

# **MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT 2775 GARRISON AVENUE, February 16, 2016, 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**

Mayor Patterson offered Congratulations to the Port St. Joe Jr. – Sr. High School's Girls Basketball Team, known as the Lady Tiger Sharks, for reaching the 2016 FHSA Class 1A Girls Basketball Championship finals in Lakeland.

## **Minutes**

A Motion was made by Commissioner Ashbrook, second by Commissioner McCroan, to approve the Minutes of the Regular Meeting on February 2, 2016. All in favor; Motion carried 5-0.

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

*Landscaping Phase V JPA: Resolution 2016-03, Contract, Joint Participation Agreement –*

A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, to adopt Resolution 2016-03. All in favor; Motion carried 5-0.

A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to approve the contract with Gaskin Contractors Landscape Division LLC in the amount of \$32,171.00. All in favor; Motion carried 5-0. Commissioner Thursbay requested that records be kept to document that work was done in a timely manner.

A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to approve the FDOT Roadside Beautification Assistance Joint Participation Agreement. All in favor; Motion carried 5-0. It was noted that FDOT increased their match to that of the low bid.

Mr. Kennedy shared that work is progressing nicely on Sleeping Beauty in Core Park and that work is starting on the Maddox House.

## **CITY ATTORNEY – Tom Gibson**

*ASCAP Licensing* – Mr. Gibson shared that a Hold Harmless paragraph needed to be added to all City Leases to cover this item.

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

### **Old Business**

*Frank Pate Park Sign Request – TDC:* Kelli Jackson, representing the TDC, shared the new sign proposal with the Commissioners. The Board had a number of questions and asked that Ms. Jenkins attend a Commission meeting. Mr. Gibson noted that there appears to be a difference in interpretation of several rules and asked that a meeting be held to resolve these issues.

*Patton Park Lots Update* – Mr. Anderson noted that the first lot had sold and the closing was completed last Friday. Proceeds of \$40,790.78 will be returned to the BP Funds. A letter is being sent to Duke Energy giving them 45 days to remove their poles from the property.

*102 Stone Drive Update* – Mr. Gibson shared that Jim Ayotte, Executive Director of the FL Manufactured

Housing Association, is working with the finance company on this matter.

*City Commission Chambers Sound System* – The sound system has been installed and Mr. Anderson thanked Commissioner Ashbrook and John Grantland for their help with the installation.

### **New Business**

*RFP 2016-01 Wastewater Treatment Plant AC Unit (Handout)* – A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to accept the bid of Philco in the amount of \$5,875.53. The Motion carried 4-0 with Commissioner McCroan refraining from voting. It was noted that Commissioner McCroan did not have any involvement with the preparation of the scope or specs for the bid. (See attached Form 8B Memorandum of Voting Conflict)

*RFP 2016-02 Rebid of Phase II Water Project Materials (Handout)* - A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to Table this issue so Staff can talk with the State Revolving Fund. All in favor; Motion carried 5-0. This is the second time the project has been bid and only one bid has been received each time.

*Fee Waiver Request – Forgotten Coast Warrior Weekend:* A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to approve the Fee Waiver Request. All in favor; Motion carried 5-0.

**Public Works – John Grantland** shared that material for the Boardwalk project should be in this week.

Mayor Patterson thanked Mr. Grantland for resolving an issue for him.

**Surface Water Plant – Larry McClamma** was out due to illness. Mr. Anderson noted that Burnett Lime Company will be on site this week to install the Lime Pre-treatment System.

**Wastewater Plant – Lynn Todd** advised the Commission there had been some roofing lost on the Motor Control Building and it needs to be replaced. Quotes must be obtained for this project.

Ms. Todd shared that an invoice had been received from Duke Energy for repairs made to an overhead line on County Road 382 that was hit by the City's Sidehill Mower. Staff will review the invoice.

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

*Golf Cart Crossing Update* – Mr. Smallwood is working on a re-submittal of the application. He does not feel that all is lost and has been assured that the application will go up the chain of command for review.

**Code Enforcement** - Mr. Burkett's report was reviewed. No action was required. Mayor Patterson noted there had been an increase in the number of Waste Violations and that Mr. Burkett is working very hard on all violations.

**Police Department – Chief Herring** shared about the Project Child Safe Program that the Police Department is supporting. The program provides gun locks for residents. Owen Grantland passed out gun locks to each Commissioner and Chief Herring encouraged citizens to stop by the Police Department to pick up gun locks for their guns.

Commissioner Thursbay expressed his appreciation to Chief Herring for the many improvements that have been made in the Police Department since Mr. Herring became the chief. Other Commissioners echoed Commissioner Thursbay's thanks and noted their appreciation also.

### **City Clerk – Charlotte Pierce**

*SSGT Clifford C. Sims Memorial Park Dedication Update:*

Clerk Pierce share that everything is on go for the dedication Friday. Mr. Grantland confirmed that the new

sign is in and will be installed for the dedication.

Commissioner Thursbay thanked Mrs. Pierce for the work that has been done on the dedication.

### Citizens to be Heard

*John Parker* asked if something could be done to have reciprocating agreements for the boat launches at Mexico Beach and in the City of Port St. Joe.

*Curtis Little* discussed an accumulation of trash around his building and asked the City to help resolve the issue. Code Enforcement Officer Richard Burkett had met with Mr. Little earlier in the day and Staff will meet with Mr. Little Wednesday to determine a plan of action. The City will pick up a chair that was left, unsolicited, for Mr. Little.

### Discussion Items by Commissioners

*Commissioner Buzzett* shared that Mexico Beach was looking for a secondary water source and asked that Staff, Preble Rish representatives, and Mexico Beach officials discuss the possibility of the City being the supplier for the City of Mexico Beach.

*Commissioner McCroan* announced that he will not be seeking re-election to the City Commission Group IV seat but will be running for Commissioner of District 5 in Gulf County. The Board thanked Commissioner McCroan for his service to the Board and wished him well in this new endeavor.

He also asked about the possibility of a meeting with Mr. Butler and County Staff concerning the paving of Long Avenue.

*Commissioner Ashbrook* did not have anything to discuss.

*Commissioner Thursbay* noted that he was proud of the girls' basketball team and their chance to play for the state title.

*Mayor Patterson* has received calls about the inability of drivers to see the lines on a number of City roadways. Mr. Grantland is to request prices to see what options are available to replace the lines.

Don Butler, Gulf County Administrator, has requested that a formal letter be sent to the Board of County Commissioners to establish a meeting with them.

Several citizens have contact Mayor Patterson about the possibility of a fish cleaning station at Frank Pate Park. He asked that this be put on the next agenda.

Mayor Patterson asked about the cutting of underbrush on the City property located near the Methodist Church. Tom Spragg questioned the need for removing anything from the area. Mr. Anderson shared that the program that provided the property requires that the area be kept clean.

A Motion was made by Commissioner McCroan, second by Commissioner Ashbrook, to adjourn the Meeting at 6:43 P.M.

Approved this 1<sup>st</sup> day of March 2016.

  
James "Bo" Patterson, Mayor

3/2/2016  
Date

  
Charlotte M. Pierce, City Clerk

3/3/16  
Date