

November 1, 2011

Retirement Reception- Glenn Davis
5:30 p.m.

Regular Public Meeting
6:00 p.m.

Commission Chamber
City Hall
Port St. Joe, Florida



City of Port St. Joe

Mel Magidson, Mayor-Commissioner
Bill Kennedy, Commissioner, Group I
Bo Patterson, Commissioner, Group II
Lorinda Gingell, Commissioner, Group III
Rex Buzzett, Commissioner, Group IV

[All persons are invited to attend these meetings. Any person who decides to appeal any decision made by the Commission with respect to any matter considered at said meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The Board of City Commission of the City of Port St. Joe, Florida will not provide a verbatim record of this meeting.]

BOARD OF CITY COMMISSION

Regular Public Meeting

6:00 p.m.

City Hall

Commission Chamber

Tuesday October 18, 2011

Call to Order

Consent Agenda

Minutes

- August 30, 2011 Workshop Meeting Pages 1-2
- September 6, 2011 Workshop Meeting Pages 3-5
- September 15, 2011 Special Meeting Pages 6-8
- September 27, 2011 Special Meeting Pages 9-10
- October 18, 2011 Regular Meeting Pages 11-20

City Attorney

City Manager Report

Old Business:

- Gulf Coast Hope Center Page 21
- WastePro-Proposed Rate Increase Response Letter Page 22
- PDRB Membership
- Community Appreciation Day/ Trail Dedication
- Gulf Pines Hospital Property- Update Page 23

New Business:

- Community Events- Barry Sellers
- City Audit Schedule

Surface Water Plant

- Update

Waste Water Plant

- Update

Public Works

- Update
- Flushing Program- Update
- Meter Installations- Update
- Landscaping Contract- Request to go out for bids

City Engineer

- SRF Water Distribution Project- Request to go out for bids

- **Garrison/Madison Multi-Path- Update**

Code Enforcement

- **Update**

Police Department

- **Update**

Grants

- **Update**

PSJRA

- **Update**

City Clerk

Citizens to be Heard

Discussion Items by Commissioners

Motion to Adjourn

**MINUTES OF THE WORKSHOP MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD
IN THE COMMISSION CHAMBERS AT CITY HALL, AUGUST 30, 2011
AT 2:00 P.M.**

The following were present: Mayor Magidson, Commissioners Buzzett, Gingell, Patterson and Kennedy. City Manager Charlie Weston, Attorney Tom Gibson and City Clerk Jim Anderson were also present.

Water and Sewer Utility Rates:

Mr. Weston noted that we are here today to review our Water and Sewer Financial Management Plan and would like to bring a revised budget back to the Commission on September 6, 2011.

Andy Burnham, Burton & Associates:

Mr. Burnham noted that a full Utility Rate Study was completed last year along with an Impact Fee Study. A multi year plan with rate adjustments through FY 2015, was also adopted by the Commission. We are committed to review the financials each year and have completed a limited update at this time. A reduction in the Operation and Maintenance Expenses for sewer has been identified in the form of approx. \$180K for electricity. Renewal and replacement for water and sewer could be deferred and the State Revolving Fund Debt for the Headworks and Sprayfield is lower than projected.

Commissioner Kennedy indicated that Phase II of the Water Distribution System upgrades could be pushed back.

Mr. Weston noted that we don't want to miss out on any possible grant dollars that may become available.

Mr. Burnham indicated that having coverage 1.25 times greater than your annual debt service is indicative of a "good" Utility System. Based on the update in 2012, we can reduce the rate increase from 8% to 5% on water and from 6% to 4.5% on

sewer. The previously approved plan of rate adjustments could be lowered due to O & M expense reductions and the deferral of R&R.

Mayor Magidson noted that higher volume users have paid a higher price to promote conservation. We have to make a decision, but it hurts because we have an inferior product. For many years the paper company help pay the bills.

Michael Burton re-enforced that we can reduce the amount of the Utility Rate Increase and indicated that last year was the first time we started gathering all of this information.

