

**September 1, 2015  
Budget Workshop  
5:00 P.M.  
Regular Public Meeting  
6:00 P.M.**

**Port St. Joe Fire Station  
402 Williams Ave  
Port St. Joe, Florida**



## **City of Port St. Joe**

**Bo Patterson, Mayor-Commissioner  
William Thursbay, Commissioner, Group I  
David Ashbrook, Commissioner, Group II  
Phil McCroan, Commissioner, Group III  
Rex Buzzett, Commissioner, Group IV**

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

# BOARD OF CITY COMMISSION

Regular Public Meeting

6:00 p.m.

Port St. Joe City Hall

Fire Station

Tuesday September 1, 2015

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## Call to Order

## Consent Agenda

### Minutes

- Regular Commission Meeting 8/18/15

Pages 1-4

### PSJRA

- Update

### City Attorney

- Update

## Old Business

- 102 Stone Drive- Building Permit
- Boat Ramp Improvements- Update
- Northwest Florida Water Management District Grant- Update
- Industrial Park Sign- Comm. Thursbay
- Hwy 98 Golf Cart Crossing- Mayor Patterson

## New Business

- Fee Waiver Request for the Centennial Bldg. 2/22/16-3/31/16
  - TDC Film Crew
- Museum Property
- Legislative Funding Request
- September Calendar
- Open Enrollment Options
- Maddox House- Application for Listing on the National Registry of Historic Places

Page 5

Page 6

### Public Works

- Cape Sewer Extension- Update
- Blue Heron Drive Sewer

Pages 7-8

### Surface Water Plant

- College Sample Location

### Waste Water Plant

- Update

### City Engineer

- Update

**Code Enforcement**

- Update

**Page 9**

**Police Department**

- Update

**City Clerk**

- Lighthouse Power

**Page 10**

**Citizens to be Heard**

**Discussion Items by Commissioners**

**Motion to Adjourn**

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD IN THE  
COMMISSION CHAMBER AT CITY HALL, August 18, 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, McCroan, and Thursbay. City Manager Jim Anderson, City Clerk Charlotte Pierce and Attorney Tom Gibson were also present. Commissioner Buzzett was absent.

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner McCroan, second by Commissioner Thursbay, to approve the Minutes of the Regular Meeting and Budget Workshop Meeting on August 4, 2015, and the Workshop Meeting of August 11, 2015. All in favor; Motion carried 4-0.

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

There was no update from the PSJRA.

**CITY ATTORNEY – Tom Gibson**

*Patton Park Platt* – Mr. Gibson shared that the Platt will be on the Planning Development and Review Board's Agenda for September 8, 2015, and on the Commission Agenda for September 15, 2015.

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

**Old Business**

*102 Stone Drive: Building Permit* – There was no new information on this.

*Budget* – The Workshop for today was cancelled as there was no information to update for the Budget. There will be a meeting with Burton and Associates on August 25, 2015, at 1:00 P.M.

For the record, Commissioner Thursbay stated again that he felt a grave injustice was done to our citizens with the new Write-Off Policy.

*Boat Ramp Improvements* – The required check for the materials has been mailed and work will begin shortly.

*Municode* – Updates are on the City's website and Mr. Anderson asked that Commissioners bring their books in so they can be updated with the new inserts.

**New Business**

*Library Request* – A Motion was made by Commissioner McCroan, second by Commissioner Ashbrook, to allow the Northwest Regional Library System to include a link to an online confidential survey on the City's Water bills. The library is requesting public feedback on their service and operating hours to determine how to best serve the community. All in favor; Motion carried 4-0.

*Tom Haddock Retirement Payout* – A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to approve the maximum lump sum payout of 240 hours of Accrued Annual and 520 hours of Sick Leave for Mr. Haddock. Mr. Haddock has amassed more than the allowable payout for annual and sick leave though his 34 years of employment with the City. He will be retiring at the end of August. The Commissioners wished him well in his retirement and thanked him for his service to the City.



*Museum Property* – Mayor Patterson and Mr. Anderson have met with Donald Forgione, Director of the Florida Park Service, on this. Mr. Forgione has offered to make a presentation on their proposal concerning the property. A Workshop will be held after the Budget is resolved.

Mr. Anderson noted that improvements would need to be made to the Keepers' Quarters for this to proceed. Suggestions were offered as to how repairs could be made to the buildings.

*Vacant Lots:* Mayor Patterson expressed his concerns about the unsightly lots in the City and particularly the lots at First Street and Woodward Avenue, the wooded area of the Catholic Church property, and land owned by the St. Joe Company. Mr. Anderson noted that the present Ordinance allows for enforcement of underbrush and grass but does not address land clearing such as trees. He shared that a Land Clearing Ordinance, with teeth for Staff to enforce, would be needed.

