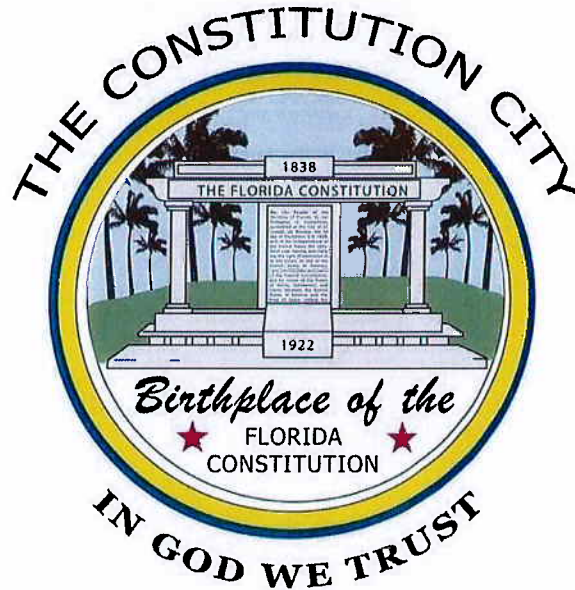


**August 20, 2013**

**Budget Workshop  
5:00 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  
William Thursbay, Commissioner, Group I  
Bo Patterson, Commissioner, Group II  
Phil McCroan, 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 August 20, 2013**

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## **Call to Order**

## **Consent Agenda**

### **Minutes**

- **Comprehensive Plan Update Workshop Meeting 8/6/13** **Pages 1-4**
- **Regular Meeting 8/6/13** **Pages 5-6**
- **Budget Workshop Meeting 8/23/13** **Pages 7-8**

### **City Attorney**

- **Interlocal Agreement** **Pages 9-11**
- **Ordinances 491, 492, & 493 Comprehensive Plan Update** **Pages 12-17**
  - **1<sup>st</sup> Reading & Request to transmit to the Department of Economic Opportunity**
- **Ordinance 490- Parking Requirements** **Pages 18-19**
  - **2<sup>nd</sup> Reading & Consideration of Adoption**

### **Old Business**

- **Lighthouse- Update**
- **RFP 2013-04 Computer Services** **Page 20**
- **RFP 2013-03 Water System Phase II Improvements** **Page 21**
- **Chipola Pump Station Motor Replacement- Update**
- **Commission Chambers Upgrades-Update**
- **Affordable Housing Workshop- Update**
- **Tree Removal- Gulf Pines Hospital- Update**
- **Interment Fees- Comm. Patterson**
- **Regions Bank Loan**
  - **Finance Committee Recommendation**
- **Landscaping Contracts**
  - **Coastal Design & Landscape**
  - **Gulf Coast Property Services**

### **New Business**

- **TDC Kiosk- Frank Pate Park**

### **Public Works**

- **Update**

### **Surface Water Plant**

- **Update**

**Waste Water Plant**

- Update

**City Engineer**

- Traffic Study- Update
- Water Distribution Phase II- Update
- Water Study- Update

**Code Enforcement**

- Update

**Page 22**

**Police Department**

- Update

**PSJRA**

- Meeting Minutes
- Phase II Landscaping
- BayPark Recreation Area and Master Plan
- Deck at Billy Joe Rish Memorial Parking Lot
- Board of Directors Resignation
- Banner Art Collateral Material

**Pages 23-25**

**Pages 26-33**

**Pages 34-39**

**Page 40**

**Page 41**

**City Clerk**

- Update

**Citizens to be Heard**

**Discussion Items by Commissioners**

**Motion to Adjourn**

# **MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD IN THE COMMISSION CHAMBER AT CITY HALL, August 6, 2013, AT 6:20 P.M.**

The following were present: Mayor Magidson, Commissioners Buzzett, McCroan, Patterson and Thursbay. City Manager Jim Anderson, City Clerk Charlotte Pierce and City Attorney Tom Gibson were also present.

## **CONSENT AGENDA**

### **Minutes**

A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to approve the Minutes of the Regular Meeting of July 16, 2013, and the Workshop Meetings of July 16, 2013 and July 23, 2013. All in Favor; Motion carried 5-0.

### **CITY ATTORNEY – Tom Gibson**

#### *Interlocal Agreement*

Mr. Gibson noted that he has not had any further discussion with Gulf County Attorney Jeremy Novak. Mr. Gibson will prepare an agreement for the City Commissioners to review and pending their approval, will forward to Mr. Novak. The agreement will break the Inter-local Agreement into smaller segments for review. Gulf County Commissioner Tan Smiley was in attendance at the meeting and stated he will work with the City on this issue.

#### *Ordinance 490 Parking Requirements – First Reading*

A Motion was made by Commissioner Patterson, second by Commissioner Buzzett, to read by title only. All in Favor; Motion carried 5-0. Mr. Gibson read Ordinance 490 by title only.

## **CITY MANAGER'S REPORT**

### **Old Business**

#### *Lighthouse Update*

Mayor Magidson shared that the City has received the Quit Claim Deed from the National Park Service for the Cape San Blas Lighthouse, two Keepers' Quarters and the Oil Shed. Mayor Magidson will sign the deed tomorrow.

Clay Smallwood, III of Preble Rish noted that bids to relocate the structures are being advertised in the Star and will be received until August 29, 2013.

#### *Chipola Pump Station Motor Replacement*

Mr. Anderson reported that the motor is in place, all the bugs have not been worked out and it is not fully operational at this time. Work is continuing on the project.

#### *Commission Chamber Upgrades*

Mr. Anderson noted that, with the exception of a bracket for the power point projector, all upgrades have been completed.

#### *Tree Removal Gulf Pines Hospital*

H & H Tress Service will be contacted by Mr. Anderson to see when they will complete this work.

#### *Regions Bank Loan Update – Finance Committee Recommendation*

Talks are ongoing with Regions and the City has requested an extended amortization to 30 years. Attorney's fees will be costly and there is a possibility Regions can help with the cost.

## *League of Cities Annual Conference*

Commissioner Patterson and Attorney Gibson will represent the City at the conference August 15 – 17, 2013, in Orlando.

## *Sandwich Signs on Highway 98*

Opinions were expressed by the Commissioners concerning the signs and a Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to extend the Sandwich Sign Moratorium to the end of the year. All in Favor; Motion carried 5-0.

## *Ordinance 445 – Interment Fees*

Commissioner Patterson presented a survey he had done on cemetery costs in the region. Staff also provide a survey of cost in the immediate area. Cost for cemetery plots were discussed and Commissioner Patterson expressed his displeasure in the \$50 Certificate of Interment Fee that has been charged since 2010. After a lengthy discussion, no action was taken on the issue.

## **New Business**

### *Landscaping Contracts*

Both the *Coastal Design & Landscape* and the *Gulf Coast Property Services* Service Agreements have a clause stating, "Upon mutual agreement between the vendor and the City the contract may be extended for an additional 12 month period." Staff was instructed to negotiate with the each entity and advise the Commission of their response.

Harlan Haddock requested that the Commission include upgrades to the Girls' Tenth Street Ball Fields to include batting cages and fences in the FY 2013 – 2014 Budget. The Commission will consider the request.

### *Utility Rates*

Mr. Anderson provided the Commissioners with three options for Utility Rates in FY 2013-2014. With the pending refinancing of the current City debt, Commissioners were encouraged to "stay the course" until this is resolved. After a very lengthy discussion, no action was taken.

### *Engineering Inspection Services – CDBG Water Line Project*

A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to request approval from the Florida Department of Economic Opportunity for single source procurement of Preble-Rish, Inc., for the engineering inspection services for this project. The City requested this approval under FL Administrative Code 73C-23.0051 (2) (f) 2. All in Favor; Motion carried 5-0.

### *Affordable Housing*

Gulf County Commissioner Tan Smiley asked the Commission to consider an Affordable Housing opportunity for the City of Port St. Joe at a site location off of Clifford Sims Drive. He has surveyed people in need of housing and received a very favorable response. A Workshop has been set for August 29, 2013, at 5:00 P.M. for a presentation on the project.

### *Road Bonds*

Commissioner Buzzett requested that we hold off on this at this time.

## **Public Works**

Mr. Grantland did not have anything to report at this time.

Commissioner Patterson asked about a project on Bellamy Circle. Mr. Grantland advised that the bucket truck is down and the issue will be addressed when the truck is operational.

### **Surface Water Plant – Larry McClamma**

Mr. McClamma did not have anything to report at this time.

### **Wastewater Plant – Lynn Todd**

Ms. Todd shared that the Grit Kings have been working since July 17, 2013. The four 30" valves have been permanently sealed and are not leaking.