Mr. Weston noted that we are trying to make a good faith effort to the public to keep Utility Rates low and stabilize our Debt Service.

Mr. Burton also indicated that we are taking a conservative approach to growth.

Mr. Weston noted that we plan to have this same type of meeting next year to evaluate our Utility Rates. Hopefully, we will know where we are with Phase II of the Water Distribution System upgrades.

Commissioner Kennedy indicated that we need to decide what we want to do if Phase I of the Water Distribution System upgrades satisfy the Consent Order.

Mr. Weston closed in saying that we will meet again Tuesday September 6, 2011, to work out the details on the budget.

The workshop was adjourned at 2:50 P.M.

Approved this _____ day of _____ 2011.

Mayor Magidson

Jim Anderson, City Clerk

**MINUTES OF THE WORKSHOP MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD
IN THE COMMISSION CHAMBERS AT CITY HALL, SEPTEMBER 6,
2011 AT 5:00 P.M.**

The following were present: Mayor Magidson, Commissioners Buzzett, Gingell, Patterson and Kennedy. City Manager Charlie Weston, Attorney Tom Gibson and City Clerk Jim Anderson were also present.

2011-2012 Budget Workshop:

Mr. Weston indicated that we have two timelines.

Water & Sewer Utility Rates Amendment: 9/20- First Reading; 10/4- 2nd Reading and Consideration for adoption.

Budget: 9/15 First Reading; 9/27 2nd reading and consideration of adoption.

Mr. Weston also noted that the City bank balances are in pretty good shape, we are looking at no increase in Ad Valorem Tax and a reduction in the Utility Rate Increase.

We have \$473,250 in the budget for Capital Expenditures of which \$235, 945 will be used from the sale of the generators at the Waste Water Plant. This would leave approx. \$64K that could be used for bonuses, debt reduction, a sign at Frank Pate Park, Recycle Program or any number of items.

Commissioner Gingell would like to see no tax increase.

Commissioner Buzzett asked, "Is the 2% COLA in the budget?"

Mr. Weston responded, "Yes. The Bonus is To Be Determined and not in the budget. \$750 would be the average 2% to consider for a bonus."

Commissioner Gingell thought that we were looking at either a bonus or COLA.

Mayor Magidson wants to consider both because raises have not been given in three years and the City is in a lot better shape. He feels that we have asked a lot of our employees over the past three years. The reason he suggested across the board is because the lower paid employees have been hit the hardest.

Mr. Weston suggested that we may want to look at incentive pay in the future.

Commissioner Buzzett is comfortable with using \$750 for bonuses out of the remaining \$64k from the sale of the generators.

Mr. Weston noted that we will proceed with \$750 for bonuses. The City has also decided to go back to BC/BS with a \$700 Cap and a \$2,000 deductible. The BP claim process is also moving along and recommends fencing the money if we receive it.

Commissioner Kennedy recommends prioritizing our Capital Improvement Plan.

Mr. Weston noted that we have a five year CIP Plan, but we really need to look hard at what we do with these funds. He is proud of the workforce and the Commission for looking out for our personnel. We have had a 5% reduction in personnel and are holding the line on the cost of operations.

Commissioner Buzzett noted that with the new Headworks we will need to add personnel.

Mayor Magidson asked, "What effect have we had from the loss of Tracie Norwood?"

Mr. Weston noted that she was a good employee and Mr. Davis has an advertisement for him to review. This may be a time to step back and look at how we are doing business.

Commissioner Gingell asked, "How long will it take to replace all of the manual read meters?"

Mr. Weston responded, "John is looking for the best deal on the meters and mid December is a possibility."

Mr. Weston also noted that we will finalize the budget and proceed on September 15, 2011.

Ralph Roberson suggested that the City cut separate checks for the employee bonuses.

Mr. Davis thanked the Commission for looking out for the employees and for their consideration of the possibility of contracting out the cutting of hay at the new Sprayfield.

The workshop was adjourned at 5:43 P.M.

Approved this _____ day of _____ 2011.

