

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD IN THE  
COMMISSION CHAMBER AT CITY HALL, August 4, 2015, AT 6:00 P.M.  
The Meeting was held in the Port St. Joe Fire Department Meeting Room due  
to a request for accessibility from a citizen.**

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

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner McCroan, second by Commissioner Ashbrook, to approve the Minutes of the Regular Meeting and Budget Workshop Meeting on July 21, 2015, and the Special Meeting of July 28, 2015. All in favor; Motion carried 5-0.

**PORT ST. JOE REDEVELOPMENT ASSOCIATION (PSJRA)**

Chairman Rex Buzzett announced that Bill Kennedy has been hired as the new Executive Director of the PSJRA. There were 5 applicants and a 4-2 vote for Mr. Kennedy to be hired.

**CITY ATTORNEY – Tom Gibson**

Mr. Gibson did not have anything to report.

**CITY MANAGER'S REPORT – Jim Anderson**

**Old Business**

*102 Stone Drive: Building Permit* – Robert Mike, the property owner, addressed the Commission concerning the "Stop Work Order" that has been placed on his property. Mr. Mike noted that he had met all the requirements for the modular home to be placed on the site, shared his disappointment in the recent actions of the Commission, the inconveniences the decision has caused and the financial impact it has created.

The following individuals spoke in opposition of the modular home being placed in their neighborhood: Lee Fontaine, Ed Creamer, Matthew Taylor, and Stan Price.

Curtis Lowe addressed the Commission stating that it appeared all i's had been dotted, all t's crossed and that Mr. Mike should be allowed to place the modular home he has purchased on his property.

No action was taken on the "Stop Work Order" which remains in place while research continues.

*Boat Ramp Improvements* – A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to approve a Change Order with A-1 Construction in the amount of \$7,400 to complete the step down area of the boat ramp at Frank Pate Park. All in favor; Motion carried 5-0.

*Utility Billing Write-Off Policy* – A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to adopt the updated Write-Off Policy. The Motion passed 4-1 with Mayor Patterson, Commissioners Ashbrook, Buzzett, and McCroan voting in favor. Commissioner Thursbay opposed the change.

*Gulf Coast Parkway: Christy McElroy* updated the Commission on recent meetings concerning the Parkway. She asked that the Commission continue to support Alternates 14 and 15 as being in the best interest of Gulf County residents.

*Affordable Housing Update* – Mr. Anderson noted Staff has reviewed the latest set of plans from PACES and has provided a letter to PACES detailing specific items that are still needed. As of today, the items have not been received from PACES.

Mark Dumas of PACES addressed the Commission and shared that a packet would be arriving tomorrow with the requested documents. A discussion followed as to the cost of the project, the type housing that will be provided, and the salary range of individuals that will be considered for housing. Mr. Dumas stated that this is not Section 8 Housing and no government subsidies are received for the project. He noted another Town Hall Meeting will be held at a later date.

## **New Business**

*FRDAP Committee Review and Recommendation* – Mike Lacour shared that the Benny Roberts Sports Complex FRDAP project has been completed, he is waiting on pictures of the sign and the reimbursement request will be submitted shortly. Mr. Lacour is completing the PSJRA FRDAP for the Washington Site and will have it ready to submit soon.

A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, for the City to apply for two new FRDAP Grants. The first grant will be for lighting, light pole replacement and parking at the 10<sup>th</sup> Street location. The second grant will be to refurbish the playground and make parking improvements at the STAC House. All in favor; Motion carried 5-0.

*Soccer Complex Reel Mower* – A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to transfer the Reel Mower to the Gulf County School System. The mower use was designed specifically for use on the soccer fields, the school system now owns the fields and the mower was not useable on any City sites. All in favor; Motion carried 5-0.

*Temporary Road Closure Request: Church of God in Christ* – A Motion was made by Commissioner McCroan, second by Commissioner Thursbay, to approve the road closure request of the Church of God in Christ. All in favor; Motion carried 5-0.

*Reid Avenue Parking* – Business owners and workers continue to park on Reid Avenue eliminating parking for patrons. Staff will talk with those creating the problems to see if a workable solution can be reached.

*Gulf Public Transportation Disadvantaged Board Appointment* – A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, for Commissioner Ashbrook to server on this board. All in favor; Motion carried 5-0.