Amy Rogers addressed the Commission and asked that the City require the St. Joe Company to clean up their lands as there are numerous issues in neighborhoods with their property.

For the record, Commissioner Thursbay noted that his comments were not a jab at the St. Joe Company but everybody needs to abide by the law.

Sarah C. Herring addressed the Commission and shared photos of a lot adjoining her property. She asked that nasty lots in town be cleanup also.

#### **Public Works – John Grantland**

*Cape Sewer Extension* – Gator Boring is in town, work will begin tomorrow on the Cape Project. Sapodilla Lane will be the first phase and Hemmingway Court will be the conclusion of the project.

*Patton Park Subdivision Site Work* – Cleanup work was finished last week at the site and the project has been completed.

*Surface Water Plant* – **Larry McClamma** did not have anything new to discuss. Bids on the Lime Slurry Pre-treatment and Construction are in. Bids for the distribution covering from Long Avenue to Monument Avenue between Tenth Street and Highway 71 are due this week.

*Wastewater Plant* – **Lynn Todd** did not have anything to update the Commission on but noted that there is an odor in the Highland View area; the Sonic Disrupters are operable and she feels that it will take 4 – 6 weeks to see a difference in the lagoon.

**City Engineer - Clay Smallwood, III**, did not have any new information for the Commission. The Patton Park Subdivision Platt has been sent to the PDRB for their September meeting.

#### **Code Enforcement**

Mr. Burkett's report was reviewed, no action was taken. Mayor Patterson noted that Mr. Burkett is doing a very adequate job, he is working on the projects and is on top of the issues.

**Police Department – Chief Herring** noted there had not been any accidents since January where Monument Avenue and Highway 98 merge. Commissioners expressed their concerns that it was an accident waiting to happen and asked what can be done to prevent an accident. Chief Herring will engage Transfield Services and John Grantland to review the area and see if there is a better option.

Chief Herring advised the Commission they have a suspect in the recent car burglaries and the individual is being pursued.

**City Clerk – Charlotte Pierce** shared that work has begun on Ghosts on the Coast, which will be held Saturday, October 31, 2015, and the Christmas Parade that will be held on Saturday, December 12, 2015.

She noted that requests will be made to offset expenses for both events. The Commission offered their assistance with each event and Mrs. Pierce was instructed to proceed with the plans.

### **Citizens to be Heard**

Amy Rogers shared her concerns with the Commission about the following items:

- Highway 98 and Avenue A
- Landscaping from CVS Pharmacy to Avenue A on Highway 98
- Having a Workshop on Affordable Housing and Low Income Housing
- The street sign at Avenue A and Bay Street is missing and needs to be replaced
- Modular Homes in the City – Mrs. Rogers feels the person attempting to place a Modular Home at 102 Stone Drive is being discriminated against as they have met all requirements for the home to be placed at the location. There is an area in North Port St. Joe where Modular Homes are allowable and she feels there should not be a double standard or difference in the standards for the City.

Mr. Gibson noted there are blocks in North Port St. Joe where Modular Homes are specifically allowed.

Mark Dumas of the PACES Foundation addressed the Commission and noted that Affordable Housing:

- Is available to persons earning between \$8 and \$16 per hour
- PACES does not receive a rent check for their residents
- Is not a project based on Section 8 but approved Section 8 Vouchers can be used
- Is a very narrow project receiving funding from the state
- A community Workshop will be held soon on the project

Dan McDonough, Commander VFW Post 10069, requested that Jetty Park be renamed Clifford C. Sims Memorial Park.

Mr. Gibson will review the request to see if there are any restrictions on the Jetty Park area.

### **Discussion Items by Commissioners**

Neither *Commissioner McCroan* nor *Commissioner Ashbrook* had anything to discuss.

*Commissioner Thursbay* – Noted that his phone number has been changed to 850-340-1084 and asked that citizens call him with their concerns.

Commissioner Thursbay requested that he receive a weekly email on any issues Mr. Gibson handles concerning the Land Development Regulations. Mr. Gibson noted that he rarely has issues but will be happy to share them when he does.

Commissioner Thursbay noted that two weeks ago there was a Letter to the Editor concerning Mobile Home issues and raising funds where he and Commissioner McCroan were singled out in the letter. He shared he was raised with money but has none now with a wife and children. He has lived in a mobile home, does not look down on people living in them and has never forgotten where he came from. He tries to help anyone and thanked everyone for their donations to help him receive medical treatment.

*Mayor Patterson* asked about Impact Fees for the Jones Homestead area.