### **City Engineer – Clay Smallwood**

*Traffic Study* – Work is continuing on the study.

*Water Distribution Phase II Update*

A meeting has been scheduled for August 8, 2013, on the project.

*Water Study Update*

CDM-Smith has provided their Technical Memorandum which is being reviewed by Staff. A Workshop will be scheduled once all comments are reviewed.

Mr. Smallwood shared with the Commissioners that there could possibly be FRDAP Funding available this year. The last FRDAP request was for upgrades to the Benny Roberts Park on Tenth Street. The Commission requested that the FRDAP Committee meet and discuss the possibility of applying for a grant to upgrade the Tenth Street Ball Fields.

### **Code Enforcement**

Mr. Burkett's report was reviewed. No action was taken.

### **Police Department – Chief Barnes**

Chief Barnes was absent. Officer Ricky Tolbert attended the meeting for Chief Barnes and did not have anything to report at this time.

Commissioner Buzzett asked Officer Tolbert to relay his appreciation to Officer Vince Everett for a nice service performed for a citizen last Saturday.

Mr. Anderson noted that the ISO rating had been received for the City and it remained at 6. This determines the fire insurance rates for city residents.

### **Port St. Joe Redevelopment Association (PSJRA) – Gail Alsobrook**

Ms. Alsobrook is currently out of town.

### **City Clerk – Charlotte Pierce**

Mrs. Pierce did not have anything to report.

### **Citizens to be Heard**

Ann White discussed her concerns about the City water and possible damage it is causing to water lines.

Commissioner Buzzett assured Mrs. White that the City is working on the problem, resolution has been slow and he anticipates improvement soon.

County Commissioner Tan Smiley asked the Commission to remember the Washington Site in the FRDAP request.

### **Discussion Items by Commissioners**

Commissioner Thursbay commended the planners of the Scallop Festival and the success of the activities associated with it.

*Commissioner Thursbay* passed out a Water Spigot report for Polarmatic and shared his concerns about the report.

After reviewing the information, Lynn Todd noted that it was not a drinking water analysis but appears to be a report on particles in an outside water filter for an ice machine. Ms. Todd pointed out that water samples are taken on the down side of the filters. She will be contacting Water Spigot for more information on their report.

*Commissioner Buzzett* noted the possibility of some funding through the Northwest Florida Water Management District and suggested that we be sure our projects are ready prior to October. He would also like to see if some of these funds could be used to rework the old pump at the Chipola site and purchase a new motor. This would give the City two pumps and two motors.

*Commissioner Patterson* expressed his appreciation to the Public Works Department for taking care of several issues he had mentioned.

*Commissioner McCroan* shared that garbage was not picked up at the college and several other sites in town. Mr. Anderson noted that Waste Pro's Transfer Station is down and they are having to haul refuse over 100 miles. Waster Pro hopes to have this issue resolved shortly.

*Commissioner Buzzett* did not have anything else to add at this time.

*Mayor Magidson* asked the status of the computer problems. Mr. Anderson shared that Mr. Edwards is attempting to restore the email system and that the Request for Proposals for IT services is currently being advertised.

A Motion was made by Commissioner Patterson, second by Commissioner McCroan, to adjourn the Meeting at 8:05 P.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2013.

\_\_\_\_\_  
Mel C. Magidson, Jr., Mayor

\_\_\_\_\_  
Charlotte M. Pierce, City Clerk



# **MINUTES OF THE COMPREHENSIVE PLAN UPDATE PUBLIC HEARING WORKSHOP MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE FLORIDA, HELD IN THE COMMISSION CHAMBER AT CITY HALL, August 6, 2013, AT 5:00 P.M.**

The following were present: Mayor Magidson, Commissioners Buzzett, McCroan, Patterson and Thursbay. City Manager Jim Anderson, City Clerk Charlotte Pierce and Attorney Tom Gibson were also present.

The purpose of the Workshop was a Public Hearing to allow stakeholders input to update our current Comprehensive Plan. Marina Pennington, City Planner, facilitated the meeting. Commissioners and Stakeholder shared ideas and suggestions.

Below is a summary of critical issues regarding Economic Development and Stakeholders priorities.

## **Issues**

- Transportation
  - Lack of rail connection
  - Need to dredge navigation channel
  - Lack of paved airport runway
  - Lack of 4-lane highway facilities close to the City
- Labor Force
- Need to improve communication among entities and organizations

## **Challenges**

- Get grant from FDOT for railway connection
- Obtain permits from Army Corps of Engineers and Florida Department of Environmental Protection (FDEP) for dredging on the navigational channel
- Current proposal to direct Gulf Coast Parkway to SR 231 in Panama City and I-10
- Respond quickly to demands for labor force training
- Need to share more information among the different entities and organizations in the City and the region
- Retain existing businesses and attract new businesses to the City
- Catch 22: The city needs to make transportation improvements to port facilities in order to attract businesses and promote economic development. Investments on transportation improvements require commitments from businesses to utilize the port facilities. Businesses need labor force available; labor force will not be available until jobs are available.

## **Opportunities**

- Excellent opportunities for the City with the recent "Letters of Intent" to utilize port facilities by Green Circle Bio Energy and Enova Energy Group
- Department of Economic Opportunity support for redevelopment of the Port of Port St Joe
- FDOT grant for \$750,000 and St Joe Company matching grant for \$250,000 to pursue dredging permits
- Army Corps of Engineers \$500,000 funding available for Dredge Material Management Program (DMMP)



- Gulf Coast Parkway alignment has not been finalized; opportunity for continued coordination
- Need to explore opportunities with FDOT to strengthen transportation system and grow economy utilizing Moving Ahead for Progress in the 21st Century Act (MAP-21)
- Proposal to hold regular meetings and workshops to share information
- Excellent opportunities for coordination between the economic development organizations and the Gulf Coast Community College and School Board teaming up to provide labor force training
- The City offers good education opportunities, especially elementary school education, great quality of life. Needs to improve transportation opportunities.
- Need to explore suggestion about "Supercouncil" approach to economic development
- Identify community assets and explore "Site Readiness Program" with Duke Energy Economic Development team.
- Explore technical assistance and funding opportunities with the Rural and Economic Development Initiative (REDI) at the Florida Department of Economic Opportunity.
- Explore technical assistance and funding opportunities with the USDA Rural Development program

Mayor Magidson adjourned the Workshop at 6:15 P.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2013.

\_\_\_\_\_  
Mel C. Magidson, Jr., Mayor

\_\_\_\_\_  
Charlotte M. Pierce, City Clerk

**MINUTES OF THE BUDGET WORKSHOP MEETING FOR THE PROPOSED 2013 / 2014 BUDGET FOR THE GENERAL FUND ACCOUNT OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE FLORIDA, HELD IN THE COMMISSION CHAMBER AT CITY HALL, August 13, 2013, AT 5:15 P.M.**

The following were present: Mayor Magidson, Commissioners Buzzett, Patterson and Thursbay. City Manager Jim Anderson and City Clerk Charlotte Pierce were also present. Commissioner McCroan was absent due to a medical appointment.

Mr. Anderson shared that the PACES Foundation has asked that the Workshop scheduled for August 29, 2013, be scheduled earlier to allow time to submit the project. A date of Wednesday, August 21, 2013, at 9:00 A.M. was agreed on by the Commission.

Mr. Anderson noted that the Chipola Pump Motor is working today.

The purpose of the Workshop was to review the General Fund Account of the proposed 2013 / 2014 Budget and receive input from the Commissioners on structuring the Budget.

Documentation was provided to the Commissioners reflecting the current General Fund Budget, General Fund Proposed Budget and line item detail was provided for both Revenue and Expenditures.

Mr. Anderson noted that State Retirement Costs had increased \$70,056 and there has been an \$18,000 increase in health insurance. Nothing has been received from FL League of Cities on the Property and Casualty Insurance as of today.

Currently, the City of Port St. Joe levies 3.5914000 Mills which will generate \$992,035.00.

Options for the proposed 2013 / 2014 Millage are attached as Exhibit 1.

Mr. Anderson and Mr. Lacour reviewed the budget and answered questions.

Commissioners shared their thoughts on various items.

Chief Barnes discussed the possibility of the City Police Department providing Dispatch Services on a part time and a full time basis.

Staff will research the financial impact of the Dispatch Services.

The next Budget Workshop will be on August 20, 2013, when the Enterprise Funds will be reviewed.

Mayor Magidson adjourned the Workshop at 6:40 P.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2013.

\_\_\_\_\_  
Mel C. Magidson, Jr., Mayor

\_\_\_\_\_  
Charlotte M. Pierce, City Clerk

City of Port St Joe  
Revised July 1, 2013

FY 2012-2013

FY 2013-2014

FY 2013-2014  
0.25  
.25 mil. Incr.

