100 feet; thence South 618.4 feet to the Point of Beginning; being the West 100 feet of the East 300 feet of said Southeast Quarter of the Southwest Quarter of the Southwest Quarter of Section 33, Township 3 South, Range 14 West.

PARCEL III:
Beginning at a point on the North R/W line of Florida 30-A which is 40 feet North of and North 89 degrees 43 minutes East, 100.7 feet from the Southwest Corner of the Southeast Quarter of the Southwest Quarter of the Southwest Quarter of Section 33, Township 3 South, Range 14 West, Bay County, Florida; and running thence North 618.4 feet; thence North 89 degrees 43 minutes East, 170.00 feet; thence South 618.4 feet; thence South 89 degrees 43 minutes West, 170 feet to the Point of Beginning. Less that portion lying within Parcel I above.

PARCEL IV:
Beginning at a point on the North R/W line of Florida 30-A which is 40 feet North of the Southeast Quarter of the Southwest Quarter of the Southwest Quarter of Section 33, Township 3 South, Range 14 West, Bay County, Florida; thence with said right of way line South 89 degrees 43 minutes West, 200 feet; thence North 618.4 feet; thence North 89 degrees 43 minutes East, 200 feet; thence South 618.4 feet to the Point of Beginning. Being the East 200 feet of said Southeast Quarter of Southwest Quarter of Southwest Quarter of Section 33, Township 3 South, Range 14 West, Bay County, Florida.

PARCEL V:
Commence at the Southwest corner of the Southeast Quarter of the Southwest Quarter of the Southwest Quarter of Section 33, Township 3 South, Range 14 West, Bay County, Florida; thence North 40 feet to the North right of way line of 15th Street (80 foot right of way); thence North 89 degrees 43 minutes 00 seconds East along said North right of way line for 100.7 feet; thence leaving said North right of way line run North 00 degrees 36 minutes 54 seconds East for 194.42 feet to the Point of Beginning; then continue North 00 degrees 36 minutes 54 seconds East for 423.47 feet to the South right of way line of 16th Street; thence South 89 degrees 44 minutes 14 seconds East along said South right of way line for 370.55 feet; thence leaving said South right of way line run South 00 degrees 44 minutes 35 seconds West for 431.31 feet; thence North 89 degrees 10 minutes 26 seconds West for 169.08 feet; thence North 00 degrees 27
EXHIBIT "B"

Tangible personal property associated the operation of an automotive parts manufacturing facility, including manufacturing related to heat exchangers, HVAC modules, and plastic parts for all of the OEM and AFM, including injection machines, core builders, crimping machines, and leak testers, and related materials, and including those items identified on the Economic Development Ad Valorem Property Tax Exemption application filed May 22, 2018 by Air Temp of America, Inc.
Panama City Community Redevelopment Agency

501 Harrison Avenue; Panama City, FL, 32401
Phone: Temporary (850) 691-4587

Community Redevelopment Agency Quarterly Report
February 26, 2019

- **CRA Grants** - The impact of Hurricane Michael has been so devastating to our communities, many residents and business owners are now beginning to seek assistance for their homes and businesses. We did not have any grant requests from October to January.

- **Downtown North CRA Plan** - The continued update of the Downtown North CRA plan will take place on March 6th and 7th. The next steps in the CRA Plan update are the facilitation of stakeholder interviews and hosting a Community Open House Workshop. The events are scheduled to be held at the A. D. Harris Learning Village cafeteria. Key stakeholders may include, but not limited to Cultural groups, Faith based groups, neighborhood residents

- **World Changers** - This year's World Changers event will take place June 24 through June 29, 2019. Residents from the Millville and Downtown North CRAs can participate in the residential improvement efforts. Applications are being mailed to each resident within the districts.

- **Downtown Improvement Board** - Staff has been working with the DIB, attending meetings as well as working with merchants requesting grants.