

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, April 5, 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

Minutes

A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to approve the Minutes of the Regular Meeting on March 15, 2016, Joint City / County Workshop of March 23, 2016, and the Special Meeting of March 29, 2016. All in favor; Motion carried 5-0.

Proclamation – National Library Week

Mayor Patterson presented a Proclamation for National Library Week to Gulf County Public Library representatives Sheila Mahlkov, Mary K. Carpenter and Bobby Johnson.

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

Mr. Kennedy shared of his joint undertaking with the Gulf County Chamber of Commerce Executive Director, Roni Coppock, to improve parking on Reid Avenue. He established Tuesday, April 12, 2016, at noon, as the date to have an onsite Workshop with the PSJRA to determine the trees that need to be removed from Core Park; noted that the \$125,000 historical grant the City obtained from the state will expedite work on the Cape San Blas Complex, and shared that the stage at Core Park will be relocated as recommended by professionals.

CITY ATTORNEY – Tom Gibson

102 Stone Drive Update – There was nothing new to report on this issue.

Competitive Florida Meeting – The first annual Competitive Florida meeting will be held in Port St. Joe on May 5th and 6th.

Commissioner Thursbay requested information be provided on the 501 C (3) entity responsible for the Port Theatre. Mr. Gibson will provide this information.

CITY MANAGER'S REPORT – Jim Anderson

Old Business

Patton Park Lots Update – The closing for the front two lots is scheduled for next week.

STAC House Flooring – Commissioner Thursbay: A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to rescind the previous Motion for floor covering and asked that City Staff get three quotes for commercial carpet. All in favor; Motion carried 5-0.

Water Plant Security – Commissioner Ashbrook: A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to request bids for an affordable security gate. All in favor; Motion carried 5-0.

Mexico Beach / Port St. Joe Back-up Water Source – Commissioner Buzzett shared that talks are still continuing but did not have any new information to be shared.

Centennial Building Roof – Commissioner Buzzett: After discussion, it was decided that City Staff will contact professional roofers about the issues with the leaking roof.

Danny Bolden, Letter of Support Request – Mayor Patterson: A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to provide a Letter of Support to the North Port St. Joe Project Area Committee to engage WIM Associated, Inc., to provide consulting services to assist the North Port St. Joe Community in the implementation of redevelopment activities. All in favor; Motion carried 5-0.

Catholic Church Vacant Lot – Mayor Patterson: The Mayor continues to receive calls concerning the condition of the lot, feral animals living there, and the possibility of the animals carrying debilitating diseases. City Staff was directed to contact the church concerning having the area improved.

New Business

Purchasing Policy – A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to approve the revised Purchasing Policy. All in favor; Motion carried 5-0.

Auto Repair Bill – A Motion was made by Commissioner McCroan, second by Commissioner Thursbay, to pay only the repair bill in the amount of \$1,271.00. This does not include a rental vehicle as that request was denied. All in favor; Motion carried 5-0.

4th of July Fireworks – City Staff was directed to write a letter requesting \$10,000 from the Gulf County TDC for fireworks.

16th Street Park – Commissioner McCroan shared that he had received a request to rename the 16th Street Park the Tom Parker Park. A Motion was made by Commissioners McCroan, second by Commission Thursbay, to rename the park. All in favor; Motion carried 5-0.

7th Street Lot Survey – Commissioner Thursbay: A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to have Dewberry-Preble-Rish survey the lot at the West end of 7th Street. All in favor; Motion carried 5-0.

Fee Waiver Request – Tia Kilpatrick: A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, to grant the Fee Waiver for use of Peters Park on May 30, 2016. All in favor; Motion carried 5-0.

Public Works

Debris Laydown Yard Pad - Mr. Grantland was absent and Mr. Anderson explained that approximately 1/3 of the debris has been removed, another 1/3 has been mulched and the remaining 1/3 needed to be disposed of. The company handling our debris removal has asked the City to consider building a concrete pad, approximately 200' x 85' x 6", to reduce the amount of dirt in the debris.

