

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT  
2775 GARRISON AVENUE, November 17, 2015, AT 6:00 P.M.**

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 Ashbrook, second by Commissioner McCroan, to approve the Minutes of the Regular Meeting on November 3, 2015. All in favor; Motion carried 5-0.

**PORT ST. JOE REDEVELOPMENT ASSOCIATION (PSJRA) - Bill Kennedy**

Mr. Kennedy shared that power had been installed to the top of the lighthouse; currently there is a 12 volt light that will be replaced by a new 110 volt bulb that will be brighter. Renovation of the Keepers' Quarters will begin shortly with work being done in small phases. The Phase V (Avenue D to the Overpass), Landscape Project has been delayed due to several unresolved issues with Phase IV. Work on the four facade grants that were recently approved will begin shortly.

**CITY ATTORNEY – Tom Gibson**

*Resolution 2015-10: Lighthouse Utilities Fees* – A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to adopt Resolution 2015-10. All in favor; Motion carried 5-0. A contract will be prepared and brought to the Commission soon.

*Ordinance 520 Accessory Buildings: First Reading* – A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to Table this issue. Motion carried 4-1 with Mayor Patterson, Commissioners Ashbrook, Buzzett, and McCroan voting yes and Commissioner Thursbay voting no.

*Ordinance 521 Design Standards: First Reading* – A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to have the First Reading of Ordinance 521. All in Favor; Motion carried 5-0.

Attorney Gibson read Ordinance 521 by Title only.

*Ordinance 522 Port Security Fencing: First Reading* – A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to have the First Reading of Ordinance 522 with the stipulation that the fencing / buffer must be completed within six months. All in favor; Motion carried 5-0.

Attorney Gibson read Ordinance 522 by Title only.

*Short Term Rentals Update* - Mr. Gibson has been researching this and will watch a Florida League of Cities Webinar on the issue. It appears that there is a proposed bill in the Florida Senate to further remove local governmental control on this issue.

David Griswold requested the Board seek an opinion from the Florida Attorney General on the validity on the section of our LDR that references Short Term Rentals.

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

**Old Business**

*102 Stone Drive: Update* – The Building Department has received a Foundation Plan and has sent it

for review. Mr. Mike has located another lot; Mr. Gibson will contact him concerning the lot and give the Commission a report at their next meeting.

*Electronic Sign at Frank Pate Park:* TDC – Currently, the Commission is not interested in a partnership on the sign. Mr. Anderson will advise Ms. Jenkins of the Commission's decision.

*Christmas Lights:* Duke Energy Quote – After discussion, it was determined that the City should review the needs and begin the project after the first of the year. Duke Energy could not guarantee that any work would be done prior to Christmas.

*Restore Act Applications* – A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to revise the Restore Act Applications and submit the Beach Hill Sewer and the Cape Sewer Projects for consideration. All in favor; Motion carried 5-0.

Mr. Anderson shared that the Port Authority is requesting a Letter of Support from the City for their Restore Act Application. A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to provide the letter. All in favor; Motion carried 5-0.

### **New Business**

*Special Event Permit: Denise Jones* – A request was received today to have a parade in addition to the special event. Mr. Anderson noted that it would require overtime for City employees to provide road closures, use of the Fire Truck, and moving a stage. A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to grant the request. All in favor; Motion carried 5-0.

*Carpet Country Sewer: Mayor Patterson* – A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to allow Carpet Country to hook up to City sewer for \$500. All in favor; Motion carried 5-0. Years earlier, Mr. Peak had requested to hook up to the City sewer and was denied. The additional cost of approximately \$3,500 to bring Carpet Country on line will have to come from the Budget of Public Works.

### **Public Works – John Grantland**

*Water Line Upgrades on Long Avenue* - A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to go out for Bid for materials to make Water Line Upgrades to 19 customers between 19<sup>th</sup> and 22<sup>nd</sup> Streets on Long Avenue. All in favor; Motion carried 5-0. The water pressure to these residents is very low and a new line should improve their water service.

*Presnell RV Resort: Request to Bid Lift Station* – A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to advertise for bids to construct a Lift Station for the Presnell RD development. The Impact Fees for this project were prepaid. All in favor; Motion carried 5-0.