FY 2013-2014  
0.50  
1/2 mil. increase

FY 2013-2014  
0.75  
3/4 mil. Incr

FY 2013-2014  
1.00  
1 mil. Incr

Total Taxable Value  
(by Property Appraiser's)

ADJUSTED TOTAL

City of PSJ Millage

City of PSJ	\$ 991,811	\$ 1,002,055	\$ 1,071,809	\$ 1,141,563	\$ 1,211,317	\$ 1,350,824
Less 1% Uncollectibles	\$ 9,918	\$ 10,021	\$ 10,718	\$ 11,416	\$ 12,113	\$ 13,508
City of PSJ	\$ 981,893	\$ 992,035	\$ 1,061,091	\$ 1,130,147	\$ 1,199,204	\$ 1,337,316
Additional Revenue	\$	\$ 10,142	\$ 69,056	\$ 138,113	\$ 207,169	\$ 276,225

Port St Joe Redevelopment, FY 2012-2013

Revised July 1, 2013

FY 2013-2014

FY 2013-2014

FY 2013-2014

FY 2013-2014

FY 2013-2014

Total Taxable Value  
(as provided by Property Appraiser's office)

	\$ 34,956,959	\$ 33,984,203	\$ 33,984,203	\$ 33,984,203	\$ 33,984,203	\$ 33,984,203
Less Base Year (1990)	\$ 12,169,465	\$ 12,169,465	\$ 12,169,465	\$ 12,169,465	\$ 12,169,465	\$ 12,169,465
ADJUSTED TOTAL	\$ 22,787,494	\$ 21,814,738	\$ 21,814,738	\$ 21,814,738	\$ 21,814,738	\$ 21,814,738

Gulf County Millage

Gulf County Basis	\$ 131,436	\$ 125,825	\$ 125,825	\$ 125,825	\$ 125,825	\$ 125,825
ADJUSTED TIF	\$ 124,864	\$ 119,534	\$ 119,534	\$ 119,534	\$ 119,534	\$ 119,534

City of PSJ Millage

City of PSJ Basis	\$ 81,839	\$ 78,345	\$ 83,799	\$ 89,253	\$ 94,707	\$ 105,614
ADJUSTED TIF	\$ 77,747	\$ 74,428	\$ 79,609	\$ 84,790	\$ 89,971	\$ 100,333
Additional Revenue	\$	\$ (3,319)	\$ 5,181	\$ 10,362	\$ 15,543	\$ 20,724

## **AMENDED AND RESTATED INTERLOCAL AGREEMENT**

**WHEREAS**, Gulf County, Florida, a political subdivision of the State of Florida and the City of Port St. Joe, a Florida municipal corporation, each acting by and through its respective Board of Commissioners entered into an Interlocal Agreement (hereinafter "Agreement") which the City executed on November 29, 2005 and the County executed on November 30, 2005, and

**WHEREAS**, the Agreement set forth various agreements and obligations related to the City's annexation of the Windmark Beach area, and

**WHEREAS**, the annexation of the Windmark Beach Area described in the Agreement has been completed and with the exception of those identified herein, the various agreements and obligations have either been completed or waived by the parties, and

**WHEREAS**, it is in the best interest of the County and the City to amend the Agreement to eliminate the portions of the Agreement that have been completed and/or waived and to amend and restate the agreement as to continuing and/or additional obligations,

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions contained herein City and County agree as follows:

1. The following paragraphs of the Agreement have been completed, waived or covered by current state law and are hereby eliminated and removed and neither party is under any further obligation pursuant to these paragraphs: 1, 3, 5, 6, 7, 8, 9, 10, 11, and 15.
2. The City shall provide primary fire protection coverage in the Area of Oak Grove.
3. Within 30 days of the date hereof, City shall prepare and execute a warranty deed transferring ownership of the real property upon which the Tourist Development Council building is located. City shall retain a reversionary interest in the property in the event that it is used for any non-public purpose. City shall retain the portion of the property necessary to construct a north-south road link between Fourth Street and Fifth Street.
4. City acknowledges that a portion of the consideration for the transfer of County water systems to City ownership which occurred on June 21, 2008 was an

agreement that water rates be equal within the City limits and in the unincorporated service area. Rates for water and sewer services on systems existing as of the date of this agreement (including the planned sewage collection system in the Beacon Hill area) provided by the City in unincorporated areas of the county will be the same for City and County residents. This paragraph does not apply to any maintenance charge assessed for grinder pumps required in connection with pressurized sewer lines.

5. City agrees to notify County of any application for changes to the Windmark DRI and will coordinate review of any such application with County staff.
6. City agrees to strictly comply with state law with regard to future annexations and will notify County of any proposed annexation activity prior to any public hearing. As required by state law, no involuntary annexation shall take place without a referendum.
7. City and County shall continue to cooperate in the joint development of the Sports Complex to be located on approximately 60 acres donated to City by the St. Joe Company.
8. City shall develop a program for water rescue in coastal waters adjacent to the incorporated area.
9. City shall waive water and sewer tap/impact fees for future designated affordable housing areas until sales transaction date of the first sale.
10. This Amended Interlocal Agreement shall be filed with the Clerk of Circuit Court pursuant to Florida Statutes section 163.01(11) and shall be effective as of the date of filing.
11. No modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by both parties.
12. This document represents the complete and final understanding of the parties and incorporates and supersedes all prior negotiations, agreements and understandings applicable to the matters contained herein.

DATED this \_\_\_\_ day of August, 2013.

CITY OF PORT ST. JOE  
a Florida municipal corporation

ATTEST:

\_\_\_\_\_  
James A. Anderson, Clerk-Auditor

By: \_\_\_\_\_  
Mel Magidson, Jr., Mayor-Commissioner

\_\_\_\_\_  
Thomas S. Gibson  
FL BAR NO. 0350583  
Rish, Gibson & Scholz, P.A.  
116 Sailor's Cove Drive  
P. O. Box 39  
Port St. Joe, FL 32457  
ATTORNEY FOR CITY OF PORT ST. JOE  
BOARD OF COMMISSIONERS

GULF COUNTY, FLORIDA

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

ATTEST:

\_\_\_\_\_  
Rebecca L. Norris, Clerk  
Gulf County, Florida

\_\_\_\_\_  
Jeremy T. Novak  
FL BAR NO. 44698  
Novak Law Offices, PLLC

\_\_\_\_\_  
Port St. Joe, FL 32456  
ATTORNEY FOR GULF COUNTY



ORDINANCE NO. 491

AN ORDINANCE OF THE CITY OF PORT ST. JOE, FLORIDA AMENDING THE COMPREHENSIVE PLAN OF THE CITY OF PORT ST. JOE, FLORIDA, PURSUANT TO AUTHORITY UNDER STATE STATUTES SECTION 163.187, SPECIFICALLY AMENDING THE TEXT OF THE HOUSING, INFRASTRUCTURE AND CONSERVATION ELEMENTS OF THE COMPREHENSIVE PLAN; PROVIDING FOR REPEAL OF ANY CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, §163.3187, Florida Statutes, provides for the authority and procedure for the City Commission of Port St. Joe, Florida to amend its Comprehensive Plan utilizing procedures applicable to large scale developments; and

WHEREAS, in accordance with the requirements of Florida Statutes, the City of Port St. Joe provided notice to the public of public hearings to be held August 13, 2013 and August 20, 2013 for the adoption of the amendments to the housing, infrastructure and conservation elements of the Comprehensive Plan; and

WHEREAS, on August 20, 2013 the Port St. Joe City Commission authorized transmittal of the proposed plan amendment to the appropriate state agencies;

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PORT ST. JOE, FLORIDA:

SECTION 1. APPROVAL

The housing, infrastructure, and conservation elements of the City of Port St. Joe Comprehensive Plan are hereby amended as set forth on Exhibit "A".

SECTION 2. CONSISTENCY WITH CITY OF PORT ST. JOE COMPREHENSIVE PLAN

The Board of City Commissioners hereby finds and determines that the approval of the amendments is consistent with the goals, objectives and policies of the City of Port St. Joe Comprehensive Plan as amended.

SECTION 3. ENFORCEMENT

The City may enforce this Ordinance as authorized by law.

SECTION 4. REPEAL

All ordinances or parts of ordinances in conflict herewith are hereby repealed.



## SECTION 5. SEVERABILITY

The provisions of this Ordinance are hereby declared to be severable. If any provision of this Ordinance, or the application thereof, to any person or circumstance is held to be invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application.

## SECTION 6. EFFECTIVE DATE

The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the state land planning agency notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the state land planning agency or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the state land planning agency.

