

April 1, 2014

**Workshop Public Meeting
CDM Water Study Report
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

****AMENDED****

6:00 p.m.

City Hall

Commission Chamber

Tuesday April 1, 2014

Call to Order

Consent Agenda

Minutes

- Workshop Commission Meeting 3/18/14 Pages 1-2
- Regular Commission Meeting 3/18/14 Pages 3-7

City Attorney

- Ordinance 499 Pages 8-14
 - 2nd Reading & Consideration of Adoption
- Ordinance 504-Signs Pages 15-22
 - 2nd Reading & Consideration of Adoption
- Ordinance 505- Designating the City Commission as the PSJRA Board Pages 23
 - First Reading
- Legacy Trust Program- Update
- Jetty Park Lease Agreement
- Gulf Pines Hospital- Update Page 24
- Competitive Florida Partnership- Update
- Submerged Land

Old Business

- Resolution 2014-02 Boat Launch Fees Pages 25-29
- Centennial Building Roof-Update
- Economic Development Academy Pages 30-32

New Business

- Fee Waiver Request- Relay for Life Pages 33-36
- Water Study Action Plan
- Chipola Pump Station Grant Agreement Pages 37-42
- Walking Path Lighting
- Churches- Comm. Patterson
 - Prayer before Meetings
 - Signs

Public Works

- Water Distribution Phase II-Update
- Long Ave. Sewer Line- Update

Surface Water Plant

- Update

Waste Water Plant

- RFP 2014-01 Bid Award (Handout)

City Engineer

- CDBG Water Line Replacement Grant- Update
- USDA Sidewalk Replacement- Update

Code Enforcement

- Update

Page 43

Police Department

- Update

PSJRA

- Update

Pages 44-53

City Clerk

- Update

Citizens to be Heard**Discussion Items by Commissioners****Motion to Adjourn**

MINUTES OF THE WORKSHOP - PUBLIC MEETING FOR THE COMPETITIVE FLORIDA PARTNERSHIP FOR THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE FLORIDA, HELD IN THE COMMISSION CHAMBER AT CITY HALL, March 18, 2014, 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 to provide a Public Hearing on the Competitive Florida Partnership Pilot Community Program Grant.

City Manager Jim Anderson welcomed everyone and thanked them for their interest in the grant opportunities.

Julie Dennis, Program Manager with the Department of Economic Opportunity provided an overview of the new program, the purpose of the program and assumptions. She described the asset-based economic development approach, its benefits as it is based on human organizations and physical assets and it is locally driven.

Ms. Dennis provided details on the upcoming Asset Mapping Exercise intended to identify local assets and get an outside perspective on such assets. She described the objective to create a network of leaders with other pilot communities to share successes and challenges and learn from each other's experience.

She also describe the final task of the Case Study where the community will describe some of the experiences, how they all have contributed to position the City where it has already developed an economic strategy and now will be identifying specific projects and activities to achieve the communities objectives.

Tom Gibson, City Attorney, described the tasks to be performed under the agreement with DEO and general timeframe to complete these tasks:

- Survey
- Asset Mapping Exercise
- Action Plan
- Case Study

Marina Pennington, City Planning Consultant, provided background on the Economic Development Element of the Comprehensive Plan. The goal of the community is to "create and retain jobs while maintaining and improving the quality of life in the community". She described the six objectives included in the plan:

- Diversified Economy – Expand the economic base by promoting a diversified economy that takes full advantage of the City's strategic location, natural resources, public facilities and infrastructure.
- Transportation Network – Improve transportation network facilities in order to attract new businesses, create new jobs and increase tax base
- Education and Workforce Training – Provide quality education and responsive workforce training to support and attract new businesses.
- Quality of Life – Balance economic development while maintaining the quality of life that makes the City of Port St Joe a very unique place to live.

- Coordination and Communication - Improve coordination and communication among local, regional and state economic development organizations to foster a more collaborative business environment and promote assets of the city as part of the larger Northwest Florida Region.
- History and Culture – Celebrate the history and culture of the region through educational and cultural venues to attract a new demographic of visitor and increase local jobs for local residents.

Ms. Pennington described how the City has organized six teams and has been meeting with each team to begin the process of identifying Projects and Activities to be included in the Action Plan. She invited others in the community to join these teams and received responses from citizens in the meeting to do so.

The group recommended posting the information about the six teams on the City's website, including the policies and the initial list of "Projects and Activities" encouraging residents to join these teams.

Mayor Magidson adjourned the Workshop at 5:50 P.M.

Approved this _____ day of _____ 2014.

Mel C. Magidson, Jr., Mayor

Date

Charlotte M. Pierce, City Clerk

Date

**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, March 18, 2014, AT 6:00 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 March 4, 2014, Regular Meeting with a correction to the Lighthouse update to include "relocation of power lines" on County Road 30 to move the lighthouse. All in Favor; Motion carried 5-0.

CITY ATTORNEY – Tom Gibson

Ordinance 502 E Cigarettes – First Reading and Ordinance 503 E Cigarettes – First Reading

A Motion was made by Commissioner Patterson, second by Commissioner Buzzett, to read by Title only Ordinance 502 and Ordinance 503. All in Favor; Motion carried 5-0.

Attorney Gibson read Ordinance 502 by Title only and then read Ordinance 503 by Title only.

Ordinance 504 – Signs

Mr. Anderson noted that Ordinance 504 was reviewed by the PDRB and they recommend approval of the Ordinance. A Motion was made by Commissioner Thursbay, second by Commissioner Patterson, to read Ordinance 504 by Title only. Voting in Favor of the Motion were Commissioners McCroan, Patterson and Thursbay. Voting against the Motion were Mayor Magidson and Commissioner Buzzett. Motion carried 3-2.

Attorney Gibson read Ordinance 504 by Title only.

Ordinance 505 – Designating the City Commission as the PSJRA Board – First Reading

A Motion was made by Commissioner Thursbay, second by Commissioner McCroan for discussion.

Commissioner Buzzett noted the accomplishments of the PSJRA, read a list of the members of the PSJRA Board, stated he felt it was wrong to dissolve the Board and encouraged the Commissioners to vote "No" to read the ordinance.

Mayor Magidson referenced the PSJRA's 2013 Stakeholders Summary and the many projects they have accomplished for the City.

The following individuals shared their concerns about dissolving the PSJRA Board and the Commission taking over those responsibilities: Dr. Dusty May, Trish Warriner, Natalie Shoaf, Barbara Radcliff, Terri Hays and Deborah Barnes.

Gail Alsobrook thanked everyone for being present to support the PSJRA; offered, as a volunteer, to spend as much time as needed with the City Commissioners to resolve any issues and noted that the PSJRA Board provides untold hours of free services through their professional training to the community.

Commissioner Patterson stated that he did not have anything against the PSJRA Board, felt they had done a great job, but continues to have numerous calls from voters encouraging the Commission to serve as the PSJRA Board.

Commissioner McCroan shared that the calls he has received supports the decision of the City Commissioners to dissolve the PSJRA Board.

James Cooley stated that he supports Commissioner Patterson's efforts to make the City Commissioners the governing body for the PSJRA.

The constant plea from citizens was to step back, look at the situation; if it isn't broke – don't fix it; provide a better understanding of where funding of the PSJRA comes from and the requirements on spending the money, and consider the additional time that will be required for the Commission to serve as the PSJRA Board.

Commissioner Thursbay asked about the possibility of an advisory board and Mr. Gibson noted that the Board must either be appointed or the City Commission must serve.

After a lengthy discussion, Commissioner Thursbay withdrew his Motion with consensus being to review the issue and make a decision at the April 1, 2014, meeting.

Legacy Trust Program Update

There was no new information to be shared.

Resolution 2014-04 Port Authority Support

A Motion was made by Commissioner McCroan, second by Commissioner Buzzett, to adopt Resolution 2014-04. All in Favor; Motion carried 5-0.

Jetty Park Lease Agreement

Mr. Gibson shared that the St. Joe Company is drafting a lease agreement.

Gulf Pines Hospital

The IRS has requested that all information submitted two years ago be resubmitted. Mr. Gibson will work on this.

Competitive Florida Partnership Contract

A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to execute the Funding and Program Agreement with the Department of Economic Opportunity. All in Favor; Motion carried 5-0.

CITY MANAGER'S REPORT

Old Business

Resolution 2014-02 – Boat Launch Fees

Dr. Tim Nelson noted a need for revenue to maintain the park, encouraged the Commission to adopt a fee schedule and shared that the fee system is used throughout Florida.

Commissioner Thursbay asked that the information provided be reviewed, that thoughts and ideas be given to Mr. Anderson for consideration, and staff offer a recommendation on how to provide decals and collect fees in the most efficient manner.

Lighthouse Update

Mayor Magidson shared that Amendment One to the Historic Preservation Grant Award Agreement has been signed and all requested information will be submitted to the state within the next few days. He also noted that Duke Energy will need about 60 days to prepare for the move of the lighthouse.

Patricia Hardman once again challenged the Commission on cost figures to relocate the lighthouse. Mayor Magidson addressed her concerns and provided factual information.

Joint City / County Solid Waste RFP

City and County Staffs continue to work on this issue.

New Business

College Students – Community Service Projects

Mayor Magidson noted the many projects that Auburn University and University of Wisconsin students have completed in Port St. Joe. He expressed the appreciation of the Commission for jobs well done by the students.

Commissioner Thursbay requested that a letter of thanks be sent from the Commission to these universities recognizing the work of these students.

Temporary Road Closure Request - Church of God in Christ

A Motion was made by Commissioner McCroan, second by Commissioner Patterson, to approve the request from the Church of God in Christ for a temporary road closure of Avenue D from MLK Boulevard to 163 Avenue D on Saturday, April 5, 2014. All in Favor; Motion carried 5-0

Fee Waiver Request – Atkins

A Fee Waiver Request has been received from Atkins for the use of the Centennial Building on May 6, 2014, for a Public Hearing on the Gulf Coast Parkway. A Motion was made by Commissioner Patterson, second by Commissioner Thursbay, to grant the request. All in Favor; Motion carried 5-0.