## **Public Works – John Grantland**

*Brent Circle Lift Station Update* – The work has been completed, the station is operational and in service.

*Sewer Department Position* – A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to advertise for an Electrician in the Sewer Department. The employee will spend the majority of the time with the Sewer Department but will also be responsible for some electrical work and replace the Utility Service Worker II position. This position is not currently in the budget. The starting salary will be \$16.00 per hour. The Motion passed 4-1 with Commissioners Ashbrook, Buzzett, McCroan, and Thursbay voting in favor of the Motion. Mayor Patterson voted against the Motion.

Materials for the bores at Cape San Blas should be in tomorrow and work will commence next week.

*Surface Water Plant – Larry McClamma* did not have anything to share with the Commission.

**Wastewater Plant – Lynn Todd** noted that the flushing site at Gulf Coast State College is a state approved compliance sampling site. The Sonic Disruptors are on site and installation should begin tomorrow. There is Algae bloom on the lagoon but no odor.

**City Engineer - Clay Smallwood, III** shared that FL DOT has requested grant applications for the coming year and they are due by August 17, 2015. A Motion was made by Commissioner McCroan, second by Commissioner Ashbrook, to submit an application and authorize City Manager Jim Anderson to sign all paperwork relative to the application for the paving of Garrison Avenue from Highway 71 to Sixteenth Street. All in favor; Motion carried 5-0. Mr. Smallwood suggested applying for smaller projects as grants approved this year favored the smaller requests.

Commissioner Buzzett asked Mr. Smallwood about the foundation structure of 102 Stone Drive.

Commissioner McCroan asked for clarification as to how a permanent foundation is defined.

Mr. Smallwood recommended that a firm with more experience in this area be contacted as this is not a specialty area for their firm.

### **Code Enforcement**

Mr. Burkett's report was reviewed, no action was taken.

**Police Department – Chief Herring** did not have anything to report to the Commission.

**City Clerk – Charlotte Pierce** shared that the official letter and certificate have been received announcing that the Cape San Blas Lighthouse Complex was listed on the National Register of Historic Places on May 7, 2015.

### **Citizens to be Heard**

Ann White shared that her garbage can was damaged when picked up several weeks ago; the next week the wheels were knocked off and last week the wheels were on the ground beside the can. She asked for assistance in replacing her can. Commissioner Thursbay will call WastePro about this tomorrow.

Mrs. White shared that she had spoken with Gulf County Administrator Don Butler concerning the City having their meetings in the Gulf County Administration Building. Per Mrs. White, Mr. Butler told her it had been approved for the City to use their meeting room, the City would be responsible for an officer, would need a key and be required to clean up behind themselves.

Christy McElroy stated that she felt the Commissioners showed grace when addressing the 102 Stone Drive issue and thanked them for that. She also provided the Commissioners with a copy of the *Gulf County EDC one year progress update July, 2015 Christy McElroy Chairman's Report*. She thanked Commissioner McCroan for his service to the board and noted that Chris Holley is their new director.

### **Discussion Items by Commissioners**

*Commissioner Thursbay* noted that the Summer Programs were over for the STAC House and Washington Site and thanked their respective workers and volunteers for a job well done.

*Commissioner Ashbrook* did not have anything to share.

*Commissioner McCroan* did not have anything to discuss.

*Commissioner Buzzett* asked that the McSpadden Family be remembered and noted the contributions Dr. McSpadden had made to Port St. Joe, his leadership in providing the local Gulf Coast State College Campus, and his many contributions to Gulf Coast State College.

*Mayor Patterson* shared that he had attended a RESTORE Act Meeting in Walton County recently and felt that with area counties working together it will be easier to obtain RESTORE Act Funds.

Brian D'Isernia of Eastern Shipbuilding had invited Mayor Patterson to a ship launching earlier and they will be meeting soon to discuss opportunities for Port St. Joe.

A Motion was made by Commissioner McCroan, second by Commissioner Buzzett, to adjourn the Meeting at 7:46 P.M.

Approved this 18<sup>th</sup> day of August 2015.

James "Bo" Patterson  
James "Bo" Patterson, Mayor

8/24/2015  
Date

Charlotte M. Pierce  
Charlotte M. Pierce, City Clerk

8/20/2015  
Date