*Boardwalk Subdivision: Sewer* – A Motion was made by Commissioner McCroan, second by Commissioner Ashbrook, to advertise for bids for the materials needed for the project. All in favor; Motion carried 5-0. This is a 50 unit development and Commissioner Buzzett would like to have Letters of Commitment before proceeding with the engineering.

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

*Surplus Property* – A Motion was made by Commissioner McCroan, second by Commissioner Buzzett, to declare the 1996 Ford Explorer, with a VIN # of 1FMZU61EXYUB63411, as Surplus Property. All in favor; Motion carried 5-0. City of Port St. Joe Property Sticker 0481 and Tag # 122940, are attached to the vehicle which was formerly Police vehicle #3.

### **Wastewater Plant – Lynn Todd**

Ms. Todd noted that she had not heard anything else from the company requesting to rent a Hydro Meter for

aerial spraying.

### **City Engineer - Clay Smallwood, III**

*Golf Cart Crossing Update* – FDOT has reviewed the City's request for a crossing and has approved proceeding with a study. A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to consider the First Street and Highway 98 Intersection as the area for Golf Carts to cross. All in favor; Motion carried 5-0.

*Wastewater Lagoon Study:* Mr. Anderson shared that he has been approached by a private landowner that is considering paying the remainder of the loan portion if the City will consider paying \$20,000 toward the study. The State Revolving Fund has offered \$175,000 to the City of Port St. Joe of which \$66,000 (38%) is grant funds. This was Tabled for more information and research on the project.

Ms. Todd shared that the City would need to look at all aspects of the project as cleanup of the lagoon would be very costly and mostly likely all expenses would be the responsibility of the City.

### **Code Enforcement**

Mayor Patterson noted that Mr. Burkett is working diligently to have overgrown lots cleaned up and is addressing the issue of vehicles with no tags cluttering lots.

Mr. Anderson advised that the County will be working with the City to remove 4 structures in North Port St. Joe. The demolition and disposal details are being worked out for the project.

### **Police Department – Chief Herring**

*New Police Officer Position: Request to Fill* - A Motion was made by Commissioner Ashbrook, second by Commissioner McCroan, for Chief Herring to fill the new position budgeted for FY 2015 / 2016 in his department. All in favor; Motion carried 5-0.

### **City Clerk – Charlotte Pierce**

*Christmas on the Coast Update* – Clerk Pierce shared that interest is growing in the parade and asked that Commissioners get with her on their availability for the parade.

*Auto Accident Repair Bill – Request for Payment:* No action was taken on the request as further information has been requested concerning insurance from the auto owner.

Clerk Pierce shared that Full Moon Climbs for the lighthouse will be November 25<sup>th</sup> and December 24<sup>th</sup>, 2015.

### **Citizens to be Heard**

Letha Mathews wants to place a large Christmas tree in the vicinity of 202, 204, and 206 MLK Boulevard and asked for assistance in getting electricity to the site. John Grantland is to review the site for options.

Amy Rogers asked about the road paving for Garrison Avenue and the possibility of extending Garrison Avenue to Avenue A. Mr. Anderson advised that the SCOP Money being used for Garrison Avenue is for resurfacing only. It was also noted that the land between First Street and Avenue A is owned by the St. Joe Company.

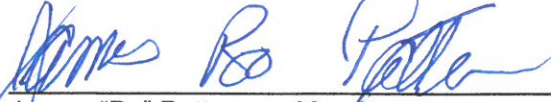
### **Discussion Items by Commissioners**

*Commissioners Buzzett, Ashbrook, Thursbay nor Mayor Patterson* had anything to discuss.

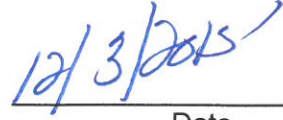
Commissioner *McCroan* asked that Mr. Anderson check with the citizen making the request for their repair bill to be paid to see if they have insurance and what their deductible is.

A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to adjourn the Meeting at 7:21 P.M.

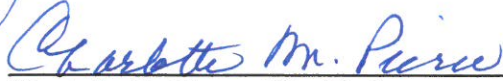
Approved this 1<sup>st</sup> day of December 2015.



James "Bo" Patterson, Mayor



Date



Charlotte M. Pierce, City Clerk



Date