Public Works – John Grantland

Water Distribution Phase II

Palm Boulevard is basically complete and lacks tying into the existing main. Driveways will be repaired on Marvin Avenue in the next few days, pending weather, and Twentieth Street to Juniper Avenue is the next phase of the project.

Crews are still working on clogged stormwater drains that were filled because of the 8 plus inches of rain that fell in the last few days.

Long Avenue Sewer Line

The cost to repair the line is in excess of \$238,000 and not currently in the budget. Road repairs will be made until funds are available.

Commissioner Thursbay commended Mr. Grantland for the outstanding work that is being done by Mr. McDaniel and his work crew on the baseball and softball fields.

Surface Water Plant

There was no report from the plant.

Wastewater Plant – Lynn Todd

Ms. Todd did not have anything to report.

City Engineer – Clay Smallwood, III

The Water Study

There was a meeting yesterday with Dave Cozan of CDM to discuss the VT Water Study Report. A Workshop will be held on April 1, 2014, at 5:00 P.M. to review the report with the Commission. Mr. Smallwood suggested that particular attention be given to Sections 6 and 7 when reviewing the report.

CDBG Water Line and USDA Sidewalk Replacement Update

Workers have been shooting bores on Avenue D; isolating directional bores for the water line services on Avenue C and an underground crew will be on site tomorrow. Stormwater work will begin in a few weeks and the sidewalks will be addressed after that.

Code Enforcement

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

Police Department – Chief Barnes

The Port St. Joe Police Department will be applying for a \$1,000 grant to purchase batteries and chargers for Tasers.

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

The *Annual Report* has been provided to Commissioners, advertised on the website and public notice given.

Resolution 2014-03 Jetty Park Grant

A Motion was made by Commissioner Thursbay, second by Commissioner Patterson, to approve Resolution 2014-03 to apply for a grant to make improvements to the low docks at Jetty Park. All in Favor; Motion carried 5-0.

Ms. Alsobrook offered to write a synopsis on how the funding for the PSJRA is obtained and the requirements for spending those funds.

The next meeting of the PSJRA Board of Directors will be on March 21, 2014, at 10:00 A.M. The meeting will be advertised by the City to allow Commissioners to attend.

Commissioner Thursbay stated that he wanted to make it clear that it was not his intent to fire Ms. Alsobrook nor did he have an agenda to do that.

City Clerk – Charlotte Pierce

Mrs. Pierce did not have anything to discuss.

Citizens to be Heard

Dr. Tim Nelson noted that it is important to know more about how the TIF (Tax Increment Financing) money is obtained for the PSJRA and the allowable expenditures and asked if this information could be shared so citizens would be better advised about the issue.

James Cooley stated that he did not want to see anyone loose a job and felt better information about the PSJRA would be helpful. He also noted that the Buck Griffin Lake needed some maintenance as the water fountains and spigots are not working and there are several boards in the walk over the lake that are in need of repair. He suggested that an inspector be hired to check for needed repairs. Mr. Cooley also noted drainage problems on Bellamy Circle and an ongoing problem with the water.

Mayor Magidson thanked Mr. Cooley for sharing the information, asked that other citizens make the City aware of any City property in need of repair and encouraged people to come to the Commission meetings.

Commissioner McCroan shared that numerous citizens feel pushed to the side concerning their thoughts and ideas and asked that an effort be made to include everyone.

Ann White expressed her appreciation to the Commission for their help through the years and encouraged people to attend meetings when they have a concern. She noted that in the past, when she would bring something to the attention of the Commission, it was resolved.

Chuck Livingood shared that he was a new resident to town, was impressed with the cleanliness of the City and thank the Commission for all that is being done. He encouraged everyone to "Keep on keeping on."

Discussion Items by Commissioners

Commissioner Buzzett expressed his appreciation to Staff for all the help with the Lions Club's Sportsman's Banquet last week. He noted that funds raised at the banquet are used throughout the community.

Commissioner McCroan did not have anything to discuss.

Commissioner Patterson stated he has received calls concerning the lack of light on the walking path and would like to know what can be done to add more lighting. Staff will research the contract and bond to see what options might be available.

He also asked about the feasibility of purchasing a mulching machine as opposed to paying tipping fees at the landfill. John Grantland shared that this had been researched several years ago and it was not feasible at that time.

Commissioner Thursbay stated that he wanted to apologize to Mayor Magidson and Commissioner Buzzett for any snarled comments that he made during the earlier meeting this month. He said that he would continue to bring issues to the Commission, there will be differences of opinions but he is working on controlling his emotions.

The Red Light at the Intersection of Highways 71 and 98 continues to be a problem and the Commissioner asked that it be rechecked. Mr. Grantland will follow up on this as repairs have been made to this area several months ago.

Mayor Magidson expressed his appreciation to the attendees of the Sportsman's Banquet because this translates to dollars to be used in the community.

A Motion was made by Commissioner Thursbay, second by Commissioner Patterson, to adjourn the Meeting at 8:09 P.M.

Approved this _____ day of _____ 2014.

Mel C. Magidson, Jr., Mayor

Date

Charlotte M. Pierce, City Clerk

Date

ORDINANCE NO. 499

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 PLAN BY THE ADDITION OF THE ECONOMIC DEVELOPMENT ELEMENT ATTACHED HERETO AS EXHIBIT "A"; 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, 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 December 10, 2013 and December 17, 2013 for the adoption of the economic development element to the City of Port St. Joe Comprehensive Plan; and

WHEREAS, on December 17, 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 economic development element attached hereto as Exhibit "A" 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 economic development element attached hereto as Exhibit "A" 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:

CITY OF PORT ST JOE

Economic Development Element

GOAL 1: Create and retain jobs while maintaining and improving the quality of life in the community.

OBJECTIVE 1.1: Expand economic base by promoting a diversified economy that takes full advantage of the City's strategic location, natural resources, public facilities and infrastructure.

Policy 1.1.1: The City ~~will~~may designate an Economic Development Representative/Agency to serve as the lead agency for implementing this Element and the coordination of City economic development activities and initiatives.

Policy 1.1.2: Develop a complete list of assets of the community, including "shovel ready" sites for development and existing vacancies of suitable commercial/industrial properties.

Policy 1.1.3: Enhance the City's website presence to include the following:

- complete list of assets of the community
- an invitation an incentives to attract new businesses,
- clear description of local incentives such as State Enterprise Zone, Ad Valorem Tax Abatement, Expedited Permitting and perhaps a certified industrial and/or commercial site,
- and links to websites of local, regional and economic development organizations.

Policy 1.1.4: Educate elected officials and community leaders on what is needed to promote healthy economic development; help them to understand the role they can play in promoting the community as a business location and motivate them to give economic development issues the highest possible priority.

Policy 1.1.5: Conduct an annual Economic Development Summit in the City with local and regional business leaders and elected officials to seek their ideas and get the community involved in the economic development process and focused on the goal to create and retain jobs.

Policy 1.1.6: Seek designation as a pilot community in the new Competitive Florida Partnership program developed by the Department of Economic Opportunity.

Policy 1.1.7: Work with Duke Energy Business Development Team to market "shovel ready" sites to business prospects.

Policy 1.1.8: Explore and seek opportunities with the Rural and Economic Development Initiative (REDI) and the USDA Rural Development Economic Development Initiatives.

Policy 1.1.9: Coordinate with the Florida Chamber of Commerce to explore funding and technical assistance opportunities for economic development in the City.

Policy 1.1.10: Work with the Florida Chamber or the Apalachee Regional Planning Council to become a participating 'Six Pillars' Community.

Policy 1.1.11: Coordinate with the Apalachee Regional Planning Council on its updates to the Apalachee Region Comprehensive Economic Development Strategy, (CEDS).

Policy 1.1.12: Maintain working partner relationship with the Joe Company in its efforts to develop its holdings along the freshwater canal.

Policy 1.1.13: Coordinate with Florida's Great Northwest Inc, to market the City and the Port of Port St Joe as part of the region as a globally competitive location for business and to work with regional partners to recruit new jobs and investment through Northwest Florida.

OBJECTIVE 1.2: Improve transportation network facilities in order to attract new businesses, create new jobs and increase tax base.

Policy 1.2.1: Support the Port Authority's efforts to obtain funds for dredging of the Ship Channel through continued coordination with Florida Department of Transportation (FDOT), the Governor's office and Legislative delegation.

Policy 1.2.2: Support the Port Authority's efforts to maintain the Port designation as an "emerging Strategic Intermodal System (SIS)" by FDOT which provides a link to federal and state funding for the Port.

Policy 1.2.3: Continue to support the efforts of the Port Authority and the Gulf County Economic Development Alliance (EDA) to market the port as a location for bulk, container or vehicle shipments to and from the region.

Policy 1.2.4: Continue to pursue FDOT's release of grant funds to restore rail service to the City of Port St Joe to serve the Port facilities and promote general economic development in the community.

Policy 1.2.5: Continue to coordinate with FDOT and the Northwest Florida Transportation Corridor Authority (NWFTCA) to ensure alignment of the Gulf Coast Parkway provides the most direct route from the City to I-10.

Policy 1.2.6: Explore and pursue opportunities with FDOT to strengthen the transportation system and grow the economy utilizing Moving Ahead for Progress in the 21st Century Act (MAP-21) and other FDOT funding and support programs.

Policy 1.2.7: Continue to support the operation of the AN Railway as a regionally important Port to Rail component to link the port with the national rail system.

Policy 1.2.8: Participate in Sister City or Sister Port programs with developing ports in South and Central America.

OBJECTIVE 1.3: Provide quality education and responsive workforce training to support and attract new businesses.

Policy 1.3.1: Support the efforts to improve the quality of public education by ensuring schools are providing exceptional education at elementary, middle and high school levels, as well as Adult School Education programs.

Policy 1.3.2: Participate and support the coordination efforts between the economic development organizations, Gulf County Chamber of Commerce, Gulf Coast Workforce Board, Tourism Development Council, the Gulf Coast State College and School Board to respond quickly to demands for workforce training, improved skill levels and positive work ethic of the labor force.

Policy 1.3.3: Increase coordination with the Northwest Florida Manufacturers Council (NPMC) to promote development of a skilled manufacturing workforce in the region.

Policy 1.3.4: Develop and implement training programs that will complement economic diversification efforts.

