

**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, February 19, 2013, AT 6:00 P.M.**

The following were present: Mayor Magidson, Commissioners Buzzett, McCroan, Patterson and Kennedy. 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 Patterson, to approve the Minutes of the Regular Meeting of February 5, 2013. All in Favor; Motion carried 5-0.

CITY ATTORNEY – Tom Gibson

Mr. Gibson met with Marina Pennington and Department of Economic Opportunity Staff concerning the availability of funding and technical assistance and he was very encouraged by their meeting.

CITY MANAGER'S REPORT

Old Business

Lighthouse Update / Project Manager

A Motion was made by Commissioner Patterson, second by Commissioner Kennedy, to include Preble Rish as the engineering responsibilities as Project Manager for this project and when they come to us and say we need these architectural services we will deal with that issue at that time. All in Favor; Motion carried 5-0.

RESTORE Act Committee

The Committee met today and there are still no rules or regulations from the state or federal level. Pre applications are being presented to the Committee for review.

CDBG Water Grant Phase II – Bruce Ballister

Mr. Ballister updated the Commission on the North Florida Child Development Grant which has been completed and noted that the ADA Improvements for restrooms at the Fire Station, City Hall and Centennial Building are in the process of being closed out.

Phase I of the North Port St. Joe Water System Improvements has been approved and Mr. Ballister anticipates going to bid in April on the project. A Motion was made by Commissioner McCroan, second by Commissioner Kennedy, to enter into contract with Apalachee Regional Planning Council and Mr. Ballister for Phase II that will include Avenues E, F and G with a loop to the East. All in Favor; Motion carried 5-0.

Employee Sick Leave – Request to Utilize Sick Leave Pool

An employee is facing major surgery and is in need of additional leave time. A Motion was made by Commissioner Buzzett, second by Commissioner Kennedy, to allow fellow employees to donate leave time for their co-worker. All in Favor; Motion carried 5-0.

Chipola Pump Motor

Mr. Anderson noted that Gilbert Pump is having problems getting the replacement pump and now anticipates delivery in June. Northwest Florida Water Management District has been notified of the delay.

Centennial Celebration

Mayor Magidson shared that meetings are continuing and there will be a fund raising opportunity on May 11, 2013. Local bands, as well as the Villagers, will be participating in the event.

Water Study

Dave Kozan and Philip Jones have met with Mr. Anderson and Ms. Todd. They are now in the data gathering and fact finding mode.

Tree Removal, Fresh Water Canal

Mr. Gibson noted that the contract has been mailed to Whitfield Timber Company.

Marvin Avenue Water line Replacement

Mr. Anderson has notified SRF of the City's request and is waiting on their response.

New Business

TDC Update – Jennifer Jenkins

Ms. Jenkins presented the results of their Gulf County Vision Perception Interviews from November. Conclusions from the survey yielded: Mindful Growth – Fall and Spring Opportunities; Target like-minded, new visitors modeled from loyalists; Find and covert more brand ambassadors; Expand reach in Southern Geography; Explore emerging markets in Midwest Corridor; Stay true to Gulf County brand character – be specific. All indications are that those surveyed like Gulf County the way it is and like to visit because it is relaxing, quiet, beautiful, peaceful and friendly. Unique traits included uncrowded, laidback, friendly, unspoiled, pet friendly, beautiful, peaceful and pristine.

Small Business Development Center – Quen Lamb

Mr. Lamb shared that he works with the Small Business Development Center to assist people in establishing a business and help existing businesses improve their businesses. There is no charge for their services but workshops cost \$30. His programs are funded by the Small Business Administration. They also offer specialized assistance for the Veterans' Business Outreach Center. Mr. Lamb asked that referrals be made to him when people are looking for assistance with business start up.

Proposed RESTORE Act Application – Minnie Likely

Mrs. Likely requested assistance from the City in applying for a RESTORE Act Grant. The building she uses for an after school program is in dire need of repairs and she feels that approximately \$125,000 would cover the repairs. A Motion was made by Commissioner Buzzett, second by Commissioner Patterson, to include her request in the City's applications for Phase II. All in Favor; Motion carried 5-0.

Proposal for Continuing Contract – Architectural / Engineering Services

After a discussion on the subject, consensus was to table the request to allow the Commissioners time to review the issue. The request will be on the Agenda for the March 5, 2013, Meeting.

Northwest Florida Water Management District – Stormwater Improvements

A request was received from the Northwest Florida Water Management District for proposed Stormwater Improvement Projects for the City of Port St. Joe. The following projects were deemed to be excellent ways to improve the water quality: Stormwater Master Plan \$50,000; Patton Bayou Outfall \$150,000; Battles Street Outfall \$250,000 and Forest Park Stormwater Improvements \$750,000. A Motion was made by Commissioner Buzzett, second by Commissioner Kennedy, to submit these projects to the NFWFMD for their review. All in Favor; Motion carried 5-0.

EDC / Chamber Funding

Invoice 11-625 has been received from the Gulf County Chamber of Commerce for \$20,000. It was noted that the funds are allocated as \$10,000 for the Gulf County EDC and \$10,000 for the Gulf County Chamber of Commerce. This is a budgeted expenditure and it will be made payable to the Chamber.