This Ordinance was adopted in open regular meeting after its second reading this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

THE CITY COMMISSION OF THE CITY  
OF PORT ST. JOE, FLORIDA

By: \_\_\_\_\_  
Mel Magidson, Jr., Mayor-Commissioner

Attest: \_\_\_\_\_  
Charlotte M. Pierce  
City Clerk

The following commissioners voted yea:

The following commissioners voted nay:

## ORDINANCE NO. 492

AN ORDINANCE OF THE CITY OF PORT ST. JOE, FLORIDA AMENDING THE COMPREHENSIVE PLAN OF THE CITY OF PORT ST. JOE, FLORIDA, BY AND THROUGH PROCEDURES REQUIRED FOR LARGE-SCALE MAP AMENDMENTS PURSUANT TO AUTHORITY UNDER STATE STATUTES SECTION 163.3187, SPECIFICALLY APPROVING THE AMENDMENT TO THE COASTAL MANAGEMENT ELEMENT – PORT OF PORT ST. JOE MASTER PLAN GOALS, OBJECTIVES AND POLICIES; AND PROVIDING FOR REPEAL OF ANY CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, §163.3187, Florida Statutes, provides for the authority and procedure for the City Commission of Port St. Joe, Florida to amend its Comprehensive Plan utilizing procedures applicable to large scale developments; and

WHEREAS, The Port of Port St. Joe adopted its 2013 Port Master Plan on June 12, 2013; and

WHEREAS, in accordance with the requirements of Florida Statutes, the City of Port St. Joe provided notice to the public of public hearings to be held August 13, 2013 and August 20, 2013 for the adoption of the 2013 Port Master Plan into the Coastal Management Element of the City of Port St. Joe Comprehensive Plan; and

WHEREAS, on August 20, 2013 the Port St. Joe City Commission authorized transmittal of the proposed plan amendment to the appropriate state agencies;

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PORT ST. JOE, FLORIDA:

### SECTION 1. APPROVAL

The goals, objectives and policies of the 2013 Port Master Plan described in Exhibit "A" attached and incorporated herein, is hereby approved. The application and all documentation submitted by the Applicant in support of it are hereby incorporated by reference.

### SECTION 2. CONSISTENCY WITH CITY OF PORT ST. JOE COMPREHENSIVE PLAN

The Board of City Commissioners hereby finds and determines that the approval of the Port Master Plan as set forth in Section 1 is consistent with the goals, objectives and policies of the City of Port St. Joe Comprehensive Plan as amended.

### SECTION 3. ENFORCEMENT

The City may enforce this Ordinance as authorized by law.

#### SECTION 4. REPEAL

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

#### SECTION 5. SEVERABILITY

The provisions of this Ordinance are hereby declared to be severable. If any provision of this Ordinance, or the application thereof, to any person or circumstance is held to be invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application.

#### SECTION 6. EFFECTIVE DATE

The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the state land planning agency notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the state land planning agency or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the state land planning agency.

This Ordinance was adopted in open regular meeting after its second reading this \_\_\_\_ day of \_\_\_\_\_, 2013.

THE CITY COMMISSION OF THE CITY  
OF PORT ST. JOE, FLORIDA

By: \_\_\_\_\_  
Mel Magidson, Jr., Mayor-Commissioner

Attest: \_\_\_\_\_  
Charlotte M. Pierce  
City Clerk

The following commissioners voted yea:  
The following commissioners voted nay:

ORDINANCE NO. 493

AN ORDINANCE OF THE CITY OF PORT ST. JOE, FLORIDA AMENDING THE COMPREHENSIVE PLAN AND FUTURE LAND USE MAP OF THE CITY OF PORT ST. JOE, BY AND THROUGH THE PROCEDURES REQUIRED FOR LARGE SCALE MAP AMENDMENTS PURSUANT TO AUTHORITY PROVIDED BY FLORIDA STATUTES SPECIFICALLY CHANGING ALL OR PART OF THE PARCELS DESCRIBED IN EXHIBIT "A"; ADOPTING REVISED MAPS; PROVIDING FOR REPEAL OF ANY CONFLICTING ORDINANCE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, §163.3187, Florida Statutes, provides for the authority and procedure for the City Commission of Port St. Joe, Florida to amend its Comprehensive Plan utilizing procedures applicable to large scale developments; and

WHEREAS, in accordance with the requirements of Florida Statutes, the City of Port St. Joe provided notice to the public of public hearings to be held August 13, 2013 and August 20, 2013 for the adoption of amendments to the Comprehensive Plan and future land use map of the City of Port St. Joe, by and through the procedures required for large scale map amendments pursuant to authority provided by Florida Statutes specifically changing all or part of the parcels described in Exhibit "A."

WHEREAS, on August 20, 2013 the Port St. Joe City Commission authorized transmittal of the proposed plan amendment to the appropriate state agencies;

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PORT ST. JOE, FLORIDA:

SECTION 1. APPROVAL:

The application for amendment to the Future Land Use Map for the property described in Composite Exhibit "A" is approved and the new land use designation is hereby changed to those shown in Exhibit "A" – Revised Map 4 – Future Land Use Map 2020. Revised Map 20 – Energy Conservation Areas and Features is approved as shown in Exhibit "B".

SECTION 2. CONSISTENCY WITH THE CITY OF PORT ST. JOE COMPREHENSIVE PLAN:

The Board of City Commissioners hereby finds and determines that the approval of the application and change in land use as set forth in Section 1 is consistent with the goals, objectives and policies of the City of Port St. Joe Comprehensive Plan.

SECTION 3. ENFORCEMENT:

The City may enforce this Ordinance as authorized by law.

#### SECTION 4. FUTURE LAND USE MAP:

Upon this Ordinance becoming effective, the City of Port St. Joe Future Land Use Map shall be amended to show the Property as having a land use of as described in Exhibit "A". The City Manager is hereby directed to revise the City of Port St. Joe Future Land Use Map to reflect this designation.

#### SECTION 5. REPEAL:

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

#### SECTION 6. SEVERABILITY:

The provisions of this Ordinance are hereby declared to be severable. If any provision of this Ordinance, or the application thereof, to any person or circumstance is held to be invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application.

#### SECTION 7. EFFECTIVE DATE:

The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the state land planning agency notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the state land planning agency or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the state land planning agency.

This Ordinance was adopted in regular meeting after its second reading this \_\_\_\_ day of \_\_\_\_\_, 2013.

THE CITY OF PORT ST. JOE BOARD OF  
CITY COMMISSIONERS

\_\_\_\_\_  
Mel Magidson, Jr., Mayor-Commissioner

Attest: \_\_\_\_\_  
Charlotte M. Pierce  
City Clerk

ORDINANCE NO. 490

**AN ORDINANCE OF THE CITY OF PORT ST. JOE, FLORIDA  
REPEALING A SECTION OF THE LAND DEVELOPMENT  
REGULATIONS OF THE CITY OF PORT ST. JOE, PROVIDING  
FOR A NEW SECTION 5.07, PROVIDING FOR REPEAL OF  
ALL ORDINANCES OR PARTS OF ORDINANCES IN  
CONFLICT HERewith; PROVIDING FOR SEVERABILITY,  
AND PROVIDING FOR AN EFFECTIVE DATE.**

BE IT ENACTED by the people of the City of Port St. Joe, Florida:

1. Section 5.07 of the Land Development Regulations for the City of Port St. Joe, Florida is hereby repealed.

2. A new Section 5.07 of the Land Development Regulations for the City of Port St. Joe, Florida is hereby adopted and reads as follows:

Off street parking facilities shall be required for all developments within the City pursuant to the requirements of this Code. The facilities shall be maintained as long as the use exists that the facilities were designed to serve. Nothing in this section shall be construed to require paving of parking areas except as provided for handicapped parking areas in Section 5.08(e).

3. REPEAL:

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

4. SEVERABILITY:

The provisions of this Ordinance are hereby declared to be severable. If any provision of this Ordinance, or the application thereof, to any person or circumstance is held to be invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application.

5. EFFECTIVE DATE:

This Ordinance shall become effective as provided by law.

DULY PASSED AND ADOPTED by the Board of City Commissioners of Port St. Joe,  
Florida this \_\_\_\_ day of \_\_\_\_\_, 2013.