Mayor Magidson

Jim Anderson, City Clerk

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD
IN THE COMMISSION CHAMBERS AT CITY HALL, SEPTEMBER 15,
2011 AT 5:01 P.M.**

The following were present: Mayor Magidson, Commissioners Buzzett, Gingell, Patterson and Kennedy. City Manager Charlie Weston, Attorney Tom Gibson and City Clerk Jim Anderson were also present.

Ordinance 470, Ad Valorem Taxes:

Public Hearing:

No one from the public spoke.

Motion by Commissioner Buzzett, 2nd by Commissioner Kennedy, to have the first reading of Ordinance 470. All in Favor; Motion carried 5-0.

Attorney Gibson read Ordinance 470 in its entirety.

Ordinance 471, 2011-2012 Budget:

Public Hearing:

No one from the public spoke.

Motion by Commissioner Buzzett, second by Commissioner Kennedy, to have the first reading of Ordinance 471. All in Favor; Motion carried 5-0.

Gulf Pines Hospital Site:

Attorney Gibson indicated that the City needs to decide if we want to dismiss the lawsuit or take the deed to the property tomorrow.

Mayor Magidson has met with the County Commission Chairman Yeager and County Administrator Butler last week to discuss the property. The problem is the potential cost and he wanted to see if the County would work with the City to cut the cost of the Property Tax Liens and the Tipping Fees to dispose of the building. It was indicated that the County could assist with the tipping fees and will discuss

the \$118K in Tax Certificates for next year. Approx. 20% of the tax certificates are due to the City with the County and School Board due approx. \$36K. An entity could apply for the Tax Deed if they paid all the taxes. If we can work together and get the property back on the Tax Roll, we could all benefit. The County Commission Chairman, County Administrator and School Board Superintendent are all willing to work with the City.

Commissioner Patterson has met with County Commissioner Smiley and County Administrator Don Butler as well and they are also willing to work with the City.

Mayor Magidson noted that they also talked about sharing any profits that may take place from the sale of the property.

Commissioner Gingell indicated that the City is taking all the risk and asked, "Is this a wise thing to do?"

Attorney Gibson is concerned that there won't be a responsible party to take over the Gulf Pines Hospital site.

Mr. Weston noted that if we take the possession of the deed, we have a cost of \$75K upfront to the IRS. We then may want to rezone the property to residential, value engineer the demolition cost, have a joint venture with the School & County and look for grant dollars.

Attorney Gibson indicated that it would take approx. 90-120 days for the IRS to auction off the property. We could still negotiate with the IRS and have the ability to purchase the property.

Commissioner Gingell noted that this would give the City time to have a solid agreement with the County and School Board.

Commissioner Kennedy approached the School Superintendent about a concession stand at the soccer fields and it was indicated that the school may want to make some type of property swap with the City.

Commissioner Kennedy also recommends that we get a survey and Demolition Bids.

Mayor Magidson noted that our goal is to get control of the Gulf Pines Hospital property either now or later.

Commissioner Gingell indicated that we have no formal agreement with the County or School Board at this time.

Mayor Magidson noted that the Gulf Pines site could cost the City \$50K to \$150K.

Motion by Commissioner Buzzett, 2nd by Commissioner Kennedy, to not take possession of the Gulf Pines Hospital Property and see if it comes up for auction at a better deal. All in Favor; Motion carried 5-0.

Commissioner Buzzett would like for the City to be in a position to bid on the Gulf Pines Hospital Property if it does go up for auction.

Attorney Gibson will dismiss the lawsuit tomorrow.

Motion by Commission Gingell, 2nd by Commissioner Patterson, to adjourn at 5:43.

Approved this _____ day of _____ 2011.

Mayor Magidson

Jim Anderson, City Clerk

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD
IN THE COMMISSION CHAMBERS AT CITY HALL, SEPTEMBER 27,
2011 AT 5:01 P.M.**

The following were present: Commissioners Gingell, Patterson, Buzzett and Kennedy. City Manager Charlie Weston, Attorney Russ Scholz and City Clerk Jim Anderson were also present. Mayor Magidson was absent.