Surface Water Plant – Larry McClamma

2015 Water Quality Report did not report any violations. This information is on our City website, hard copies are available at City Hall, and how to receive the report will be on the water bills in April, May, and June.

Mr. McClamma shared that the Lime System is operating well.

Wastewater Plant – Lynn Todd shared that the Disc filtration System is down; the pond is okay but spraying will need to begin to provide more space in the pond, and there are no Algae issues at the present time.

City Engineer - Clay Smallwood, III,

Golf Cart Crossing Update – Mr. Smallwood has had positive talks with FDOT, additional information has been provided as requested and he is encouraged with the progress that is being made.

SCOP Grant Application – A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to submit an application for road work to be done on 8th Street between Woodward and Marvin Avenues. All in favor; Motion carried 5-0.

Code Enforcement – Mr. Burkett's report was reviewed but no action was required.

Police Department – Chief Herring requested that 7 lap top computers be declared surplus and be donated to Faith Christian School. A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to declare the lap tops as surplus and donate them to Faith Christian School. All in favor; Motion carried 5-0.

Make / Model	Property Number	Under Battery Serial Number	Service Tag Number
Dell Latitude D630	0376	CN-0KU184-12961-89C-4774	CW9GKH1
Dell Latitude D630	0553	CN-0KU184-12961-89C-2443	JW9GKH1
Dell Latitude D630	0381	CN-0KU184-12961-89C-4699	DW9GKH1
Dell Latitude E6430 ATG		CN-0DV71K-12961-31R-00E2-A00	6R08CW1
Dell Latitude	0554	CN-0CD0GX-12961-219-0008-A02	4Z1P6R1
Dell Latitude	0384	CN-0CD0GX-12961-215-000C-A02	CBVG6R1
Dell Latitude	0383	CN-0CD0GX-12961-215-000D-A02	BRTG6R1

Chief Herring also requested that 8 bullet proof vest (4 are over 5 years old and the other 4 are over 10 years old) be declared surplus and donated to Armor of God. A Motion was made by Commissioner McCroan, second by Commissioner Buzzett, to declare the 8 bullet proof vest surplus and donate them to Armor of God. All in favor; Motion carried 5-0.

Thursday, April 7, 2016, from 5:30 P.M. until 7:00 P.M., will be "Sweet Tea with the Chief" at Bin4Eleven. Chief Herring invited the community to come visit with the Port St. Joe Police Department, meet the staff, and share your concerns with them.

City Clerk – Charlotte Pierce shared that the qualifying time for the upcoming election has closed. Commissioner Rex Buzzett was reelected as Commissioner Group IV without opposition. Brett Lowry, Letha Mathews, Christy McElroy, and Nathan Peters, Jr., will be vying for Commissioner Group III as the current Commissioner Group III representative, Phil McCroan, is vacating the seat to run for Gulf County Commissioner, District 5.

The Primary Election for the City of Port St. Joe will be held on Tuesday, May 10, 2016, at the Fire Station and the polls will be open from 7:00 A.M. to 7:00 P.M. Should a Run Off Election be necessary, it will be held on Tuesday, June 14, 2016. Swearing in of the new and returning commissioners will be on Tuesday, June 21, 2016.

Citizens to be Heard – No one from the Public addressed the Commission.

Discussion Items by Commissioners

Commissioner Buzzett thanked the citizens for allowing him to serve another 2 years and noted he would continue to work hard for the City.

Commissioner McCroan did not have anything to share.

Commissioner Ashbrook offered his congratulations to Commission Buzzett for being reelected without opposition.

Commissioner Thursbay requested that Staff purchase letters that can be used on the sign at the intersection of Highways 71 and 98.

Mayor Patterson did not have anything to discuss.

Mr. Anderson announced that City Hall has 16 CPU desk top computers that are 5 years old and are available to a 501 c (3) or governmental agency that could use them.

A Motion was made by Commissioner McCroan, second by Commissioner Ashbrook, to adjourn the Meeting at 6:58 P.M.

Approved this 19th day of April 2016.

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

4/21/2016
Date

Charlotte M. Pierce
Charlotte M. Pierce, City Clerk

4/20/2016
Date