THE CITY OF PORT ST. JOE

By: \_\_\_\_\_  
MEL C. MAGIDSON, JR.  
MAYOR-COMMISSIONER

ATTEST:

\_\_\_\_\_  
CHARLOTTE M. PIERCE  
CITY CLERK

The following commissioners voted yea:

The following commissioners voted nay:



**City Commission Chambers**

\$95.00 per hour additional

**CITY OF PORT ST. JOE**  
**PHASE II WATER SYSTEM IMPROVEMENTS PROJECT**  
**PROJECT #019.193**

**BID TABULATION FOR BIDS RECEIVED  
AT THE CITY OF PORT ST. JOE  
ON AUGUST 8, 2013 AT 3:00 P.M. E.T.  
AND OPENED AT 3:15 P.M. E.T.**

[illegible]

**Code Enforcement 2013 Activity**  
**As of 8/15/13**

	Open	Closed	Total	Increase Since 8/1/2013
Unlawful Accumulation	16	104	120	16
Substandard Structure	9	12	21	1
Abandoned Vechicle	0	6	6	
Unlawful Sewer				
Land regulation Violation	0	7	7	1
Business Lic. Violation	0	2	2	
Special Master Hearings		1	1	
Building Demolition	0	3	3	
Waste Violation	4	173	177	5
Sign Violation	1	59	60	12

Total	30	Total	367	Total	397	Total	35
				2013 Year			
				Cases			

**Port St. Joe Redevelopment Agency**  
Board of Directors  
Gulf County Chamber of Commerce Conference Room  
406 Marina Drive

**MEETING MINUTES**

July 18, 2013

*The Mission of the Port St. Joe Redevelopment Agency is to serve the community by  
guiding redevelopment activities to create a vibrant downtown core and  
revitalized neighborhood, to improve quality of life, to commemorate history and culture,  
and to stimulate economic growth within the Agency's District.*

**ATTENDANCE**

Willie Ramsey	Chairman	(WR)	Present
Boyd Pickett	Vice Chair	(BP)	Present
Aaron Farnsley	Treasurer	(AF)	Present
Linda Gant	Director	(LG)	Present
Clarence Monette	Director	(CM)	Excused Absence
Marie Todd	Director	(MT)	Present
Bo Spring	Director	(BS)	Present
John Jenkins	Director	(JJ)	Excused Absence
Michael McKenzie	Director	(MM)	Present
Brian Hill	Provisional Director	(BH)	Present
Gail Alsobrook	Executive Director	(GA)	Present

Voting Key – (motion by / second by, votes for – votes against)

**I. Call to Order** - The meeting was called to order by the chair at 10:02 AM.

**II. Citizens to Be Heard**

A. None.

**III. Consent Agenda** - The minutes of the June 20 regular meeting were approved (AF/MT, 7-0) without correction.

**IV. Agency Operations**

A. The financial report was presented/approved without modification (BP/LG, 7-0).

B. Budget

1. The board will continue to consider the budget for FY2014. The board voted (AF/BP, 7-0) to amend the “grant” line items to include “grant administration.”

## V. Governance

- A. The board elected officers for FY14: Chair: BP (MT/LG, 6-0 with BP abstaining); Vice Chair: BS (MT/LG, 6-0 with BS abstaining); and Treasurer: AF(MT/LG, 6-0 with AF abstaining).
- B. The board will review the Provisional list during the August meeting and revise/amend as needed. Since the Provisional list was created, Anna Duren and Ron Reid have become engaged to be married. Therefore, GA will contact both to determine which is available and willing to serve. Leisa Pickett remains on the list. WR is considering being added to the list to continue service on the board.

## VI. Grant Program Status Report

### A. Grant Report – Existing Grants

1. CPI Grant – Lighthouse Foundation: The City continues to work closely with the project manager and design team for the lighthouse foundation design and construction. The board voted (BP/AF, 7-0) to completely relinquish management of the grant to enable the City to continue to manage their process. The PSJRA shall provide the City with the \$30,000 match (less in-kind match such as permit costs, estimated at \$2,217) and up to an additional \$20,000 as needed for the foundation construction.
2. USDA/RBEG - MLK Sidewalk Grant: The project is moving forward under the project management of Clay Smallwood, PRI, and is being coordinated with the CDBG grant scope of work.
3. FDOT – Phase IV Landscaping: The Schedule of Values and Scope of Work are under review by FDOT, Public Works, and Preble-Rish. Comments and recommendations are being considered and included as relevant.
4. FDEP - BayPark Master Plan: Focus Group Chair Steve Newman will schedule a meeting to approve the conceptual plan. The PSJRA will pay particular attention to any maintenance requirements of each element of the plan. The PSJRA will continue to work with the community to ensure their opinions are heard, including those who wish to incorporate/reincorporate family-friendly elements. The final application for reimbursement has been submitted to the grantor, and the final report is in process.
5. USDA RBEG - Deck at BJR Memorial Parking Lot: The construction is proceeding after encountering delays due to extensive rain and standing water in the pond.
6. Gulf Coast Tourism Promotion - Lighthouse Relocation Documentary: The team has visited twice to research, film, and interview locals. AF noted that he has contacts in the Public Television sector and can help with promotion of the documentary.

7. Langston Drive: The City has confirmed that 16-foot poles are acceptable. Upon notification that the PRI sidewalk grant is close to approval, the PSJRA will submit the lighting grant to the Jessie Ball DuPont Foundation.
8. Washington Complex Playground System: GA will move forward with the grant requests for this item. Exact location at the Washington Complex is TBD. The board discussed maintenance of the equipment, which has a life-time warranty, and the PSJRA will not assume any responsibility for vandalism or abuse.

B. Façade Grant Program

1. Black's Island Trading Company was awarded \$1902.35 for the materials and labor to paint the exterior (BP/AF, 6-1).
2. PoJo Place was awarded \$5,000 for materials and labor to clean/patch/paint the exterior, install new awning material, and building sign (BP/MT, 7-0).

**VII. Project Status Report**

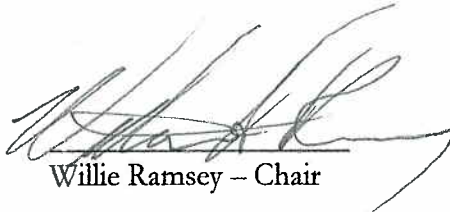
- A. Dr. Joe Shade Cover: No forward motion to date; GA will followup with Monumental Fabrication to determine the schedule.
- B. Banner Art Collateral Material: Pursuant to board vote (BS/LG, 7-0), GA will create an implementation program for use of banner art in posters and note cards, including specifications and pricing, to be fabricated and sold by retailers within the CRA. This plan will be reviewed at the next board meeting.

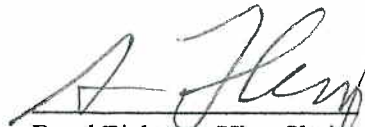
**VIII. New Business**

- A. GA will update the website to reflect the new office location and delete the fax number.
- B. The next meeting will be held on Thursday, August 15, at 10 AM at the new location at 406 Marina Drive.

**IX. Meeting Adjournment** - The meeting was adjourned at 11:47 (LG/MT, 7-0).

Approved:

  
Willie Ramsey – Chair

  
-Boyd Pickett – Vice Chair  
AARON FARNSELEY, TREASURER

CITY OF PORT ST. JOE, FLORIDA  
NOTICE TO RECEIVED SEALED BIDS  
\*RFP 2013-01\*

**READVERTISEMENT – ALL BIDDERS MUST SUBMIT NEW BIDS**

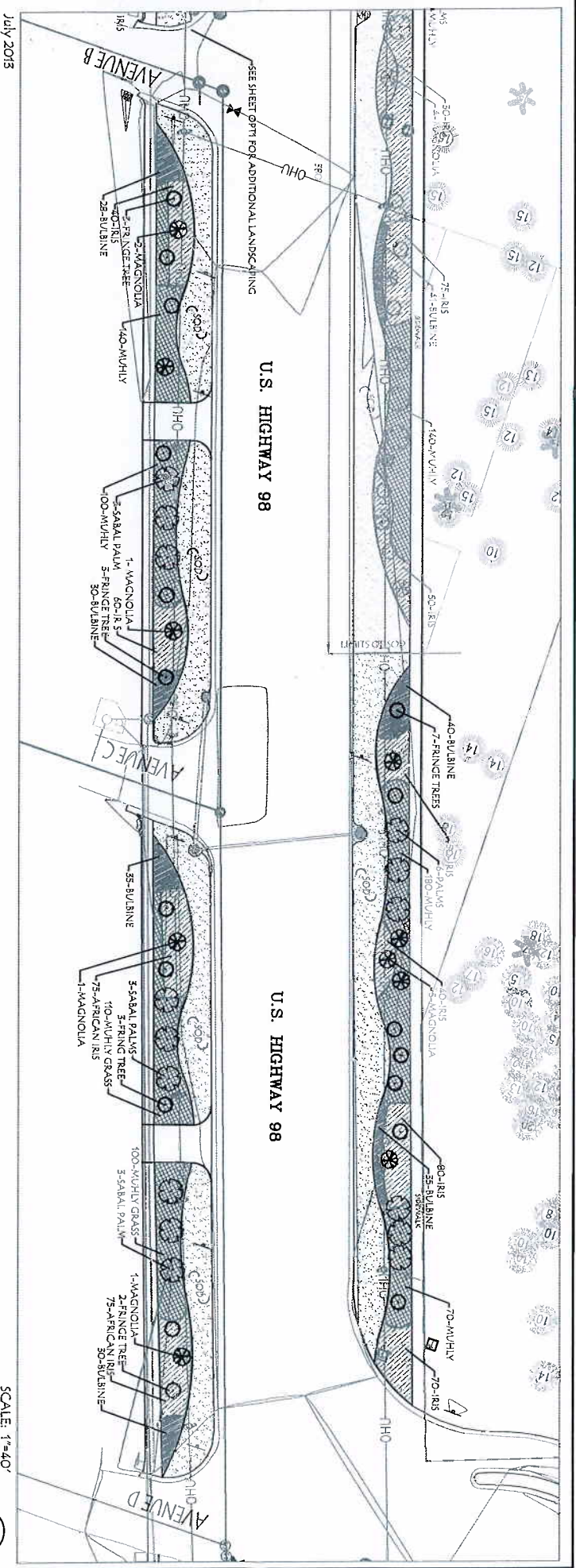
The City of Port St. Joe will receive sealed bids from any qualified and properly licensed company or corporation interested in providing construction services for the following project:

**US-98 LANDSCAPING – North Port St. Joe Gateway**

Project is located in the City of Port St. Joe, Florida, and consists of NEW LANDSCAPING AND IRRIGATION on US-98. Bids will be received at City Hall, 305 Cecil G. Costin, Sr., Blvd, Port St. Joe, Florida, 32456 until **3 PM Eastern Time on Friday, September 6, 2013**. Bids will be publicly opened and acknowledged at that time in the City Commission Chambers. Bids shall be submitted in a sealed envelope, plainly marked with the bidder's name, address, date and time of opening, and project name/bid number as noted above. The complete Bid Solicitation can be downloaded from the Port St. Joe Redevelopment Agency website at [www.PSJRA.com](http://www.PSJRA.com).

*Advertise in the Star on 8/22 and 8/29*





July 2013

# Landscape Plan HWY 98, PH IV Port St. Joe, Florida

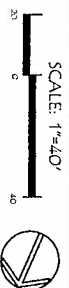
Coastal Design & Landscape, Inc.  
 3405 Beach Trail, Port St. Joe, Florida 32458  
 Phone: (904) 235-0100 Fax: (904) 235-0101

- NOTES:
1. This drawing is a Conceptual Design and field adjustment may be necessary to avoid conflicts with existing utilities, structures, etc.
  2. Field verify survey information prior to installation.
  3. See Bid Package for additional details and information.
  4. The area south of Ave. 3 on the east side of Hwy 98 may be added to the scope of work. See sheet OPTM for the Landscape Plan and Irrigation Plan.

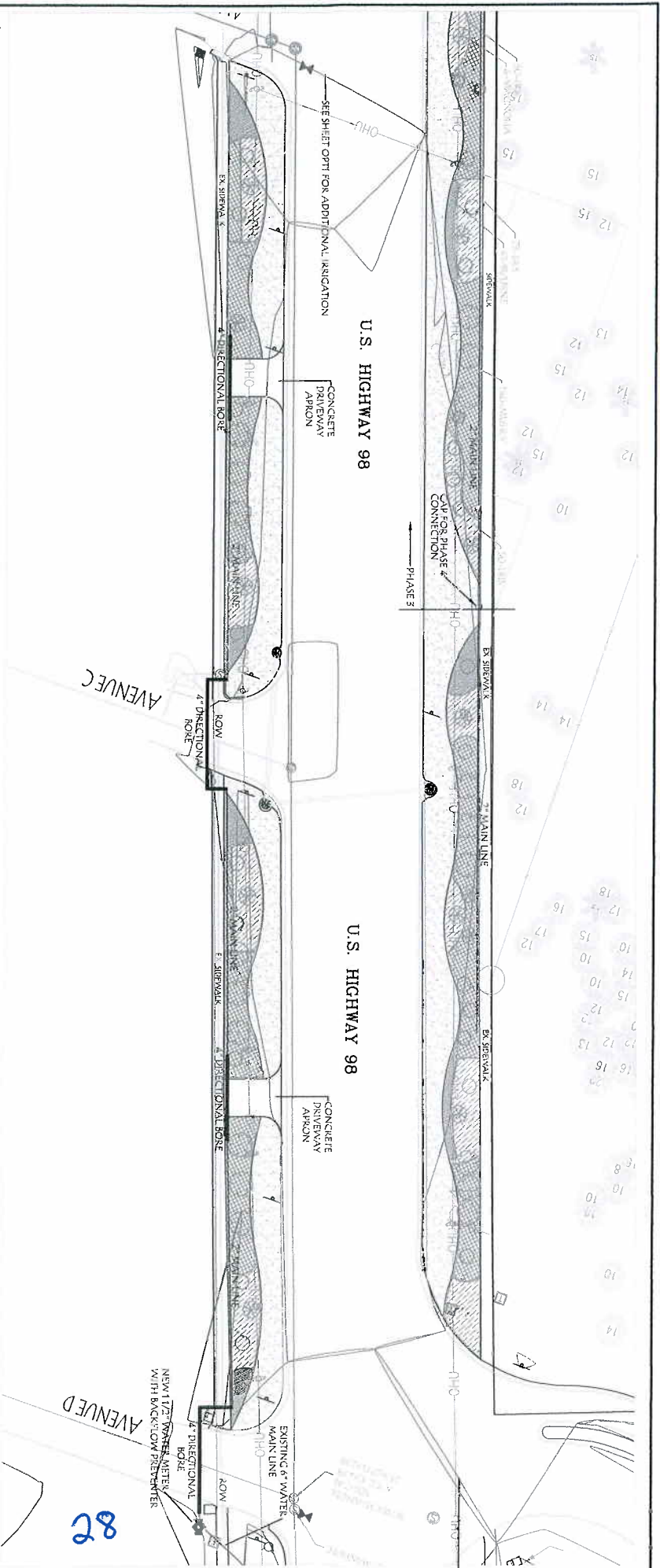


LC

## Port St. Joe, Florida



- NOTES:
1. This drawing is a Conceptual Design and field adjustment may be necessary to avoid conflicts with existing utilities, structures, etc.
2. Field verify survey information prior to installation.
3. Spray marks shall be installed for all new pipe material and soil. Bubbles shall be installed on main lines.
4. Main line shall be installed adjacent to sidewalk. 6 Zones are estimated.
5. Water Supply shall be new 1" water meter with backflow preventing (contractor). Connection shall be on north side of Avenue D at existing 6" C900 PVC Main Line.
6. Boreings under Avenue C and Avenue D shall be on the side of the PDOT Right-of-Way. Follow guidelines set forth in Index 591.
7. See the bid Package for additional details and information.
8. Main line shall be SCH 40 PVC 12" 3/8" water main shall be required on main line and Valve shall be wireless.
9. The least cost of Ave. B on the east side of Hwy 99 may be added to the Scope of Work. See sheet OPT for the landscape and irrigation Plan.









**City of Port St Joe**  
**Port St. Joe Redevelopment Agency**  
Scope of Work  
**US-98 Landscaping Phase IV**  
**North Port St. Joe Gateway**  
July 2013

1. All Work shall meet the requirements of FDOT Standard Specification 580 and FDOT design standard index 544.
2. All Work shall be in compliance with FDOT safety regulations for workers within the State ROW.
3. All Work shall conform to any and all applicable regulations and codes for the location of the Work. The installer shall obtain any necessary locates, permits, and inspections for both the installation and maintenance periods. Installer shall call Sunshine State One Call and mark utility locations.
4. All bidders must schedule an on-site, pre-bid meeting with Port St. Joe Redevelopment Agency Executive Director prior to submitting bid. Without documentation of this onsite meeting, bids will not be considered.
5. Location of new landscaping is contiguous with existing landscaping, is similar in design, and is within the State ROW on the east and west sides of US-98 between Avenue A and Avenue D.
6. Contractor shall provide & install new trees, plants, turf, and mulch in quantities identified in schedule of values.
7. All irrigation bores must meet FDOT requirements and need to be permitted through the local FDOT field office.
8. Plants must be from Florida-based nursery stocks.
9. Except where prohibited by federal law or federal regulations and to the extent practical, a minimum 50% of the budget must be for large plant material (five gallons or larger).
10. Installer shall remove and dispose of existing turf and weeds, including weed eradication and application of pre-emergent weed killer. Existing vegetation shall be removed by scraping top 2-3" out and hauling off debris. Tilling is prohibited.
11. Installer shall perform fine grading work including imported topsoil as required following removal of existing sod.
12. Installer shall apply fertilizer and soil improvements as needed to support new plantings.
13. Bed preparation and planting shall include the following:
  - Loosen soil to a minimum depth of four (4) inches and remove all debris. Regrade the bed to its pre-planting subgrade.
  - Spread specified fabric-type weed barrier over all shrub beds.
  - Weed barrier fabric shall be 4.1-ounce, 20-year woven needlepunch weedbarrier, held in place with six (6)-inch soil staples.
  - Dig planting pits at two (2) times the diameter of the pot. Fill plant pit with 50% existing soil and 50% topsoil and compact so that the top of the root ball will settle 1/8 depth of root ball above finish grade. Set plant and fill remainder of hole with planting mix.
  - Fertilize each plant as recommended by soil analysis.
  - Provide Owner with yearly fertilization program as defined by soil analysis.
  - Water thoroughly and reset any plants that settle too deep.