Policy 1.3.5: Develop a strategy to provide vocational education programs and certificate training programs and strive to attract young students into such programs.

Policy 1.3.6: Explore opportunity to develop educational programs aimed to give students, young people and others the skills to start and effectively manage a business.

Policy 1.3.7: Develop strategy to attract and retain both college graduates and young professionals and foster entrepreneurship.

OBJECTIVE 1.4: Balance economic development while maintaining the quality of life that makes the City of Port St Joe a very unique place to live.

Policy 1.4.1: Promote Tourism as a key component of the City's economic base.

Policy 1.4.2: Conduct brand development exercise in the City to be aligned with Gulf County tourism.

Policy 1.4.3: Support the Gulf County Tourism Development Council's plans to promote tourism in the City and Gulf County and their yearly fiscal goals.

Policy 1.4.4: Protect coastal and environmental resources that support businesses and attract tourist throughout the year.

Policy 1.4.5: Explore opportunities to provide additional recreational access to St Joseph Bay.

Policy 1.4.6: Coordinate with the Small Vessel Initiative to provide tourist amenities such as the BayPark Conceptual Plan to promote the City as a Port of Call for boutique cruise lines and research vessels.

Policy 1.4.7: Maintain and enhance recreational facilities along the waterfront, including the City Pier, Port St Joe Marina, BayPark and the Shipyard Cove/Frank Pate Park as well as other small parcels acquired by the City for recreational purposes.

Policy 1.4.8: Support the Port St. Joe Marina which provides recreational access to St Joseph Bay and the Gulf of Mexico.

Policy 1.4.9: Seek public and/or private funding to develop the Field of Dreams Sports Complex in the City.

Policy 1.4.10: Encourage cooperative efforts between local realtors, hotel/motel owners and restaurants, Tourism Development Council and Chamber of Commerce to market Port St Joe as a Waterfronts Florida tourism destination.

OBJECTIVE 1.5: Improve coordination and communication among local, regional and state economic development organizations to foster a more collaborative business environment and promote the assets of the City as part of the larger Northwest Florida region.

Policy 1.5.1: Hold regular meetings and workshops with representatives from local, regional and state economic development organizations to share information, challenges and opportunities.

Policy 1.5.2: Foster a positive working relationship with Gulf County government to provide a united, business-friendly introduction to the region.

Policy 1.5.3: Explore "Supercouncil" approach to economic development.

Policy 1.5.4: Establish an ongoing communications program to regularly share information among local, regional and state economic development organizations to reinforce the key messages and include success stories, information about the port facilities, railway service, tourism related updates, and other news that impact economic development.

Policy 1.5.5: Identify key LinkedIn groups specific to regional and rural economic development in Northwest Florida and monitor those groups and the discussions posted there. Contribute to discussions as an additional vehicle for sharing the City's assets and opportunities for new businesses.

Policy 1.5.6: Use social media programs such as facebook and twitter to share information about progress on port redevelopment plans and tourism related activities.

Policy 1.5.7: Enhance relationships with Enterprise Florida, Inc. (EFI) project managers, Duke Energy economic development representatives and other key team members to ensure they are aware of the assets available in the community.

Policy 1.5.8: Work cooperatively with the Tourism Development Council, the Port St Joe Redevelopment Agency, the Port Authority to develop advertising program for the City of Port St Joe that creates a level of awareness of the redevelopment plans of the Port facilities, and promotes the City as a tourist destination.

Policy 1.5.9: Promote cooperation and communication among the Port of Port St Joe, the Port of Panama City and Port of Pensacola as significant assets of the Northwest Florida region.

Policy 1.5.10: Support the efforts of RiverWay South Apalachicola-Choctawhatchee to promote regional tourism within the Northwest Rural Areas of Critical Economic Concern (RACEC) counties.

Policy 1.5.11: Promote or encourage Port St Joe as a location for annual fishing, sports, or other tournaments or festivals that will results in weekend to weeklong visitation for participating families.

Policy 1.5.12: Support development of passive and active use facilities at Highland View beaches.

OBJECTIVE 1.6: Celebrate the history and culture of the region through educational and cultural venues to attract a new demographic of visitor and increase local jobs for local residents.

Policy 1.6.1: Renovate and create a sustainable rental/maintenance program for the Centennial Building.

Policy 1.6.2: Develop the BayPark area to house learning and experiential programs such as but not limited to museums focused on traditional navigation, city/constitutional history, history of the local fishing/pilot-boat industries, and bay ecology.

Policy 1.6.3: Provide incentives for ~~renovation of the Port Theatre~~ preservation of historical resources.

ORDINANCE 504

AN ORDINANCE OF THE CITY OF PORT ST. JOE, FLORIDA, AMENDING ARTICLE VI OF THE LAND DEVELOPMENT REGULATIONS OF THE CITY OF PORT ST. JOE; PROVIDING FOR REGULATION OF CERTAIN NON-CONFORMING SIGNS; PROVIDING FOR DEFINATION AND REGULATION OF ROOF SIGNS; PROVIDING FOR LOCATIONS; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

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

1. Article VI of the Land Development Regulations of the City of Port St. Joe, amended May 18, 2010 as Ordinance 448 is hereby amended as set forth in Exhibit "A" attached hereto.
2. REPEAL: All ordinances or parts of ordinances in conflict herewith are hereby repealed.
3. SEVERABILITY: If any section, subsection, sentence, clause or provision of this ordinance is held invalid, the remainder shall not be affected by such invalidity.
4. 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 _____, 2014

THE CITY OF PORT ST. JOE

By: _____
MEL C. MAGIDSON, JR.
MAYOR-COMMISSIONER

ATTEST:

CHARLOTTE PIERCE
CITY CLERK

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

Sec. 1.0.3. Definitions.

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Incidental (accessory) sign: An announcement or other display providing information about the occupancy or conduct of business permitted on a premises, such as logos of credit cards accepted on the premises, hours of operation, a "closed" or "open" sign, emergency contact person name and telephone number, street address, "help wanted", "no loitering or solicitations", security system notices, notices require by law, and similar information.

Projecting sign: A sign attached to and projecting from the wall of a building and not in the same plane as the wall, including canopy/awning signs and blade signs.

Roof sign: A sign that is mounted on, applied to, or otherwise structurally supported by the roof of a building; ~~or any building sign that extends above the top edge of the parapet or eaves of a flat or shed roof, ridge line of a gable, hip, or gambrel roof, or the deck line of a mansard roof.~~ A roof sign located in an industrial zone that does not extend above the tallest component of the roof shall not be subject to Section 6.0.3(8).

Window sign: A sign that is placed on or behind a window pane and intended to be viewed from outside the building.

Section 6.0.7 (2)

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- c. In the case of a multi-faced sign, the area of the sign shall be considered to include all faces visible from one direction. The area shall be considered to include all lettering, wording and accompanying designs or symbols together with any background of different color than the natural color of the building.

4. Computation of Height

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- a. The height of a sign shall be computed as the distance from the ground directly below the center of the sign or from the grade of the closest point in the traveled way of the road or street the sign is located along, whichever is higher, to the sign or sign structures highest point.

b. Signs that extend above the roof line shall maintain the scale and proportion of signs attached to adjacent buildings and shall not be substantially higher than any adjacent building sign.

6.0 Temporary Signs Allowed Without a Permit – Restrictions Apply

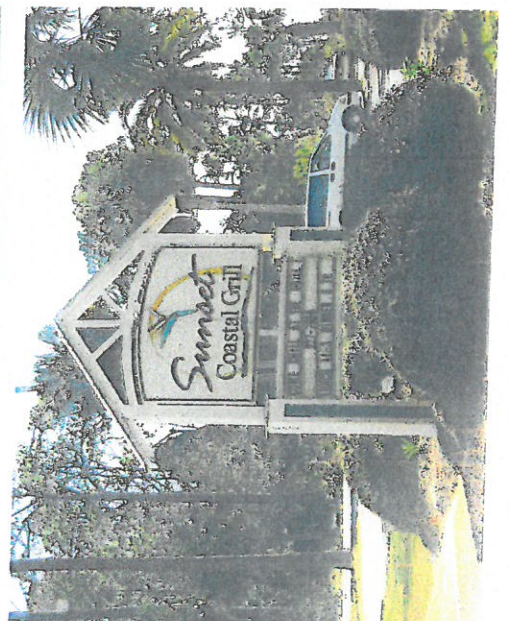
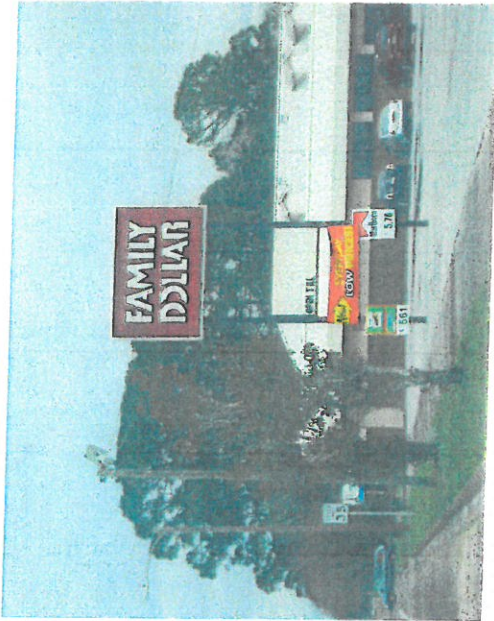
6.3 Commercial Signs