Mike Lacour shared the Impact Fee is \$2,856; Tap Fee is \$400; Grinder Pump costs \$2,350 and sales tax of \$164.50, with a total cost of \$5,770. The City can finance the Impact Fee up to 36 months with no interest and the charge will be included on the City Utility bill each month.

The Commissioners felt that a Workshop to discuss how to proceed to add Sewer Infrastructure to the City would be helpful. No date was set for the Workshop.



Mayor Patterson questioned what business owners in the Tourist Corridor are to do concerning work they were performing for a customer in reference to the newly adopted Ordinance 515. The Mayor asked Curtis Little if he was aware of this and suggested that customers not deliver their items to be repaired until the business was ready to work on them.

Citizens continue to ask Mayor Patterson about a Golf Cart Crossing on Highway 98. He asked that this be on the next Agenda for discussion.

A Motion was made by Commissioner McCroan, second by Commissioner Thursbay, to adjourn the Meeting at 7:00 P.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

\_\_\_\_\_  
James "Bo" Patterson, Mayor

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date



## THE FLORIDA SENATE

Tallahassee, Florida 32399-1100

### COMMITTEES:

Agriculture, *Chair*  
Appropriations Subcommittee on Education, *Vice Chair*  
Appropriations  
Banking and Insurance  
Education Pre-K - 12  
Reapportionment  
Rules

**SENATOR BILL MONTFORD**  
3rd District

### MEMORANDUM

**TO: ALL COUNTY & CITY OFFICIALS  
CITY MANAGERS  
COUNTY ADMINISTRATORS  
COMMUNITY DEVELOPMENT DEPARTMENTS**

**FROM: SENATOR BILL MONTFORD**

**DATE: AUGUST 20, 2015**

**RE: 2016 SENATE DISTRICT 3 BUDGET REQUEST FORM**

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As you are aware, the 2016 Legislative Session will start on Tuesday, January 12, 2016. Since the Session will convene two months earlier, I am requesting all Senate District 3 budget requests be submitted to my office by November 30, 2015.

To help ensure we have the appropriate information and uniformity district-wide, please submit all budget requests using the attached form. For processing purposes, please submit the form and all attachments electronically when possible.

Because of a possible budget short fall for the next fiscal year, I encourage you to identify those programs/projects that have strong local community support and have been identified/recognized as a need by a state agency. Please provide your projects in ranking order as this will assist me in addressing the most critical needs in your community.

My legislative staff and I stand ready to assist you in any way to make this budget process as smooth and successful as possible. If you have any questions regarding the process or form, please do not hesitate to contact me or my staff at (850) 487-5003.

REPLY TO:

- ☐ 214 Senate Office Building, 404 South Monroe Street, Tallahassee, Florida 32399-1100 (850) 487-5003
- ☐ 20 East Washington Street, Suite D, Quincy, Florida 32351 (850) 627-9100

Senate's Website: [www.flsenate.gov](http://www.flsenate.gov)

**ANDY GARDINER**  
President of the Senate

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**GARRETT RICHTER**  
President Pro Tempore



# September 2015

| Sunday | Monday                             | Tuesday   | Wednesday   | Thursday   | Friday   | Saturday |
|--------|------------------------------------|---|---|--|--|----------|
|        |                                    | 1 <b>Fire Station</b><br>5:00 P. M. Budget Workshop<br>6:00 P. M. Commission Meeting      | 2 <b>County EOC Bldg.</b><br>3:00 P. M. - Joint City / County Meeting<br>4:00 P. M. RESTORE Act Meeting | 3  | 4  | 5        |
| 6      | 7<br>Labor Day<br>City Hall Closed | 8 <b>Fire Station</b><br>4:00 P. M. - PDRB<br>5:00 P. M. - Burton and Associates Workshop | 9<br>Open Enrollment  | 10<br>Open Enrollment<br>5:01 P. M. First Public Hearing on Budget | 11<br>Budget & AD Tax Ordinance Header due to paper for publication in Legal Section | 12       |
| 13     | 14                                 | 15 <b>Fire Station</b><br>6:00 P. M. Commission Meeting                                   | 16  | 17<br>Ordinance Headers in paper                                   | 18<br>Budget Ad due to paper for publication as Display Ad                           | 19       |
| 20     | 21                                 | 22 <b>Centennial Bldg.</b><br>6:00 P. M. Special PDRB Meeting on PACES Foundation         | 23  | 24<br>Budget ad in paper   | 25   | 26       |
| 27     | 28                                 | 29 <b>Fire Station</b><br>5:01 Adopt '15-'16 Budget                                       | 30  |  |  |          |