- Remove spoil dirt and rake the bed to its finish grading.
  - Mulch shall be provided a minimum of three (3) inches in depth around all newly planted landscape. Remove all debris from mulch.
14. Topsoil shall be a natural, friable, fertile, fine loam soil. It shall be certified (by testing) to be free of weed seeds and pathogens. It shall also be free of litter, sod, clay, stones, roots, and stumps. It shall bear a PH of between 5.5 and 7.5. Anticipated quantity of topsoil required is 160 cubic yards.
  15. Topsoil in tree islands shall have at least twelve (12) inches of suitable soil for tree plantings and be void of any construction debris or unsuitable materials.
  16. Installation of FDOT required tree bracing & removal at the end of establishment period.
  17. The installer shall ensure that all planting areas are clean of all trash, debris, or other non-indigenous materials to a depth of 36" prior to any landscape installation.
  18. Install complete irrigation system for all new plantings. Utilize pop-up spray heads and drips; no wide range rotor sprays will be allowed. All heads shall be of the proper type for the areas where located and shall be installed plumb and with adequate and uniform clearance from all hardscaping to eliminate water overspray on impervious areas. A rain shutoff device shall be required as part of the irrigation system.
  19. All piping and wire passing under paved areas shall be sleeved with SCH 40 PVC pipe, three (3)-inch minimum sleeves.
  20. Reference Index 591 to ensure that the irrigation sleeves are placed below the frost line and under a depth that will ensure they are not damaged by over passing traffic.
  21. The installer shall remove two existing trees: one hardwood and one sable palm.
  22. The installer shall provide the Owner with an irrigation maintenance checklist & seasonal watering guidelines.
  23. The irrigation system shall be maintained and managed for twelve (12) months to ensure water efficiency and prevent wasteful practices. This shall include but not limited to resetting the automatic controller according to the season, flushing the filters, monitoring, adjusting & repairing equipment such that the efficiency of the system is maintained throughout the one-year maintenance/warranty period.
  24. The twelve (12)-month maintenance and warranty period must be conducted by the same company that performed the installation; this aspect of the Work may not be subcontracted.
    - Twelve (12) months of monthly turf management for fertilization, insects and weeds.
    - Twelve (12) months of regular landscape & irrigation maintenance shall be performed on a weekly basis in months April thru Sept and on a bi-weekly basis in months Oct thru Mar including:
      - a. Mow and edge sod
      - b. Blow or vacuum sidewalks of sand and trimmings
      - c. Keep trees trimmed of loose branches and seed pods
      - d. Keep all plantings trimmed
      - e. Remove all invasive weeds from planting beds
      - f. Adjust irrigation heads for complete coverage and avoidance of paving and sidewalks.
      - g. Monitor and maintain irrigation timers and valves
      - h. Occasional repair or replacement of irrigation small parts
  25. Throughout the warranty period, all plant material must be maintained in good, living condition. This includes keeping beds free of debris and weeds, all mechanical maintenance, fertilization, chemical treatments for disease or infestation, and watering.
  26. The landscape contractor shall be responsible for any and all necessary repairs to damage caused by the Work at no additional cost to the Owner.

27. "As-built" red-lined plans will be submitted to Owner upon completion of Work.
28. Installer will provide proof of insurance at a minimum of \$1,000,000.

**Schedule of Values**  
**US-98 LANDSCAPING PHASE - 4 (revised 3/1/13)**  
**City of Port St. Joe, Florida**

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT COST	EXTENDED COST
1	General Conditions	1	LS		
2	Clearing and Grubbing - 1057 LF	1	LS		
3	Topsoil Improvements	1	LS		
4	Fringe Tree - 15 gal	18	EA		
5	Little Gem Southern Magnolia - 15 gal	10	EA		
6	Cabbage Palm - max. 8' CT	15	EA		
7	Bulbine - 1 gal	198	EA		
8	White African Iris - 1 gal	490	EA		
9	Gulf Muhly Grass - 1 gal	735	EA		
10	Centipede Sod	12250	SF		
11	Pinestraw Mulch - min 3" deep	10290	SF		
12	Weed Block fabric	10290	SF		
13	Irrigation System	1	LS		
14	Directional Boring - 4"	200	LF		
15	Tree staking	1	LS		
16	12 months maintenance and warranty	1	LS		
17	Remove two existing trees (one sable palm and one hardwood)	1	LS		
18	Alternate: Option 1 Landscape Plan	1	EA		
Total Project Cost:					



**STATE OF FLORIDA**  
**DEPARTMENT OF FINANCIAL SERVICES**  
**REMITTANCE ADVICE**

THIS IS NOT A PAYMENT DEVICE

FLAIR ACCOUNT CODE	OLO	SITE	DOCUMENT NUMBER	OBJECT	DATE	PAYMENT NUMBER
37-202261019-37010100-00-14006111	370000	08	D4000041202	7900	07/30/13	0049910

PAYMENT AMOUNT  
\$ 4,800.00

**DO NOT CASH**

AGENCY DOCUMENT NO  
VF00368

CITY OF PORT ST JOE  
PO BOX 278  
PORT ST JOE FL 32456

PLEASE DIRECT QUESTIONS TO: (850) 245-2465, CONTRACT DISBURSEMENT SECTION

VENDORS NOW CAN VIEW PAYMENT INFORMATION AT [HTTP://FLAIR.DBF.STATE.FL.US](http://FLAIR.DBF.STATE.FL.US)

INVOICE NUMBER	AMOUNT
-----	-----
5 \$	4,800.00

THE PAYMENT HAS BEEN TRANSMITTED  
ELECTRONICALLY (EFT) TO YOUR FINANCIAL  
INSTITUTION ACCORDING TO YOUR INSTRUCTIONS.

CITY OF PORT ST JOE  
PO BOX 278  
PORT ST JOE FL 32456

# PAYMENT REQUEST FORM

Grantee: CITY OF PORT ST. JOE  
 Mailing Address: REDEVELOPMENT AGENCY  
406 MARINA DRIVE  
PORT ST. JOE FL 32456  
 DEP Agreement No.: CM 232

Grantee's Grant Manager: GAIL AGSABROOK  
 Payment Request No.: 5

Date Of Request: July 11, 2013

Performance Period: FEB 15, 2013 - June 20, 2013

Total Amount Requested: \$ 4,800




Deliverable No.: 2.2

## GRANT EXPENDITURES SUMMARY SECTION

CATEGORY OF EXPENDITURE	AMOUNT OF THIS CLAIM	TOTAL CUMULATIVE FCMP CLAIMS	MATCHING FUNDS CLAIMED	TOTAL CUMULATIVE MATCHING FUNDS
Salaries	\$	\$	\$ 1000	\$ 4400
Fringe Benefits	\$	\$	\$	\$
Travel	\$	\$	\$	\$
Equipment Purchases	\$	\$	\$	\$
Supplies	\$	\$	\$	\$
Contractual Services	\$ 4800	\$ 15,000	\$ 2900	\$ 9950
Other Expenses	\$	\$	\$ 150	\$ 650
Indirect	\$	\$		
<b>TOTAL AMOUNT</b>	\$ 4800	\$ 15,000	\$ 4050	\$ 15,000
<b>GRANT BUDGET AMOUNT</b>	\$ 15,000		\$ 15,000	
<b>Less Total Cumulative Payments of:</b>	\$ 15,000		\$ 15,000	
<b>REMAINING BUDGET IN GRANT</b>	\$ 0		\$ 0	

## GRANTEE CERTIFICATION

The undersigned certifies that the amount being requested for reimbursement above was for items that were charged to and utilized only for the above cited grant activities.