Mayor Pro tem Buzzett chaired the meeting in the absence of Mayor Magidson.

Ordinance 470, Ad Valorem Taxes:

Public Hearing:

No one from the public spoke.

Motion by Commissioner Gingell, 2nd by Commissioner Kennedy, to have the 2nd reading of Ordinance 470. All in Favor; Motion carried 4-0.

Attorney Scholz read Ordinance 470 in its entirety.

Motion by Commissioner Gingell, 2nd by Commissioner Kennedy, to adopt Ordinance 470. All in Favor; Motion carried 4-0.

Ordinance 471, 2011-2012 Budget:

Public Hearing:

No one from the public spoke.

Motion by Commissioner Patterson, 2nd by Commissioner Kennedy, to have the 2nd reading of Ordinance 471. All in Favor; Motion carried 4-0.

Motion by Commissioner Gingell, 2nd by Commissioner Kennedy, to adopt Ordinance 472. All in favor; Motion carried 4-0.

The workshop was adjourned at 5:12 P.M.

Approved this _____ day of _____ 2011.

Mayor Magidson

Jim Anderson, City Clerk

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD
IN THE COMMISSION CHAMBERS AT CITY HALL, OCTOBER 18,
2011 AT 6:00 P.M.**

The following were present: Mayor Magidson, Commissioners Gingell, Kennedy and Patterson. City Manager Charlie Weston, Attorney Tom Gibson and City Clerk Jim Anderson were also present. Commissioner Buzzett was absent.

Consent Agenda:

National Friends of Libraries Week Proclamation:

Mayor Magidson presented Cathy Colbert, SHEILA Mahlkov, Mary K. Carpenter & Bobbye Johnson a proclamation declaring the week of October 16, 2011-October 22, 2011, National Friends of Libraries Proclamation.

Rotary International Proclamation:

Mayor Magidson noted that Rotary International was founded in 1905, and launched a program called Polio Plus in 1985 with the goal of eradicating Polio.

Mayor Magidson presented Father Tommy Dwyer, president of the Local Rotary Club, a proclamation declaring October 24, 2011, as World Polio Day.

Minutes:

Motion by Commissioner Gingell, 2nd by Commissioner Kennedy, to approve the Minutes for the August 23, 2011 Workshop. All in Favor; Motion carried 4-0

Commissioner Kennedy asked, "Did the City have a stenographer for the October 25, 2011?"

Mr. Anderson responded, "The City didn't hire one, but a stenographer was present."

Commissioner Gingell would like to add a comment that she made at the October 18, 2011 meeting. Commissioner Gingell would like for the City to follow thru with the county and Roy Lee Carter at the County Extension Office to make sure all the fields of Invasive Grasses have been removed and are monitored periodically.

Mayor Magidson noted that it would probably be appropriate to notify the County Administrator, Don Butler, to make sure they are aware of the action we have taken.

Commissioner Gingell is not sure who permitted the experimental fields of Invasive Grasses.

Motion by Commissioner Gingell, 2nd by Commissioner Kennedy, to approve the Minutes for the October 4, 2011 Regular Meeting with the addition of the comment from Commissioner Gingell. All in Favor; Motion carried 4-0.

Regular Agenda:

City Attorney:

BP Claim Update:

Attorney Gibson noted that the BP Claim has been released and sent to our Attorney for final resolution.

Mayor Magidson noted that we have agreed upon a claim amount after recalculating a few things from the first offer to approx. \$320K less Accounting and Legal Fees for 2010 Losses only. If we can prove losses for this year we could file another claim. He believes we have received satisfactory results.

Smart Growth Implementation Assistance:

Attorney Gibson noted that the deadline to apply for grants is at the end of the month. City Planner Marina Pennington will review our options and Mr. Gibson bring her recommendation back to the Commission at the next meeting.

City Manager, Charlie Weston:

David B. Langston Drive Dedication:

Mr. Weston indicated that a dedication will be held on site for the new David B. Langston Drive Tuesday October 25, 2011 at 5:00 P.M.