6.4.1 Freestanding Signs

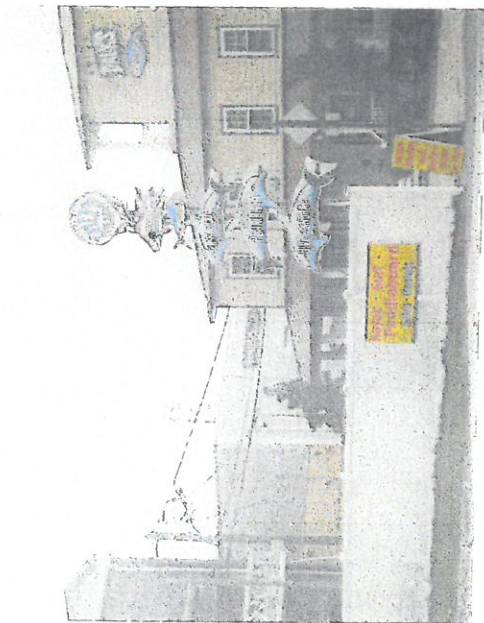
1. Principal freestanding signs shall be monument signs or pole signs.
2. Only One (1) principal freestanding sign is allowed per parcel.
3. Maximum size of thirty-two (32) SF of signable area visible from any one direction.
4. There shall be a minimum setback of ~~five-three~~ (53) feet between any right-of-way and the nearest edge of a freestanding sign along ~~State-City~~ right-of way, ~~and a minimum setback of three (3) feet along City right-of way~~ Setbacks along State rights of way shall be determined in accordance with Department of Transportation rules and regulations. Signs shall not interfere with any intersection sight triangle.
5. Maximum of fourteen (14) feet high, but in no case above the height of the principal building.
6. Commercial parcels with more than 20,000 square feet of retail and/or office space restricted to thirty (30) feet in height and twelve (12) feet in width.
7. All freestanding signs shall be installed in a landscaped area of not less than twenty five (25) square feet.
8. All freestanding signs shall include the address number of the property on which the sign is to be located

6.5 Phase-out of Existing Non-Conforming Signs

1. Existing signs deemed non-conforming to this ordinance on the date of its effective date shall be grandfathered and not required to conform with this ordinance and any amendments thereof (except requirements related to maintenance, public safety or the like, on or before June 17, 2014 or at ~~At~~ the time of re-installation or reconstruction of a sign, change of business ownership if the name of the business changes, change in principal nature of the business, or change of business name, without change of ownership any such grandfathered non-conforming sign shall be required to come into compliance, whichever is first.
2. Existing signs deemed non-conforming to this ordinance on the date of its effective date shall not be expanded or relocated within the City limits; but normal maintenance is required.
3. Subject to the following conditions, all existing signs made non-conforming by the passage of this ordinance or by any subsequent amendment, may be continued in operation and maintained during the period of five years of its effective date. Such signs shall not be:
 - a. Replaced with another nonconforming sign.
 - b. Enlarged, extended, constructed, reconstructed, moved or structurally altered except to bring the sign into conformance with all provisions of this ordinance.
 - c. Re-established after damage or destruction if such damage to the sign exceeds fifty percent of its total surface area. The extent of the damage shall be determined by the City of Port St. Joe or its designated agent.
 - d. It shall not be re-established after it has been removed or has been discontinued or abandoned.







ORDINANCE NO. 505

AN ORDINANCE OF THE CITY OF PORT ST. JOE, FLORIDA AMENDING ORDINANCE 198; ESTABLISHING THE CITY COMMISSION OF THE CITY OF PORT ST. JOE AS THE COMMISSIONERS OF THE PORT ST. JOE REDEVELOPMENT AGENCY; 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, as follows:

1. Sections 2, 3 and 4 of Ordinance 198 dealing with the appointment of individuals to serve as commissioners of the Port St. Joe Downtown Redevelopment Agency are hereby repealed.
2. The City Commission of the City of Port St. Joe is hereby designated as the Port St. Joe Redevelopment Agency.
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 at the time of adoption.

This Ordinance was adopted in open regular meeting after its second reading this _____ day of _____, 2014.

THE CITY OF PORT ST. JOE BOARD OF
CITY COMMISSIONERS

Mel Magidson, Jr., Mayor-Commissioner

Attest : _____
Charlotte M. Pierce
City Clerk

RISH, GIBSON & SCHOLZ, P.A.

ATTORNEYS AT LAW

WILLIAM J. RISH (1932-2008)
THOMAS S. GIBSON
S. RUSSELL SCHOLZ

THOMAS S. GIBSON

TELEPHONE ♦ (850) 229-8211
FACSIMILE ♦ (850) 227-1619
E-MAIL ♦ tgibson@psjlaw.com

116 SAILOR'S COVE DRIVE
PORT ST. JOE, FLORIDA 32456

MAIL TO:
POST OFFICE BOX 39
PORT ST. JOE, FLORIDA 32457

March 24, 2014

Internal Revenue Service
Advisory Group
400 West Bay Street Stop 5710
Jacksonville, FL 32202

Re: Gulf Pines Hospital

Dear Sir or Madam:

I represent the City of Port St. Joe, Florida in its effort to eliminate some federal tax liens on real property owned by the City. I have attached an application for Certificate of Discharge of the property from the federal tax lien, along with supporting documentation.

I would appreciate it if you could review this information and let me know if you have any questions or if there is additional information which I need to provide. I appreciate your cooperation in this matter and look forward to speaking with you at your convenience.

Sincerely,

Thomas S. Gibson

TSG/pwr

Enclosures: as stated

RESOLUTION NO 2014-02

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PORT ST. JOE ADOPTING A SCHEDULE OF FEES, CHARGES AND EXPENSES RELATED TO PROGRAMS AND FACILITIES PROVIDED BY THE CITY OF PORT ST. JOE, PROVIDING FOR REPEAL OF ANY RESOLUTION IN CONFLICT HERewith, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Port St. Joe, Florida provides numerous facilities and programs for the benefit of the public; and

WHEREAS, these programs and facilities require considerable expenditure of public funds; and

WHEREAS, it is appropriate for the actual users of these facilities and programs to bear a portion of the costs thereof; and

WHEREAS, it is in the best interest of the City Commission and the people of the City of Port St. Joe to adopt a schedule of fees, charges and expenses;

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Port St. Joe, Florida as follows:

1. The City Commission hereby adopts the schedule of fees, charges and expenses attached hereto as Exhibit "A" for programs and facilities described therein.
2. Resolutions or other schedule of fees, charges and expenses of any kind associated with City programs and facilities adopted prior to the date hereof is repealed.
3. This Resolution is effective immediately upon passing.

THIS RESOLUTION ADOPTED this ____ day of March, 2014.

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

BY: _____
Mel Magidson, Jr., Mayor-Commissioner

Attest: _____
Charlotte M. Pierce, Auditor/Clerk

Exhibit A: Recreation Programs and Facility Fee Schedule Updated 3/18/2014

CITY OF PORT ST JOE

RECREATION USER FEES

Program Location/Area	Activity	User Fee 3/18/2014
<u>Facility Fees:</u>		
Public Building Rental (Commercial) Rental time from 12:00 noon day before to 12:00 noon day after event.	Facility Rental (Individuals, Corporations or Businesses)	\$300.00 Security Deposit and \$700.00 (+ tax) per day user fee, Seasonal \$50 (+ tax) per day utility fee, May-September
Public Building Rental (Non-Commercial) Rental time from 12:00 noon day before to 12:00 noon day after event.	Facility Rental (Individuals and Groups)	\$300.00 Security Deposit and \$400.00 (+ tax) per day user fee, Seasonal \$50 (+ tax) per day utility fee, May-September
Public Building Rental (Civic/Non Profit) Rental time from 12:00 noon day before to 12:00 noon day after event.	Facility Rental	\$100.00 (+ tax) per day user fee, Seasonal \$50 (+ tax) per day utility fee, May-September
STAC House Building Rental (Non-Commercial)	Facility Rental (Birthday Parties)	\$100.00 per 3hr session,
Event Park Rental	Park Rental	\$1,000 per event,
Pavilion Rental	Pavilion Rental	No Fee-First Come-First Serve
Frank Pate Park	Boat Trailer Parking Fee	City Resident- No Fee County Resident- \$5 per Day Season Pass \$25 Out of County- \$10 per Day Season Pass \$50
<u>Administrative Fees:</u>		
Code Enforcement	Special Pick Up Admin. Fee	\$25.00 per pick up,
Administrative	Lien Search Fee	\$25.00 per search,
Waste Water (In City)	Dumping Fee	\$50.00 per 1,000 gallons, truck capacity
Waste Water (Out of City)	Dumping Fee	\$65.00 per 1,000 gallons, truck capacity

Annual Boat Trailer Parking Permit

[Boat trailer parking permit](#) assist in operating and maintaining the boat launch.

Boat Ramp Pay Stations: daily parking fee \$10.00 with trailer,


Daily parking permits are available on site and accept cash, coins and checks. Annual permits are available.

Problems with the pay station?

Call City of Port St Joe 850-229-8261 during business **hours, Monday-Friday, 8 a.m. to 5 p.m., after hours call 850-227-8152.**

Annual Boat Trailer Parking Permits:

Annual parking passes are currently available for sale at the City of Port St Joe City Hall, 305 Cecil G Costin Sr. Blvd, Port St Joe, FL 32456. Annual permits are available at Blue Water Outriggers, Daly Dock and Dive and The Marina. Additionally, **annual passes are available by mail** and registration forms are available online. **Annual parking passes are free for City. Permit must be properly displayed.**

- [Boat Trailer Parking Permit Application](#) 
- **COST:**
 - **City Residents Annual Pass:** No Charge, must provide a photocopy of your valid Florida Driver's License.
 - **County Residents Annual Pass:** \$25.00 (\$23.36 Fee + \$1.64 (7% State Sales Tax) must provide a photocopy of your valid Florida Driver's License.
 - **Out of County Residents Annual Pass:** \$50.00 (\$46.73 Fee + \$3.27 (7% State Sales Tax)
 - **County Daily Pass:** \$5.00 (\$4.67 Fee + \$.33 (7% State Sales Tax)
 - **Out of County Residents Daily Pass:** \$10.00 (\$9.35 Fee + \$.65 (7% State Sales Tax)
 - **Payment Methods:** Money Order, Cash, Check, Credit Card (MasterCard/Visa only) Please do not send CASH through the mail. ***Make check payable to: City of Port St Joe. If check is returned by your bank for non-payment you will be assessed a returned check fee of \$30, in addition to the annual permit fee.**
 - **Return by mail or in person to:** City of Port St Joe City Hall, 305 Cecil G Costin Sr. Blvd, Port St Joe, FL 32456. Main office hours of operation: Monday-Friday 8 AM – 5 PM - Closed Weekends and Holidays. Call 850-229-8261 for additional information.
- Permit must be properly displayed.
- [Frank Pate Park Boat Ramp](#)

Intersection of Hwy 98 and Hwy 71, Port St Joe, FL 32456

Open 24 Hours - saltwater - restroom facilities available



There will be some restrictions on the use of the ramp parking lots on the Independence Day holiday. The details of these restrictions will be publicized at a later date

- Children under age 14 years of age will not be allowed to launch a craft without written permission from a parent or legal guardian.
- Alcohol is not allowed in any City of Port St Joe parks.
- Craft returning to shore maintain the right-of-way over craft casting off from shore.
- Fish cleaning is not permitted at the launch facility.