## Sewer Capital Facilities Charge Schedule

Name: Ralph-Jay Rish,

Effective Date: 1/1/2012

Service Address: Blue Heron, Parcel#06345-088r, Port St Joe, FL

| Water Meter   |   | Plant Trust | Chg Code | Sewer Capital Facilities Charge |                    |          |              |
|---------------|---|-------------|----------|---------------------------------|--------------------|----------|--------------|
| Size          | Account   |             |          |                                 | Distribution Trust | Chg Code | Total        |
| (in.)         |   |             |          |                                 |                    |          |              |
| 5/8" X 3/4"   | Impact Fee  | \$ 2,130.00 | 814      |                                 | \$ 726.00          | 815      | \$ 8,568.00  |
| 450340.343053 | Tap Fee   | \$ 400.00   | 5511     |                                 |                    |          | \$ 1,200.00  |
| 450340.20100  | Deposit   | \$ 100.00   | 2291     |                                 |                    |          | \$ -         |
| 450340.343337 | Service Fee   | \$ -        | 5511     |                                 |                    |          | \$ -         |
| 450360.369930 | Grinder Pump  | \$ 2,350.00 | 369930   |                                 |                    |          | \$ -         |
| 450360.312600 | Grinder Sales Tax   | \$ 164.50   | 312601   |                                 |                    |          | \$ -         |
| 450360.369930 | Engineer Evaluation   | \$ 350.00   | 369931   |                                 |                    |          | \$ -         |
| 450360.369930 | Bore Fee  | \$ 900.00   | 369931   |                                 |                    |          | \$ 900.00    |
|               | Service Total   |             |          |                                 |                    |          | \$ 10,668.00 |
|               | Payment Due prior to installation of sewer main line down Blue Heron          |             |          |                                 |                    |          | \$ 10,668.00 |
|               |   |             |          |                                 |                    |          |              |
|               | Additional customer cost for each home developed, grinder pump, tax, deposit, |             |          |                                 |                    |          | \$ 2,614.50  |

## Blue Horizon Dr. Sewer

3" SDR 21 C-200 PVC - .98 LF @ 1500 LF = \$1,470.00

3" Drill Bore Pipe Green Stamp - \$1.43 LF @ 80 LF = \$154.40

6" x 3" Tapping Sleeve - \$488.42

3" Gate Valve - \$313.96

Valve Box - \$36.50

3 Taps - \$160.00 EA = \$480.00

Trace Wire - \$180.00

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\$3,123.28

\* Tap \$250.00 (GAC)

\$5,623.28 Total

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**Code Enforcement 2015 Activity**  
**As of 8/27/15**

|                           | Open | Closed | Total | Increase |
|---------------------------|------|--------|-------|----------|
| Unlawful Accumulation     | 47   | 57     | 104   | 25       |
| Substandard Structure     | 4    | 9      | 13    |          |
| Abandoned Vechicle        | 5    | 7      | 12    |          |
| Unlawful Sewer            |      |        |       |          |
| Land regulation Violation |      | 8      | 8     |          |
| Business Lic. Violation   |      |        |       |          |
| Special Master Hearings   |      |        |       |          |
| Building Demolition       | 3    | 12     | 15    |          |
| Waste Violation           | 21   | 302    | 323   | 21       |
| Sign Violation            |      | 77     | 77    | 7        |

|       |    |       |     |       |     |       |    |
|-------|----|-------|-----|-------|-----|-------|----|
| Total | 80 | Total | 472 | Total | 552 | Total | 53 |
|       |    |       |     |       |     |       |    |
|       |    |       |     |       |     |       |    |

850-227-6439 cell  
ltodd@psj.fl.gov

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**From:** "Bob Lyles" <blyles@psj.fl.gov>  
**To:** "Lynn Todd" <ltodd@psj.fl.gov>  
**Sent:** Thursday, March 5, 2015 12:49:49 PM  
**Subject:** Fwd: Estimate to provide power to the new location for the Lighthouse

Lynn,  
This only gets power to a point on the property.  
Bob

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**From:** "Jimmy Dewayne Butler" <JimmyDewayne.Butler@duke-energy.com>  
**To:** BLYLES@PSJ.FL.GOV  
**Sent:** Wednesday, March 4, 2015 4:39:40 PM  
**Subject:** Estimate to provide power to the new location for the Lighthouse

Mr. Lyles, it will cost approx. \$3000 to provide underground power to this site. Please keep in mind that this is an estimate, and that timing can affect the actual cost at the time of construction. Please contact me if you have any questions or concerns. Look forward to hearing from you once the decision is made to move forward.

Thanks,

Dewayne Butler  
Engineering Technologist III  
Odena  
Phn 850-229-5501  
Cell 850-227-4561

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JD