David B. Langston Drive:

Commissioner Kennedy noted that a lot of people stepped up to help make the road a reality. It seems like the PSJRA was going to provide lighting, sidewalks and sod on the new road. He feels that it's a good time to pursue funding.

Commissioner Gingell indicated that the PSJRA would provide sod immediately with lighting and sidewalks to be provided later when it becomes affordable.

Mr. Weston will discuss the issue with Gail Alsobrook the PSJRA Director.

City Website:

Mr. Weston noted that the upgrades to the City Website will go "live" tomorrow and will include the ability to make online payments. We have tried to make it a website that is meaningful to the public. He recognized staff for their work on the project, especially Robin Combs.

Community Appreciation Day:

Commissioner Kennedy indicated that the event is scheduled for November 19, 2011, from 9:00 A.M.-2:00 P.M. The free event will begin with a walk from the STAC House to the Centennial Building and a dedication for the Port Trail is planned for 11:30 A.M. at the Centennial Building. The intent is to show the City's appreciation to our citizens. We are also trying to stock the Food Bank with canned goods at the STAC House and/or Scout Hut.

Gulf Pines Hospital:

Mr. Weston noted that we are looking at grant possibilities for the demolition of the building.

Mayor Magidson asked, "Has the IRS taken any action on the property?"

Attorney Gibson noted that he left a message today with the IRS office in Jacksonville.

Nancy Leist, Feral Cats:

Ms. Leist would like for the City to place a message on the City Utility Bills reminding citizens to have their pets spayed or neutered. The problem with feral cats is affecting a lot of people in town. She has been trying to contact the University of Florida to request having a clinic here on an annual basis to deal with the problem. She would also like for the City to take a more proactive approach to feral cats.

Mayor Magidson asked, "Do we have two veterinarians in town?"

Ms. Leist responded, "Yes, but only Dr. Bias does surgeries."

Commissioner Kennedy noted that this is a serious problem. If we could be more proactive, maybe we could make some headway.

Ms. Leist indicated that most programs work on volunteers.

Mayor Magidson noted that he would be happy to write a letter to the University of Florida and contact Tim Nelson as well.

Planning and Development Review Board Membership.

Mr. Weston indicated that we have three members on the PDRB Board whose term expires on November 21, 2011.

Mayor Magidson believes that we are required to advertise for the volunteers.

Motion by Commissioner Gingell, 2nd by Commissioner Patterson, to advertise for Planning and Review Board memberships. All in Favor; Motion carried 4-0.

Retirement Announcement, Glenn Davis:

Mr. Davis thanked the Board for the opportunity to work for the City. He indicated several factors went into his decision and is requesting payment of 520 hours of Sick Leave and for his Annual Leave of approx. 200 hrs as of November 11, 2011.

Mayor Magidson expressed his appreciation for Mr. Davis' thirty eight years of service which in itself is commendable. We will miss you and whatever our policy is, you are entitled to.

Mr. Davis noted that the Personnel Manual says one thing, but policy is another.

Mayor Magidson wished that Mr. Davis would reconsider, but he appreciates all his hard work.

WastePro Proposed Rate Increase:

Mr. Weston indicated that a 3.6% rate increase has been requested effective January 1, 2012. WastePro agreed not to raise the rates for at least one year when they purchased EWS.

Mayor Magidson noted that something in the contract allows for a rate increase.

Mr. Weston responded, "Yes, up to 4% per year, but they should have given us the request before the new budget. I would like to send them a letter requesting no rate increase until May 2012.

Commissioner Gingell asked, "How much is 3.6%?"

Mike Lacour responded, "\$13K -\$15K for nine months."

WastePro Recycle Program:

Mr. Weston noted that a letter has been sent to all the businesses encouraging them to utilize the Recycle Program.

Commissioner Gingell asked, "Where is the Recycle Bin located at the STAC House?"

Commissioner Kennedy responded, "At the site of the old Tennis Court."

Port Theatre Initiative:

Mr. Weston noted that he has been asked to sit on the Board of Directors and feels that this site could serve as the anchor for Reid Avenue.