Daily Parking Fee collection process:

Iron Ranger Collection box with envelope carrier: collection box, signage and envelopes,
Iron Ranger Procedure:

Remove fee envelope from box and fill out completely.
Place fee in envelope and detach daily parking permit.
Seal envelope and deposit in slot.
Display completed parking permit on vehicle dash board.

1. located at boat launch on right near walking trail, Signage displayed behind box with instructions and rules,
2. Additional signage placed on both sides of the entrance road near bathrooms, directing boater to pull over to pay daily parking fee and to prepare boats for launch.
3. Designated side of the road as staging area for launch preparation and daily fee payment.
4. Designate Annual permit staging area?? Annual permit moving ahead of
5. Daily parking fees collected daily Mon. thru Friday at noon by City hall, weekends and holiday's collection by police department or on call, track daily permits sold log sheet, check permits sold and permits in distribution box for theft and restocking.
6. Enforcement by Police Dept or code enforcement?? Implementation of enforcement, warning, second offence ticket???
7. City employee on duty first Saturday and Sunday for first month of implementation to help inform and sell annual and daily permits, Staff boat ramp on holiday weekends,
8. Set up separate bank account for funds,

Cost-Revenue estimates: initial installation, ongoing costs, vs. income,

Iron Ranger:	\$687.00
Envelope Box:	\$ 82.00
Envelopes:	\$ 44.50 per 500
Installation:	\$250.00
Freight:	\$250.00
Signage:	\$750.00
Annual permit costs:	\$100.00
Set Up costs:	\$2,208.00

Staff Salaries:	\$ 60.00 per day 4hrs, 8am till noon??
Admin Costs:	\$ 20.00 1hr per day, collection, sales, enforcement
Admin Cost off season:	\$ 10.00 1/2hr per day collect, sales, enforcement

Estimated Income:

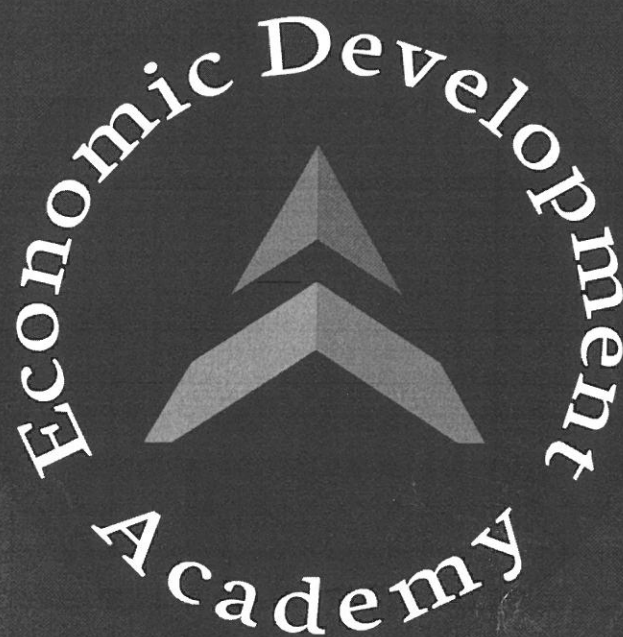
Daily permit Sales:

\$10.00	50 units	\$ 500.00 per week June-Sept
\$10.00	10 units	\$ 100.00 per week Oct-May

Annual Permit sales:

\$100.00	25 units	\$2,500.00 annual sales
June-Sept		\$8,000.00 16 week 50 units per
Oct-May		\$3,200.00 32 week 10 units per
Total Annual Revenue		\$13,700.00

Staff Salaries:	\$1,920.00 32 days, 128 hours at \$15.00 hr
Admin Costs in season:	\$2,600.00 26 weeks, 130 hours at \$20.00 hr
Admin Cost off season:	\$1,300.00 26 weeks, 65 hours at \$20.00 hr
Annual Supplies:	\$ 200.00 envelopes and permits
Total Annual Costs:	\$6,020.00
Total Annual Income:	\$7,680.00
Less set up costs:	\$2,208.00
Annual Income:	\$5,472.00



May 2014
Palatka, FL



NORTH FLORIDA
ECONOMIC DEVELOPMENT PARTNERSHIP



the John Scott Dailey
FLORIDA
INSTITUTE OF
GOVERNMENT



NORTH FLORIDA
ECONOMIC DEVELOPMENT ACADEMY

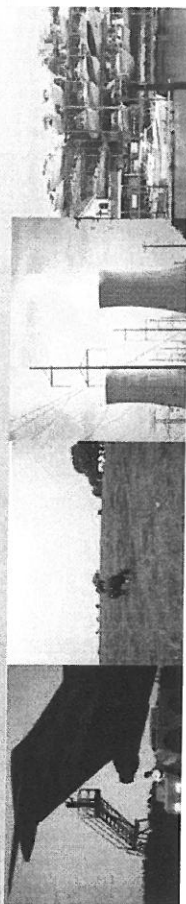


The North Florida Economic Development Academy (EDA) is a comprehensive, four (4) day program designed to provide a basic understanding of the concepts and methods of Economic Development, and to help local communities build stronger community sales teams who are better able to recognize, prepare for, and respond to opportunities. Participants will walk away with an understanding of the rules and roles that guide the development process, ethical considerations, and critical best practices.

The EDA adds valuable information to the Developer's Toolkit as it helps volunteers build on existing skills to enable a more critical approach to problem solving, project development, community development, and team building — all necessary components for sustainable, vibrant communities. The EDA, recognizing that there is no one-size-fits-all approach to economic development, offers sound development principles, encourages team building, and offers helpful ideas on how to prepare, so when opportunity arrives, you are ready.

SCHOLARSHIPS AVAILABLE!

For NFEDP member communities, a limited number of scholarships are available for eligible participants. Eligible participants include Economic Development Officials/Representatives (EDOs), local elected and appointed government officials, NFEDP Board Members, and some regional business leaders, corporate partners, and public agency partners. Scholarships may cover all or part of registration fees, lodging, mileage/rental car, and per diem meal expenses at the State reimbursement rates. Scholarships are limited, so please apply early! Scholarships are made available through the NFEDP's Regional Rural Development Grant provided by the Florida Department of Economic Opportunity and the generous investments from our Corporate and Public Agency partners! For scholarship information contact Debby Smallwood at dsmallwood@jog.fsu.edu.

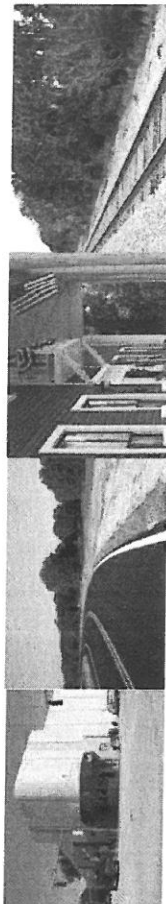


Session 1 - Overview (May 1, 2014)

Session one looks at the big picture or a 50,000-foot view of the world of economic development. Topics explored include: 1) What is economic development and 2) Why is it important.

Session 2 - Feet on the Ground (May 2, 2014)

Session two focuses on the nuts and bolts of small business development, the role of product, transportation, and workforce, and practicing responsible incentives. Players and their important roles are also explored as another, often overlooked, critical component.



Session 3 - Digging In (May 15, 2014)

Session three discusses the differences and processes involved in business retention and expansion (BRE), business attraction, and site selection to show how each affects the local community. Competition, risks, profits, politics, and deadlines work against unprepared communities. Simple exercises provide opportunities to discuss potential situations and possible outcomes — are you ready to respond to your prospect's needs?

Session 4 - Bringing it all Together (May 16, 2014)

Session four shares best practices in economic development and how to best present your community. Group work provides the opportunity to practice communication skills and prospect presentations through a submitted Request for Proposal. Session four puts into practice everything covered in the program.



Crystal Cove Hotel and Marina Palatka, Florida

Registration Fee: \$285
May 1-2 and May 15-16, 2014

Registration is limited to thirty participants. Priority will be given to economic development professionals and elected officials. For additional information regarding the Economic Development Academy or the registration process, please contact Debby Smallwood (ds-mallwood@iog.fsu.edu) at 850-487-1870.

To register, please fill out the information below and submit it by email (cshell@iog.fsu.edu), or fax (850-487-0041). Registration is also available online: ww.iof.fsu.edu/events.

Please submit payment by check or credit card. Please make checks payable to the NFEDP and mail to: NFEDP/3200 Commonwealth Blvd, Suite 7/Tallahassee, FL 32303
To pay by credit card, please call Natalie Reeder at 850-487-1870.

REGISTER TODAY: Registration Deadline is Tuesday, April 22, 2014

Name/Title: _____

Affiliation: _____

Address: _____

City/ST/Zip: _____

Telephone: _____

Email: _____



March 20, 2014

To Whom It May Concern:

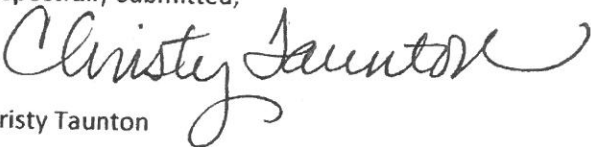
We respectfully request that the fee to reserve the Centennial Building on November 15, 2014 be waived. The event is a fundraiser benefitting the American Cancer Society through our local Relay For Life.

We previously held this event out at Windmark as they were able to provide the facility at no charge. We would desperately like to move this to downtown and having the fee waived would help facilitate this desire.

Please show your support of this great cause by granting our request to have the fee waived for this event.

I can be reached at 850-774-2206 if further information is needed. Thank you in advance for your consideration of our request.