 Grantee's Grant Manager's Signature  Print Name <u>850-229-6899</u> Telephone Number	 Grantee's Fiscal Agent <u>Jim Anderson</u> Print Name <u>850-229-8261</u> Telephone Number
--	---

**RECEIVED**  
**JUL 22 2013**  
**F.C.M.P.**

\*\*PLEASE DO NOT ALTER THIS FORM\*\*

RECEIVED  
 JUL 25 AM 11:25  
 FINANCE & ACCOUNTS  
 DEPARTMENT  
 REIMBURSEMENT  
 MANAGEMENT

**STATE OF FLORIDA**  
**DEPARTMENT OF FINANCIAL SERVICES**  
**REMITTANCE ADVICE**

THIS IS NOT A PAYMENT DEVICE

FLAIR ACCOUNT CODE	OLO	SITE	DOCUMENT NUMBER	OBJECT	DATE	PAYMENT NUMBER
37-202261019-37010100-00-14006111	370000	08	D4000041201	7900	07/30/13	0049909

PAYMENT AMOUNT  
\$ 2,200.00

**DO NOT CASH**

AGENCY DOCUMENT NO  
VF00367

CITY OF PORT ST JOE  
PO BOX 278  
PORT ST JOE FL 32456

PLEASE DIRECT QUESTIONS TO: (850) 245-2465, CONTRACT DISBURSEMENT SECTION

VENDORS NOW CAN VIEW PAYMENT INFORMATION AT [HTTP://FLAIR.DBF.STATE.FL.US](http://FLAIR.DBF.STATE.FL.US)

INVOICE NUMBER	AMOUNT
4	\$ 2,200.00

THE PAYMENT HAS BEEN TRANSMITTED  
ELECTRONICALLY (EFT) TO YOUR FINANCIAL  
INSTITUTION ACCORDING TO YOUR INSTRUCTIONS.

CITY OF PORT ST JOE  
PO BOX 278  
PORT ST JOE FL 32456

**ATTACHMENT C  
PAYMENT REQUEST FORM**

Grantee: CITY OF PORT ST. LUCIE  
REDEVELOPMENT AGENCY  
 Mailing Address: 406 MARINA DRIVE  
PORT ST. LUCIE, FL 33456  
 DEP Agreement No.: CM232

Grantee's Grant Manager: GAIL ALSDAROOK  
 Payment Request No.: 4

Date Of Request: July 11, 2013

Performance Period: DEC 15, 2012 - FEB 15, 2013

Total Amount Requested: \$ 2200.00


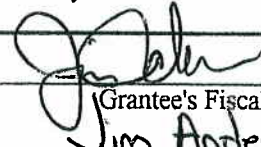
Deliverable No.: 2.1

GRANT EXPENDITURES SUMMARY SECTION

CATEGORY OF EXPENDITURE	AMOUNT OF THIS CLAIM	TOTAL CUMULATIVE FCMP CLAIMS	MATCHING FUNDS CLAIMED	TOTAL CUMULATIVE MATCHING FUNDS
Salaries	\$	\$	\$ <u>12,125.00</u>	\$ <u>3400</u>
Fringe Benefits	\$	\$	\$	\$
Travel	\$	\$	\$	\$
Equipment Purchases	\$	\$	\$	\$
Supplies	\$	\$	\$	\$
Contractual Services	\$ <u>2200</u>	\$ <u>10,200</u>	\$ <u>2250</u>	\$ <u>7050</u>
Other Expenses	\$	\$	\$ <u>350</u>	\$ <u>500</u>
Indirect	\$	\$		
<b>TOTAL AMOUNT</b>	\$ <u>2200</u>	\$ <u>10,200</u>	\$ <u>3,812.50</u>	\$ <u>10,950</u>
<b>GRANT BUDGET AMOUNT</b>	\$ <u>15,000</u>		\$ <u>15,000</u>	
<b>Less Total Cumulative Payments of:</b>	\$ <u>10,200</u>		\$ <u>10,950</u>	
<b>REMAINING BUDGET IN GRANT</b>	\$ <u>4,800</u>		\$ <u>4,050</u>	

**GRANTEE CERTIFICATION**

The undersigned certifies that the amount being requested for reimbursement above was for items that were charged to and utilized only for the above cited grant activities.

	
Grantee's Grant Manager's Signature	Grantee's Fiscal Agent
<u>GAIL ALSDAROOK</u>	<u>Jim Anderson</u>
Print Name	Print Name
<u>850-229-6899</u>	<u>850-229-8261</u>
Telephone Number	Telephone Number

RECEIVED  
 PORT ST. LUCIE  
 REDEVELOPMENT AGENCY  
 JUL 22 2013  
 25 AM 10:21

**RECEIVED**  
**JUL 22 2013**  
**F.C.M.P.**

**\*\*PLEASE DO NOT ALTER THIS FORM\*\***



**DEPARTMENT OF ENVIRONMENTAL PROTECTION  
FLORIDA COASTAL MANAGEMENT PROGRAM  
REQUEST FOR PAYMENT**

PAYABLE TO:

PORT ST JOE City

150 Captain Joe's Place

Port St Joe, FL 32456

PAYMNET REQUEST #: 4

CONTRACT #: CM232

AMOUNT OF PAYMNET REQUEST: \$2,200.00

**SECTION A**

**DISBURSEMENT DATA**

FINAL PAYMENT: No

EO: LR

OBJECT CODE: 790081

ORGANIZATION CODE: 37010101016

FUND: 261019

CATEGORY: 140061

VENDOR #: 59-0953785

YEAR: 12

GRANT #: CM02M

PROJECT#: CM232

**FOR ALL STATE AGENCIES**

21-DIGIT ACCOUNT CODE:

BENEFIT OBJECT CODE:

BENEFIT CATEGORY/YEAR:

**SECTION B**

**BENEFITING DATA - FOR DEP GRANTS**

ORGANIZATION CODE:

EO:

SUBGRANT #: CM232

BENEFITING OBJECT CODE: 015100

BENEFIT CATEGORY/YEAR:

INVOICE RECEIVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

GOOD/SERVICES RECEIVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

APPROVED AND INSPECTED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

PAYMENT REQUEST APPROVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

GRANTS DIRECTOR APPROVAL: \_\_\_\_\_

DATE: \_\_\_\_\_

The attached travel charges and documentation have been reviewed for compliance with Chapter 112.061FS

APPROVED BY: \_\_\_\_\_

PASTOR JOHNNY JENKINS, JR  
116 BROAD STREET  
PORT ST. JOE, FL 32456

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July 22, 2014

Gail Alsobrook  
Port St. Joe Redevelopment Board  
Port St. Joe, FL 32456

Dear Ms. Alsobrook,

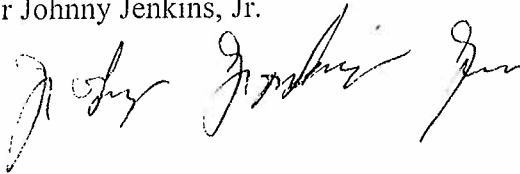
Please accept this notice as my official resignation from the Port St. Joe Redevelopment Board of Directors effective immediately.

I have enjoyed my tenure with this Board and regret my decision to resign, unfortunately, due to personal obligations and new business ventures, I am unable to devote the necessary time needed to be an effective member.

I appreciate the experience I have had while serving on this Board.

Respectfully,

Pastor Johnny Jenkins, Jr.

A handwritten signature in black ink, appearing to read "Johnny Jenkins, Jr.", written in a cursive style.



## Guidelines for Production and Distribution of Collateral Materials Using PSJRA Art

Port St. Joe Redevelopment Agency (PSJRA) shall make banner art available for production and sale of collateral materials to any vendor whose business is located within the Community Redevelopment Area. The banner art available includes:

- Historic Banner Series (Chuck Creasy art)
- Henderson Banner Series (Richard Henderson art and concept)

Any interested, qualified vendor shall be required to sign an agreement for fabrication, distribution, and sale with the PSJRA that will include the following stipulations:

1. All collateral material produced using PSJRA art must be reviewed and approved in writing prior to production by the PSJRA Board of Directors.
2. Collateral material must include the PSJRA logo in an inconspicuous location (e.g. the bottom of a mug, the back of a note card, or in the border of a poster). The PSJRA logo must remain unaltered, either in color or relative size.
3. Manufactured collateral material must be made available to local retailers at a reasonable wholesale price.
4. Retail pricing shall be approved by the PSJRA and shall remain consistent for each and all vendors.
5. Material may be placed on sale with approval of the PSJRA to enable all vendors to reduce the price simultaneously.
6. Custom pieces (one-off, commissioned pieces) shall be reviewed on a case-by-case basis for approval.
7. The PSJRA shall not profit from this initiative; all profits shall reside with the vendors.
8. Should the guidelines not be adhered to, the vendor shall immediately forfeit the opportunity to market, sell, and profit from PSJRA collateral material.