Surface Water Plant:

Mr. Davis indicated that the lead & copper test results are good and the White City Water Tank is scheduled for cleaning next month. We have had nine employees pass their test and four more are scheduled to sit for exams.

Mr. Davis requested direction as to the continued use of the Corrosion Inhibitor.

Mayor Magidson feels that we need to contact John Pope at DEP for direction.

Mr. Davis responded, "I hope the removal of Corrosion Inhibitor works, but there is a good chance it will get worse. Do you want me to write the letter?"

Mayor Magidson thinks that we should get Mr. Pope here to discuss the issue and stated, "I've always respected his input."

Mr. Davis noted that November 11, 2011, is his last day and Lynn Todd needs some help.

Mayor Magidson doesn't want to have a greater issue due to a lack of personnel.

Mr. Davis indicated that the City is required to have an operator with a Class A License in Water and a Class B in Sewer. Unless an employee passes the Class B License for Sewer the City will not have a licensed operator when he retires.

Mr. Weston recommends filling Mr. Davis' position, but not that of Tracie Norwood at this time.

Ms. Todd noted that she will be out on Annual Leave from November 16, 2011, thru Thanksgiving. She doesn't have anyone to handle sampling requirements in her absence. She will be retiring in May 2016, and needs someone to do outside

sampling. Her job has always been compliance, sampling and monitoring. It takes a minimum of one year to train someone and she is asking for help.

Mayor Magidson indicated that we need to schedule a workshop soon. If we reorganize that's fine, but we need a workshop when Commissioner Buzzett returns.

Mr. Davis noted that he and Ms. Todd know what their needs are.

Waste Water Plant:

No update

Public Works:

Auto Read Water Meters- Sole Source Certification:

Mr. Grantland indicated that we are proposing the replacement of approx. 500 Water Meters. Included in the agenda packet are letters that Empire Pipe is the sole provider.

Motion by Commissioner Gingell, 2nd by Commissioner Kennedy, to certify Empire Pipe as a Sole Source Provider of the Water Meters. All in Favor; Motion carried 4-0.

Mr. Grantland noted that the installation of the new Water Meters should be completed November 21, 2011.

Mr. Davis asked, "Do we expect any upsets in the Water Distribution System during installation?"

Mr. Grantland responded, "No difference than normal Water Meter changes."

Ms. Todd noted that on November 8, 2011 Water Samples are scheduled.

City Engineer:

Commissioner Kennedy asked, "When is the start date for the Madison Street/Garrison Avenue Multi-Path?"

Clay Smallwood, III, indicated that we have a contract issue with Anderson Columbia wanting to sub out a large portion of the work. The contractor is working on the issue and once resolved, the NTP will set the contract start date.

Mr. Weston noted that the contractor wanted to sub out approx. 80% of the work.

Commissioner Gingell asked, "How long do we give the contractor to resolve the issue?"

Mr. Weston believes the contractor will comply in the next few days.

Commissioner Gingell requested that this item be placed on the next Commission Agenda.

Commissioner Kennedy requested that the project be coordinated with the School System in reference to the work to be performed at the ditch adjacent to the High School.

Code Enforcement:

Community Clean-up:

Mr. Weston noted Minnie Likely will be finalizing her plans for the Community Clean-Up in the next few days.

House Demo Program:

Mr. Weston thanked the County for the joint venture that removed five houses that were a public safety issue.

Commissioner Patterson asked, "Were any structures removed on Avenue E?"

Mr. Grantland responded, "Yes, two."

Commissioner Gingell asked, "Do we have any more scheduled for demo?"

Mr. Weston responded, "Yes, I've asked Richie to create a standing list."

Commissioner Gingell noted a big thanks to County Commissioner Smiley.

Police Department:

Mr. Weston noted that Chief Barnes is doing well after Knee Surgery.

Grants:

Mrs. Pierce indicated that all employees should have received their new BC/BS Insurance Cards. If someone still needs a card, please see her.