Respectfully submitted,


Christy Taunton

Event Co-Chair

AGREEMENT FOR TEMPORARY USE OF CENTENNIAL BUILDING
CITY OF PORT ST. JOE, FLORIDA

NAME OF INDIVIDUAL OR ORGANIZATION ENTERING AGREEMENT (HEREIN KNOWN AS USER:)

Christy Taunton for Relay For Life

ADDRESS: 10777 CR 30A

Port St Joe

FL

32456

CITY

STATE

ZIP

TELEPHONE 850-774-2206 DATE(S) REQUESTED 11/15/14

TYPE OF ACTIVITY Vendor Bender For Hope -

See attached flyer from previous event

In consideration of the mutual covenants and conditions contained herein, the Board of City Commissioners of the City of Port St. Joe, Florida, a municipal corporation (herein known as "City"), agrees to make available the Centennial Building to User on the date(s) set forth above.

All "Users" be advised that the Board of City Commission does not rent this facility to organizations for extended periods of time. Rentals are on a temporary basis only, and Users are urged to make other arrangements as soon as possible.

1. The City shall:

- A. Furnish light, heat, and water by means of appliances installed for ordinary purposes, but for no other purposes. Interruptions, delays, or failure to furnish any of the same, caused by anything beyond the control of the City Commissioners, shall not be charged to the City of Port St. Joe.
- B. Not be responsible for any damage, accidents, or injury that may happen to the User or his agents, servants, employees, spectators, or any and all other participants and/or property from any cause whatsoever, arising out of or resulting from the above described activity during the period covered by this agreement.
- C. Reserve the right, in the exercise of its discretion, to rescind and cancel this agreement at any time when the purpose or purposes for which the premises herein described are being used and intended to be used, shall be obnoxious or inimical to the best interest of the City; anything herein contained notwithstanding.
- D. The activities of the City have first priority and the City reserves the right to alter this schedule by notifying the renting party 48 hours prior to a scheduled event.

2. The User shall:

- A. Take the premises as they are found at the time of occupying by the User.
- B. Remove from the premises within twenty-four (24) hours following the conclusion of the contracted activity all equipment and material owned by the User. The City assumes no liability for the User's equipment and material.
- C. Not re-assign this agreement or sublet the premises or any part thereof or use said premises or any part thereof for any purpose other than that herein specified, without written consent of the City.
- D. Indemnify the City and hold it harmless from any liability, including court costs and attorney's fees which result from any of the activities which occur on the property during the term of this Agreement.

3. **Payment of Charges:**

- A. All payments must be made by check or money order payable to the City of Port St. Joe.
- B. All payments will be delivered to the City as of the date of the execution of this Agreement.
- D. Attached hereto as Exhibit "A" is the fee schedule for use of these City facilities.

4. **The Following Regulations shall be followed:**

- A. Activities will not be permitted between 12:00 a.m. (midnight) and 6:00 a.m. without prior permission from the Commission.
- B. The City equipment will not be taken from the premises under any conditions and in the event any equipment is found missing, User is responsible for its replacement cost.

5. **Deposit Guidelines**

- Deposits will be cashed immediately and a refund check will be issued once the following items have been addressed after the rental date(s).
 - 1. All lights were turned off after the event
 - 2. All AC/Heating units were turned off after the event
 - 3. All trash and decorations have been removed after the event
 - 4. The premises have been secured after the event
 - 5. No damage to the property

6. **Acknowledgment:**

- A. This agreement will not be binding upon the City until occupied and approved by the City Commissioners.
- B. It is understood that the City, as used herein, shall include the employees, administrators, agents, and City Commissioners.

- C. I (person requesting permit) Christy Taunton, a citizen of the State of Florida and of the United States of America, do hereby solemnly swear or affirm that I am not a member of an organization or party which believes in or teaches, directly or indirectly, the overthrow of the Government of the United States or of Florida by force or violence. Furthermore, the organization that I represent subscribes to the above statements of loyalty.

FOR CITY OF PORT ST. JOE:

Recreation Director
Date: _____

FOR USER:

CB Taunton

Signature
Organizer/Volunteer

Title
Relay For Life

Organization
3/20/14

Date

Winter Vendor Bender

for Hope



We gathered together a wonderful selection of unique vendors ready to help you with your Christmas gift list.

Be entered in our Raffle for the chance to win 1 of over 25 gift baskets to be given away that day at the event.

Door will open at 10 am Sunday, Dec. 8th at Village Center, Windmark Beach
\$3 admission - 100% of the proceeds from the door go to Relay for Life
Raffle drawings will begin @ 3 pm. You do not need to be present to win.

We have several vendors offering beautiful handmade items along with some of your favorite Direct Selling Companies.

Some of our Vendors:

Usborne Books ~ Tastefully Simple ~ Sentsy ~ Designs By Dorann
Jewelry By 2 B's ~ Pampered Chef ~ Mary Kay ~ Jewel Kade ~ Tupperware
Gold Canyon ~ Premier Design ~ Nerium ~ Vault Jeans ~ Designs By Drew
Origami Owl ~ Princess House ~ Passion ~ DoTerra ~ Pink Zebra ~ Avocare
Thirty-One ~ Beauty Control ~ Avon ~ Celebrating Home
Along with several Crafts and Home Made vendors.

More vendors being added daily.

Come support Relay for Life... as we continue to make sure that "No One Fights Alone!"

For more information contact:
Kim Kurnitsky ~ 850.227.4093
Connie Lamberson ~ 850.899.7791
Christy Taunton ~ 850.774.2206

Hope



GRANT AGREEMENT

BETWEEN

THE NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

AND

THE CITY OF PORT ST. JOE

FOR

CHIPOLA RIVER PUMP NUMBER TWO REHABILITATION

NWFWMD CONTRACT NUMBER 14-053

WITNESSETH:

WHEREAS, the CITY OF PORT ST. JOE, a Florida Municipal Corporation (hereinafter referred to as the GRANTEE) located in Gulf County, Florida, has identified a need to and add a new diesel electric generator and rehabilitate the Chipola River Number Two supply pump; and

WHEREAS, the NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT, a public entity created by Chapter 373, Florida Statutes (hereinafter referred to as the DISTRICT) is authorized to assist local governments and utilities with water supply development, in accordance with section 373.705, Florida Statutes (F.S.); and

WHEREAS, the GRANTEE, by completing this project, will provide a reliable public water supply to the community, enhancing quality of life for community residents; and

NOW, THEREFORE, in consideration of services to be performed for the public benefit hereunder, the DISTRICT and GRANTEE agree as follows:

1. The DISTRICT agrees:
 - A. To provide funding not to exceed one hundred ninety-five thousand dollars (\$195,000) or the final cost to complete the project, whichever is less, for approved expenses in support of the Chipola River Pump Number Two Rehabilitation project, as described in the Scope of Work (ATTACHMENT 1).
 - B. To provide payment of funds indicated in Paragraph 1.A. on a reimbursement basis for work satisfactorily completed within 30 days of receipt of approved invoices from the GRANTEE. Invoices may be submitted no more frequently than monthly. All invoices must be submitted with supporting documentation and with sufficient detail for the proper pre-audit and post-audit thereof.

2. The GRANTEE agrees:
 - A. To administer the consultant contracts.
 - B. To obtain all necessary permits for project construction and operation.
 - C. To invoice the DISTRICT for work satisfactorily completed in support of the Chipola River Pump Number Two Rehabilitation project, as described in the Scope of Work (ATTACHMENT 1). Invoices may be submitted no more frequently than monthly and must be submitted with supporting documentation and with sufficient detail for the proper pre-audit and post-audit thereof. Supporting documentation shall reflect actual out-of-pocket expenses.
 - D. To provide to the DISTRICT all deliverables specified in the Scope of Work (ATTACHMENT 1). Deliverables will be provided to District staff during project implementation.
 - E. To provide all necessary services associated with facility design, permitting, and construction, including surveying, contract management, land acquisition, legal services, right-of-way acquisition, zoning, replatting, comprehensive plan amendment, code variance, and other services, as necessary.
 - F. To use funds obtained from the DISTRICT pursuant to this AGREEMENT solely for the purposes of the Chipola River Pump Number Two Rehabilitation Project, as described in the Scope of Work (ATTACHMENT 1).
 - G. To comply with all applicable federal, state and local rules and regulations in providing services under this AGREEMENT. The GRANTEE acknowledges that this requirement includes compliance with all applicable federal, state, and local health and safety rules and regulations.
 - H. To maintain books, records, and documents directly pertinent to performance under this AGREEMENT in accordance with generally accepted accounting principles consistently applied. The DISTRICT, the State of Florida, or their authorized representatives shall have access to such records for auditing purposes during the term of this AGREEMENT and for three years following project completion.
3. It is mutually understood and agreed that:
 - A. This AGREEMENT shall remain in effect for a period of 18 months from the date of AGREEMENT execution, unless extended by mutual written consent.
 - B. The DISTRICT shall have no liability or responsibility to the GRANTEE, its contractors, any governmental entity, or the employees, agents, representatives, licensees, invitees, and guests of the GRANTEE and its contractors or any other person or entity associated with the project as a result of, or arising out of, the GRANTEE's use of DISTRICT funds.
 - C. This AGREEMENT may be terminated by either of the parties upon at least 30 days written notice.

- D. The DISTRICT may unilaterally cancel this AGREEMENT for refusal by the GRANTEE to allow access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the GRANTEE in conjunction with this AGREEMENT.
- E. This AGREEMENT is subject to the availability of funds anticipated at the time of execution. Should funding be discontinued or reduced, the AGREEMENT will be terminated or amended, as appropriate. In this event, the GRANTEE shall be compensated for work or services satisfactorily completed prior to termination or amendment of the AGREEMENT.
- F. This AGREEMENT constitutes the entire agreement between the DISTRICT and the GRANTEE and may be amended or extended only in writing, signed by both the DISTRICT and the GRANTEE.
- G. The DISTRICT and the GRANTEE may, by written order designated to be an Amendment to this AGREEMENT, agree that additional work shall be undertaken within the general scope of this AGREEMENT.
- H. To the extent required by law, all contractors shall be required to secure and maintain such insurance as will protect it from claims under the Workers' Compensation Act and from claims for bodily injury, death, or property damage which may arise from the performance of its services under this AGREEMENT.
- I. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid or contract with a public entity for construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.
- J. An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity.
- K. As provided under Section 216.347, Florida Statutes, expenditure of DISTRICT grant funds for purposes of lobbying, including of the Legislature, judicial branch, or any state agency, is prohibited.