Highway 98 and First Street Intersection

Correspondence has been received from Charley E. Locke, Traffic Operations Special Project Coordinator for the Florida Department of Transportation concerning the "No Turn On Red" sign at the Highway 98 and First Street Intersection. Their review of the location indicated that the sign has improved the crashes history at this location and no crashes have occurred from the time the sign was installed August 4, 2011 until December 7, 2012. They do not recommend any changes at this time.

Public Works

Mr. Grantland was absent and there was nothing to report.

Surface Water Plant – Larry McClamma

Mr. McClamma shared that the White City Booster Station Pump repair will begin Thursday. He thanked Ms. Todd for her work with the demolition of the old water plant and noted that there should be forthcoming revenue from scrap in the old plant.

Wastewater Plant - Lynn Todd

Ms. Todd made the Commission aware of the Mechanical Bar Screen failure at the Headworks. The company was contacted but has not been very responsive to her calls to them. Bob Lyles located a switch and was able to put the screen back in service. The company did send a part after Mr. Lyles made the repair. Whether the equipment is still under warranty needs to be determined.

City Engineer – Clay Smallwood

Headworks and Sprayfields Update - Nothing to report at this time.

Water Distribution Phase I Update

Mr. Smallwood reported that all pipe from I-C Contractors is in the ground. Paving will begin in two weeks and grassing operations will follow that.

Code Enforcement

Mr. Burkett's Activity Report was reviewed, no action was required.

Police Department

Sergeant David Garner noted that it is illegal to burn trash or garbage in the City. A Permit is required and must be secured from Fire Chief John Ford.

PSJRA – Gail Alsobrook

MLK Sidewalk Project

Ms. Alsobrook, on behalf of Gulf County Commissioner Tan Smiley, has requested a City Workshop be held on Tuesday, February 26, 2013, at 6:00 P.M. to discuss this project. The Workshop will be held in the Washington Gym.

Office Location

There is a possibility that space will be available in the Local Color Building in March. Ms. Alsobrook is making inquiries as to the availability of the space and costs associated with it.

Final Deliverable for Bay Park Grant

Ms. Alsobrook noted the final deliverable for the Bay Park Master Plan: A comprehensive plan incorporating and coordinating all anticipated uses, landscape strategy, architectural visioning, lighting, educational strategy (including placement of display / kiosk, benches, trash receptacles), power distribution, security and other components.

Provisional PSJRA Directors Request approval for two new provisional members

A Motion was made by Commissioner McCroan, second by Commissioner Kennedy, to approve Patti Blaylock as a Provisional Member. An additional member will be presented at a later date. All in Favor; Motion carried 5-0.

FRQ 2013-01 – Lighthouse Film Documentary

Ms. Alsobrook requested guidance concerning the Film Documentary. The Commission instructed that she and Mr. Anderson should review the RFQs and make a recommendation to the Board at their next meeting.

PSJRA Minutes

Minutes of the December 13, 2012, and February 21, 2013, Meetings were included in the Agenda for perusal by the Commission.

City Clerk – Charlotte Pierce

Nothing to report at this time.

Citizens to be Heard

No one asked to speak.

Discussion Items by Commissioners

Commissioner Kennedy shared that the alley behind Port Cottages will need to be closed temporarily as the alley will be paved from Buy-Rite to Cadence Bank. The cottages will begin housing guests in March with the Grand Opening scheduled for April 6, 2013.

Commissioner Patterson continues to receive complaints of speeding on Avenue G. Sergeant Garner noted that they have patrolled the area and no speeding was observed. The Police Department will continue to monitor the location.

Questions are still being

directed to Commissioner Patterson as to whether Eastern Shipbuilding will open their facility here. Barry Sellers, Executive Director of the Gulf County Economic Development Council, assured Commissioner Patterson that he has been talking with them and all indications are that they will be here within the next several months.

Commissioner McCroan inquired as to whether the problem with the red light at the Intersections of Highway 98 and Cecil G. Costin, Sr., Blvd., (Highway 71) had been resolved. Chief Barnes has discussed this with Mr. Anderson and the switch will be replaced.

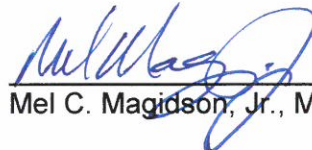
Commissioner Buzzett requested that the landscaping around City Hall be included is a monthly treating service for weeding and fertilizing. A cost for this service is to be on the March 5, 2013, Agenda.

Commissioner Buzzett provided copies of a 1950 News Herald article on the Cape San Blas Lighthouse for the Board.


Mayor Magidson reminded everyone of the Photo Swap scheduled for Saturday, February 23, 2013, from 2:00 P.M. – 5:00 P.M., at the Gulf County Senior Citizen's Building. Photos will be scanned for possible use with Port St. Joe's Centennial Celebration June 28, 2013 – July 5, 2013.

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

Approved this 5th day of March 2013.



Mel C. Magidson, Jr., Mayor



Charlotte M. Pierce, City Clerk