Mrs. Pierce also provided the Commission with a summary of grant activity for the past two weeks.

Commissioner Kennedy asked, "I didn't see grants in reference to housing?"

Mr. Weston noted that we will start working with a Grant Writer next spring.

PSJRA:

No update, Gail Alsobrook is attending a conference in Orlando.

Commissioner Gingell noted that Patrick Jones was not able to attend tonight's meeting as well.

Citizens to be Heard:

No one spoke.

Commissioner Comments:

Commissioner Patterson thanked Mr. Davis for the work he has done.

Commissioner Gingell thanked Mr. Davis and Mrs. Pierce for her involvement with Open Enrollment for Insurance.

Commissioner Gingell would also like to direct staff to follow-up with Roy Lee Carter at the County Extension Office by letter to make sure the fields of Invasive Grasses are contained.

Mayor Magidson agrees, but it's not in the City. He feels that it would be appropriate to send a letter to the County stating our concerns.

Motion by Commissioner Patterson, 2nd by Commissioner Gingell to adjourn at 7:24 P.M.

Approved this _____ day of _____ 2011.

Mayor Magidson

Jim Anderson, City Clerk

CITY OF PORT ST. JOE
APPLICATION AND VERIFICATION
OF ZONING FOR BUSINESS TAX

OCT 21 2011

DATE 10-21-11

OWNER/MANAGERS NAME: PANAMA CITY RESCUE MISSION / REV. R. JOE ATKINSON

OWNER/MANAGERS MAILING ADDRESS: P.O. BOX 2359 PANAMA CITY, FL. 32401

TELEPHONE: (850) 769-0783

NAME OF BUSINESS: GULF COAST HOPE CENTER

TYPE OF BUSINESS: NON-PROFIT

BUSINESS ADDRESS: 772 HWY 98 SUITE C PSJ, FL 32456

BUSINESS TELEPHONE: (850) 705-1107

EIN/FID# Must be provided 59-1580961

AMOUNT OF INVENTORY IF MERCHANT: \$ _____

THE FOLLOWING WILL BE COMPLETED BY ZONING DEPARTMENT:

The above address (is) _____ (is not) _____ zoned for operation of the type of business described herein and (will) _____ (will not) _____ permit operation at that location.

Special conditions that may apply: _____

_____ Does Ordinance No. 234 apply

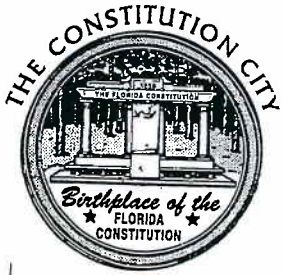
City Clerk

Date

If this application is approved the requested business license may be issued on or after ten (10) working days from date of application.

☐ Utilities Approved

☐ Code Enforcement Approved



The City of Port St. Joe

October 28, 2011

Mr. Jeff Goldsberry
Division Manager
4132 E 15th Street
Springfield, FL 32404

Dear Mr. Goldsberry:

The City is in receipt of your letter dated October 12, 2011, requesting a rate increase of 3.6% effective January 1, 2012. The City acknowledges that there are contract provisions which allow Waste Pro to request an annual adjustment based on the CPI. However, there are timing issues associated with the request.

The annual adjustment provision was discussed in detail with Waste Pro executive, Mr. Fred Wood, during transition from Emerald Waste to Waste Pro. Mr. Wood specifically stated in a May 2011, City Commission meeting that the rate increase provision would not be executed for one year. This statement was taken by the City to mean that no request would be submitted prior to May 2012.

The City's Fiscal/Budget year runs from October 1 through September 30. Our new budget which became effective October 1, 2011 did not include revenue to accommodate a 3.6% increase request effective January 2012.

The City asks that all future requests for rate increases be submitted to coincide with the City's Budget Development process which starts in April/May time frame

Additionally, we would ask that all rate increases become effective at the start of the City's fiscal year, October 1.

Based on the above, the City is requesting a deferment of this rate increase until October 2012.

Should you have any questions, please do not hesitate to give me a call.