- L. Notices provided for in this AGREEMENT shall be delivered to the GRANTEE by delivery to the GRANTEE's Project Manager and to the DISTRICT by delivery to the DISTRICT Project Manager. The Project Managers are:

CITY OF PORT ST. JOE

Jim Anderson
City Manager
305 Cecil G. Costin Sr. Blvd.
Port St. Joe, FL 32456
(850) 229-8261x113
janderson@psj.fl.gov


**NORTHWEST FLORIDA WATER
MANAGEMENT DISTRICT**

Paul Thorpe
Resource Planning Section Director
81 Water Management Drive
Havana, Florida 32399-3700
(850) 539-5999
Paul.Thorpe@nwfwmd.state.fl.us

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT the day and year last below written.

**NORTHWEST FLORIDA WATER
MANAGEMENT DISTRICT**

CITY OF PORT ST. JOE

By: 
Jonathan P. Steverson, Executive
Director

By: _____
Jim Anderson, City Manager

Date: 3/20/14

Date: _____

GRANT AGREEMENT BETWEEN THE NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AND
THE CITY OF PORT ST. JOE

CHIPOLA RIVER PUMP NUMBER TWO REHABILITATION

ATTACHMENT 1 – SCOPE OF WORK

Background and Project Description

The Chipola River Pump Station is the withdrawal point that delivers fresh water to the City of Port St. Joe's fresh water canal. This canal is the source water for the City's water treatment facility which provides drinking water for the community. There are two main pumps in this station installed in 1952 with a capacity of 13,500 gallons per minute each. Given the age and condition of the major components, upgrades and repairs of the pump station equipment have proven necessary. Upgrade and reconditioning of one of the two main pumps has been completed. However, it is strongly recommended that both pumps be equally rehabilitated for complete redundancy of equipment. Therefore, a new diesel engine must be procured and installed on the #2 pump and it must be reconditioned. This work will ensure reliability and backup capability of the station.

This project will consist of adding a new diesel electric generator and rehabilitating the Chipola River #2 supply pump. The #1 pump station pump was rehabilitated last year and this project will result in the rehabilitation and re-powering of the 61-year-old #2 pump thereby increasing the overall reliability of the station that supplies raw water to the City's water treatment plant. Therefore, this project will provide a reliable public water supply to the community, thereby greatly improving safety and quality of life for community residents.

Anticipated Schedule

The anticipated schedule is as follows:

Task	Anticipated Completion Date
Advertising and Bidding	June 2014
Initial Inspection and Evaluation	August 2014
Equipment Lead Time	February 2015
Installation and Start-up	May 2015
Final Deliverables Provided	June 2015

Anticipated Project Cost and Funding

The total cost of the Chipola River Pump #2 Rehabilitation is estimated at \$195,000. Grant funding through this AGREEMENT is available for costs to complete the project, including construction, design, surveying, engineering oversight, and administrative fees directly associated with and required for project completion.

Deliverables

1. The GRANTEE shall complete the project as described above.
2. With each invoice the GRANTEE shall provide the following:
 - a. Description of activities completed during the invoice period;
 - b. Expense backup documentation, in sufficient detail for proper pre-audit and post-audit. Documentation shall include copies of executed checks or other payment instruments.
3. The GRANTEE shall provide semiannual progress reports, due June 30 and December 31 of each year until the project is complete, to include the following:
 - a. Description of facility construction to date;
 - b. Photographic record of project activities and progress to date;
 - c. Work plan and schedule for project completion. Note any changes to anticipated schedule outlined above; and
 - d. Summary of construction and total project costs to date, itemized by major component.
4. The GRANTEE shall provide a Final Project Summary Report upon completion of the project, to include the following:
 - a. Project Summary Statement outlining accomplishments, problems encountered solutions, and future recommendations.
 - b. Detailed description of the objectives and outcomes achieved, to include estimates of the population served.
 - c. Documentation of project costs, including grant funding and any funding from other sources.

Specified deliverables must be provided in electronic format unless otherwise approved.

Code Enforcement 2014 Activity
As of 3/27/14

	Open	Closed	Total	Increase Since 3/13/2014
Unlawful Accumulation	8		8	2
Substandard Structure	1		1	
Abandoned Vechicle	3	3	6	
Unlawful Sewer				
Land regulation Violation	4	3	7	1
Business Lic. Violation		1	1	
Special Master Hearings				
Building Demolition	1		1	
Waste Violation	9	28	37	1
Sign Violation	18	28	46	3

Total	44	Total	63	Total	107	Total	7



MEMORANDUM

To: Jim Anderson and Charlotte Pierce
From: Gail Alsobrook, Executive Director
Date: March 27, 2014
Subject: City Commission April 1 Meeting Agenda

Please include the following in the agenda packet:

1. The board wishes the City Commission to confirm appointment of two provisional directors: Darius Chambers and Kaye Haddock. Their terms will begin October 1, 2014.
2. MLK Sidewalk Grant: First quarterly report is due soon.
3. FDOT Phase IV Landscaping: The board allotted up to \$1000 to replace pine straw and clean up damage caused by the recent storm.
4. Lighthouse Relocation Documentary: The quarterly report is due soon, and an extension has been requested for the grant deadline.
5. Salt Air Market: Grant has been submitted and remains pending.
6. USDA-RBEG: The grant application has been submitted for construction of the Open-Air Discovery Center at the Billy Joe Rish deck. Required resolutions are requested for approval by the Commission at this meeting.
7. Florida Boating Improvement Program: The grant will be submitted tomorrow for improvements at the Low Dock.
8. The following have been awarded Façade Grants:
 - a. 408 Reid – Project complete and reimbursement of \$5000 approved.
 - b. 411 Reid – Application accepted for new windows; award \$5000.
 - c. The Gifted Gourmet – Application accepted for signage; award \$661.50.
 - d. Port Cottages – Application accepted for signage; award \$2790.
9. The board voted to reimburse the city the full (and increased) amount for the Langston Drive lights.
10. The board approved the \$25,000 contract with Littlejohn Engineering to provide design/charrette/public meeting/construction plan services for the Open-Air Discovery Center.
11. The PSJRA will begin collaborative efforts with the Chamber and TDC to begin to plan for stage/electrical upgrades for the Scallop Festival.

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

MEETING MINUTES

February 20, 2014

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

Boyd Pickett	Chair	(BP)	Present
Bo Spring	Vice Chair	(BS)	Present
Aaron Farnsley	Treasurer	(AF)	Present
Patti Blaylock	Director	(PB)	Present
Linda Gant	Director	(LG)	Absent
Brian Hill	Director	(BH)	Present (arrived at 10:40, left 11:20 return 11:30)
Michael McKenzie	Director	(MM)	Present
Clarence Monette	Director	(CM)	Present
Willie Ramsey	Director	(WR)	Absent
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 10:21 AM.

II. Citizens to Be Heard

Commissioner Joanna Bryan discussed the potential relocation of the Gulf County Sheriff's office to the downtown area. The board raised the following concerns:

- Parking is already at a premium in the downtown area, and the proposed relocation would utilize a great deal of public parking.
- Visitors may see the Sheriff's Station as indication of a high-crime condition and would create a negative impression of the downtown area.
- Any code-red departures from the Station would negatively impact business.

At request of the PSJRA, Commissioner Bryan agreed to share our concerns with the BOCC.

III. Consent Agenda - The minutes of the January regular meeting were approved without revision (BH/BS, 7-0).

IV. Agency Operations

- A. The financial report was presented/approved without modification (BS/PB, 7-0).
- B. The auditor has met with the PSJRA and has not, to date, requested additional documentation.
- C. The annual report was approved (BS/AF, 7-0) with corrections in the "Board of Directors" section.

V. Governance

- A. Sunshine Video: BH has the video and will be the final director to review.
- B. The following Provisional Directors have been selected by the PSJRA Board and will be presented to the City Commission for approval: Darius Chambers and Kaye Haddock. A third Provisional Director may be selected at a future date. Gina Johnson and Shannon Gant will be approached to determine their level of interest in participating.

VI. Grant Program Status Report

A. Grant Report – Existing Grants

- 1. USDA/RBEG - MLK Sidewalk Grant: Construction will begin on Monday, February 24.
- 2. FDOT – Phase IV Landscaping: The contractor expressed concern over the freeze relative to his one-year warranty of the plant material. This will be addressed in the spring when the health of the plants is apparent.
- 3. Gulf Coast Tourism Promotion - Lighthouse Relocation Documentary: The PSJRA is creating a packet to request an extension of the grant deadline.
- 4. SaltAir Market – The grant to the Tapper Foundation was submitted on behalf of the SaltAir Market.

B. Façade Grant Program

- 1. The board voted (BS/AF, 7-0) to reimburse PoJo Place \$4229.83 of the awarded amount of \$5000 for work completed, with the exception of the awning. The remainder will be reimbursed should the awning be replaced as specified in the vendor's quote.
- 2. The signage for Polished has been installed. The PSJRA awaits the request for reimbursement.
- 3. 408 Reid Avenue is substantially complete. Reimbursement has not been requested to date.

VII. Project Status Report

- A. TIF Review Status: The board will continue the discussion and not take any action at this time.
- B. Open-Air Information Center: The board (BS/AF, 7-0) selected the Littlejohn Engineering concept #4 to present to the City and to the public for consideration as the design for the deck at the Billy Joe Rish Parking Lot. GA will request an updated concept to include a periscope and lighting prior to presentation to the public.
- C. Historic District Entrance Signage: The board requested GA create a concept for banners to serve as entrance signage at Reid and SR-71 and Reid and First Street.
- D. Shade Cover at Dr. Joe Parking Lot: The board (BS/MM, 7-0) voted to send a letter via registered mail and email to Monumental Fabrication requiring the new shade cover be installed in 30 days or return of the \$1404.17 deposit made on September 3, 2013.