Sincerely,

Charles W. Weston
City Manager

PUBLIC NOTICE

City of Port St. Joe

The City of Port St. Joe is considering submitting a USEPA Brownfields Cleanup Grant proposal to remove asbestos containing materials from the former Gulf Pines Hospital, 102 Twentieth Street, Port St. Joe, FL. A public hearing will be held on November 15, 2011 at the City Commission Regular Meeting in the Commission Chamber of City Hall (305 Cecil G. Costin, Sr., Blvd ~ Port St. Joe, FL) to discuss the grant proposal and solicit public comments on the proposal. A draft proposal with Analysis of Brownfields Cleanup Alternatives will be available for public review and comment by November 15, 2011 at the City Hall.

Transactions of the public meeting will not be recorded. Persons wishing to appeal any decision made during the meeting will need a record of the proceeding and should ensure a verbatim record is made, including the testimony on which the appeal is based. In accordance with the Americans with Disabilities Act, persons needing special accommodations to participate in this proceeding should contact Jim Anderson, City Clerk, City of Port St. Joe, at City Hall, telephone number (850)229-8261 Ext 113.

****Please publish in the Star on November 3, 2011 in the legal section****

**CITY OF PORT ST. JOE
PHASE I WATER SYSTEM IMPROVEMENTS**

PROJECT #019.184

NOTICE TO RECEIVE SEALED BIDS

The City of Port St. Joe will receive sealed bids from any qualified person, company or corporation interested in constructing:

PHASE I WATER SYSTEM IMPROVEMENTS

The project consist of constructing approximately 24,100 LF of 6" PVC, 14,050 LF of 3" PVC water main, 25 fire hydrants, 2,900 LF of 2" PVC service line, and associated appurentences as shown on in the construction plans to provide water service for 610 existing residences in the Port St. Joe community.

Plans and specifications can be obtained at Preble-Rish, Inc., 324 Marina Drive, Port St. Joe, Florida 32456, (850) 227-7200. The bid must conform to Section 287.133(3) Florida Statutes, on public entity crimes.

Cost for Plans and Specifications will be \$500.00 per set and is non-refundable. Checks should be made payable to PREBLE-RISH, INC.

The completion date for this project will be 365 days for Substantial Completion and 395 days for Final Completion from the date of the Notice to Proceed presented to the successful bidder.

Liquidated damages for failure to complete the project on the specified date will be set at \$200.00 per day.

Please indicate on the envelope that this is a sealed bid, for the "**Phase I Water System Improvements**".

Bids will be received until **3:00 p.m. Eastern Time**, on **December 15, 2011** at the City of Port St. Joe City Hall, 305 Cecil G. Costin Sr. Blvd, Port St. Joe, Florida 32456, and will be opened and read aloud at **3:15 p.m. Eastern Time**. The City of Port St. Joe is an Equal Opportunity Employer/Handicapped Accessible/Fair Housing Jurisdiction.



The City of Port St. Joe reserves the right to waive informalities in any bid, to accept and/or reject any or all bids, and to accept the bid that in their judgment will be in their best interest. All bids shall remain firm for a period of sixty days after the opening. A **mandatory** Pre-Bid Conference will be held at the office of Preble-Rish, Inc., 324 Marina Drive, Port St. Joe, Florida (850) 227-7200 at 10:00 a.m. Eastern Time, November 21, 2011.

All bidders shall comply with all applicable State and local laws concerning licensing registration and regulation of contractors doing business to the State of Florida.

If you have any questions, please call Willie T. Payne at (850) 227-7200.

ADVERTISEMENT FOR BIDS-00010

Memorandum

To: Charlie Weston, City Manager 
CC: Mayor Magidson & Commissioners
From: Charlotte Pierce, Grant Writer – Coordinator 
Date: October 28, 2011
RE: Grant Status

The following changes have occurred in our grants since the October 18, 2011 meeting:

Florida Department of Transportation

Phase III, US Hwy 98 Landscape Grant has been completed. A request for funds in the amount of \$20, 998.00 has been submitted for payment.