VIII. New Business


- A. Langston Drive Lights: The board voted (BS/PB, 7-0) to fund the installation of lights at Langston Drive at an amount of \$2600.
- B. Jetty Park Low Dock: The board voted (MM/AF, 7-0) to allocate GA's time to write the grant for the improvement at the Low Docks to accommodate boutique cruise lines.
- C. The next meeting will be held on Wednesday, March 26, 2014, at 10 AM at 406 Marina Drive. The date was changed to not conflict with Spring Break.

IX. Meeting Adjournment

The meeting was adjourned at 12:15 (BS/MM, 7-0).

Approved:


Boyd Pickett – Chair


Bo Spring – Vice Chair

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

MEETING MINUTES

March 14, 2014

*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.*

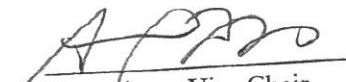
ATTENDANCE

Boyd Pickett	Chair	(BP)	Present
Bo Spring	Vice Chair	(BS)	Present
Aaron Farnsley	Treasurer	(AF)	Absent
Patti Blaylock	Director	(PB)	Absent
Linda Gant	Director	(LG)	Present
Brian Hill	Director	(BH)	Absent
Michael McKenzie	Director	(MM)	Present
Clarence Monette	Director	(CM)	Present
Willie Ramey	Director	(WR)	Present
Gail Alsobrook	Executive Director	(GA)	Present

The meeting was called to order at 10:00 by Chair Boyd Pickett. The Board discussed the status of the City Commission initiative to dissolve the PSJRA Board of Directors. No votes were taken. The meeting was adjourned at 10:45.

Approved:


Boyd Pickett – Chair


Bo Spring – Vice Chair

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

MEETING MINUTES

March 26, 2014

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

ATTENDANCE

Boyd Pickett	Chair	(BP)	Present
Bo Spring	Vice Chair	(BS)	Present
Aaron Farnsley	Treasurer	(AF)	Absent
Patti Blaylock	Director	(PB)	Present
Linda Gant	Director	(LG)	Present
Brian Hill	Director	(BH)	Present
Michael McKenzie	Director	(MM)	Present
Clarence Monette	Director	(CM)	Present
Willie Ramsey	Director	(WR)	Present (Arrived 10:35)
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 10:03 AM.

II. Citizens to Be Heard

Christy McElroy expressed concerns over the BayPark plan. She was reminded by the Chair that the plan is in the conceptual phase and has not yet been presented to the City for approval. Any such project is subject to approval by the city and also involves significant public input.

Commissioner Patterson asked several questions about the operation of a CRA and was provided answers by the board, the executive director, and Mayor Magidson.

Stephen Wich complimented the board on their performance.

III. Consent Agenda - The minutes of the February regular meeting and March emergency meeting were approved without revision (MM/CM, 8-0).

IV. Agency Operations

- A. The financial report was presented/approved without modification (PB/WR, 8-0).
- B. The audit exercise is complete, and the auditor is working on the final report.

V. Governance

- A. Sunshine Video: BH will watch the video and return to GA. The affidavits signed by the directors confirming they have viewed the video will be presented to the city.
- B. The following Provisional Directors have been selected by the PSJRA Board and are pending approval by the City Commission: Darius Chambers and Kaye Haddock. A third Provisional Director may be selected at a future date. Gina Johnson and Shannon Gant will be approached to determine their level of interest in participating.

VI. Grant Program Status Report

A. Grant Report – Existing Grants

1. USDA/RBEG - MLK Sidewalk Grant: Construction has commenced with PRI as the project manager. The quarterly report is due soon.
2. FDOT – Phase IV Landscaping: The board has allotted a not-to-exceed amount of \$1000 for Leake Landscape to clean up the area and add pine straw to remediate the damage done by the storm. Any potential plant replacement will be determined at a later date.
3. Gulf Coast Tourism Promotion - Lighthouse Relocation Documentary: The PSJRA has requested an extension of the grant deadline. The quarterly report is due soon.
4. SaltAir Market – The grant to the Tapper Foundation was submitted on behalf of the SaltAir Market.
5. USDA-RBEG – Open-Air Discovery Center: The grant is being prepared to submit for the construction of the Open-Air Discovery Center.
6. Florida Boating Improvement Program – Low-Dock Improvements: The grant is being prepared to submit for improvements to the Low Dock area to accommodate boutique cruise ships. Particular attention will be paid to reserving/improving space for fishing by locals.

B. Façade Grant Program

1. Polished has submitted a portion of their documents for reimbursement.
2. 408 Reid Avenue – The board voted (PB/MM, 8-0)) to reimburse Mike Smith \$5000 for window replacement and improvement of signage area at the rear of his building.
3. 411 Reid Avenue – The board voted (BS/PB, 8-0) to accept the application to replace damaged windows and add a new window at the south side of the building (abutting the City Commons). Maximum award: \$5000.
4. The Gifted Gourmet – The board voted (LG/MM, 7-0, with PB abstaining) to accept the application for building signage. Maximum award: \$661.50.

5. Port Cottages – The board voted (CM/BS, 7-0 BH away from seat) to accept the application for building signage. Maximum award: \$2790.

VII. Project Status Report

- A. Open-Air Discovery Center: The board (BS/MM, 8-0) voted to enter into a contract with Littlejohn Engineering to design, conduct public workshops, and provide construction documents for the Open-Air Discovery Center.
- B. The board (PB/LG, 8-0) voted to extend Monumental Fabrication's deadline to install the shade cover at the Dr. Joe Parking Lot until April 9.

VIII. New Business

- A. Langston Drive Lights: The board voted (PB/LG, 8-0) to increase the amount of funding required for the installation of lights at Langston Drive to \$3,148.06.
- B. The board recommends the PSJRA provide the City Commission with updates on Façade Grant awards in the agenda packets.
- C. The next agenda will include the "gateway banners" at SR 71 and Reid Avenue and First Street and Reid Avenue.
- D. The board, at Mayor Magidson's recommendation, voted (WR/LG, 8-0) to instruct GA to coordinate with the Chamber of Commerce and the TDC on upgrades to the outdoor stage at George Core Park. If possible, work should be completed prior to the Scallop Festival.
- E. The next meeting will be held on Thursday, April 17, 2014, at 10 AM at 406 Marina Drive.

IX. Meeting Adjournment

The meeting was adjourned at 11:30 AM (BS/LG, 8-0).

Approved:

Boyd Pickett – Chair

Bo Spring – Vice Chair

	Updated: 8/15/13							
	Business	Contact	Type	Award	Amount Paid	Date of Check	Total Award	Total Paid
Façade Grant Program Total Paid Out 2008 - 2013								\$393,510.96
FY 14	Complete							\$10,479.08
	PoJo Place	St. Joe Group	clean/paint exterior, new awning and signage	\$ 5,000	\$ 4,230	3/5/14	4,229.83	
	Laundry Basket	Bill Reid	lighting, glass windows	\$ 6,250	6,249.25	11/4/13	6,249.25	
FY 14	Project Preapproved - In Que for Payment							\$5,557.10
	Polished Nail Boutique	Trung and Amber	Building Sign and	\$ 557				
	408 Reid	Mike Smith	Paint and windows at	\$ 5,000				
FY 14	New Applications							\$13,451.50
	Joe Mama's	Jim Nunneley	patio, exterior	\$ 5,000				
	411 Reid	Nick DiLallo	windows, awning	\$ 5,000				
	Gifted Gourmet	Pamela Woolery	Signage	\$ 662				
	Port Cottages	Steve Wich	Signage	\$ 2,790				
		Budgeted Amount		\$ 40,200				
		Approved/Paid		\$ 16,036				
		New Applications		\$ 13,452				
		Amount Remaining in Budget		\$ 10,712				



COMMUNITY WORKSHOP

**Everything you ever wanted to know
about redevelopment agencies:**

- How are they funded?
- Who pays into the fund?
- How are expenses restricted?
- Who approves the expenditures?
- What is in it for YOU?

*Please let us help you find the answers to these questions
and explain how we work with and through the
City Commission to improve our community.*

5 PM

**Thursday, April 3, 2014
City Hall Commission Chambers**

RESOLUTION 2014-05

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PORT ST. JOE, AUTHORIZING A GRANT APPLICATION TO THE UNITED STATES DEPARTMENT OF AGRICULTURE; APPOINTING AND AUTHORIZING A PROJECT MANAGER; AUTHORIZING THE MAYOR TO ACT ON BEHALF OF THE CITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Port St. Joe, Florida will apply to the United States Department of Agriculture for a grant for improvement to certain City property known as the Open Air Information Center; and

WHEREAS, the Board of City Commissioners has determined that as a necessary part of that application certain resolutions need to be made; and

WHEREAS, the City of Port St. Joe, Florida recognizes the Mayor as the official authorized to act on behalf of the City in such matters and further acknowledges that his signature shall be binding upon the City in such matters; and

WHEREAS, The Port St. Joe Redevelopment Agency shall be responsible for grant application and project management,

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of Port St. Joe, Florida as follows:

1. That it approves the submission of the application and any related documents for the subject grant; and
2. That this legislative body of the City of Port St. Joe, Florida hereby authorizes the Mayor and/or the City Clerk, in his absence, to act as the appropriate official on behalf of the City of Port St. Joe, Florida in dealing with the United States Department of Agriculture and to sign any and all necessary application and other forms; as well as, submitting any additional information required and signing any necessary contracts and/or other agreements between the United States Department of Agriculture and the City of Port St. Joe, Florida, that may result from this application; and
3. The City of Port St. Joe, Florida hereby assures the United States Department of Agriculture that it authorizes the total expenditure set forth in the grant application and acknowledges that it will have available and make any contribution identified in the grant application; and
4. The Port St. Joe Redevelopment Agency, acting through its Executive Director, shall act as project manager for this grant; and

5. The City Commission certifies that this project will not result in any transfer of jobs or employment or the production of goods or services to an area where there is no demand for such.

THIS RESOLUTION ADOPTED THIS ____ day of _____, 2014,
on a vote of ____ yeas and ____ nays, by the Board of City Commissioners, City of
Port St. Joe, Florida.

BOARD OF CITY COMMISSIONERS
CITY OF PORT ST. JOE, FLORIDA

By: _____
Mel C. Magidson, Jr.
Mayor-Commissioner

ATTEST:

Charlotte M. Pierce
City Clerk