

August 2, 2016

**Regular Public Meeting
6:00 P.M.
2775 Garrison Avenue
Port St. Joe, Florida**



City of Port St. Joe

Bo Patterson, Mayor-Commissioner
William Thursbay, Commissioner, Group I
David Ashbrook, Commissioner, Group II
Brett Lowry, 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.

2775 Garrison Avenue

Tuesday August 2, 2016

Call to Order

Consent Agenda

Minutes

- Regular Commission Meeting 7/19/16
- Workshop Meeting 7/26/16

Pages 1-3

Page 4

PSJRA

- Update

City Attorney

- Update

Old Business

- Road Bond Money- Long Ave. Options
 - Engineering Task Order
- Propane Gas Vehicles- Mayor Patterson
- 2016/2017 Budget- Update
- Park Improvements- TDC Funding

Page 5

New Business

- Audit Report- Ben Vance
- First United Methodist Church- STAC House Rental
- Listing Renewal- Patton Park
- Wardridge Bldg. Proposal
- Bid Award- RFP 2016-05 Surplus Property
- Lake Fountain Pumps- Comm. Thursbay

Pages 6-7

Pages 8-9

Public Works

- Hwy 71 & 98 Waterline Replacement- Update

Surface Water Plant

- Update

Waste Water Plant

- Request to Bid- Turbine Pump

City Engineer

- Golf Cart Crossing- Update
- NFWFMD Grant Application
- Projects Update
 - Garrison Ave. Paving
 - 6th & 7th Street Drainage

Pages 10-11

- Frank Pate Park Boat Ramp Improvements
- Keepers Quarters

Code Enforcement

- Update

Page 12

Police Department

- Update

City Clerk

- Update

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 AT
2775 GARRISON AVENUE, July 19, 2016, AT 6:00 P.M.**

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

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to approve the Minutes of the Regular Meeting on July 5, 2016, and the Special Meeting of July 13, 2016. Motion carried 5-0.

Port St. Joe Redevelopment Association (PSJRA) - Bill Kennedy did not attend the meeting and there were no updates.

CITY ATTORNEY – Tom Gibson did not have anything to update the Commission on.

CITY MANAGER'S REPORT – Charlotte Pierce for Jim Anderson

CDBG Grant Application Update – Bruce Ballister: After discussion by Mr. Ballister and the Commission, a Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to send a Letter of protest to Ms. Taylor Teepell, Director of Community Development, Florida Department of Economic Opportunity and Roger J. Doherty, CLEP Planning Manager, Florida Department of Economic Opportunity to protest the imposing of a one hundred point penalty in the DEO's review of the CDBG Grant Application. All in favor; Motion carried 5-0.

Digital Sign – Mayor Patterson: The Mayor shared that for now, the sign issue is going away.

Propane Gas Trucks – Mayor Paterson: Prior to the next Commission meeting, Mayor Paterson will talk with Stuart Shoaf and ask that a presentation be made on Propane Gas Vehicles to the Commission.

New Business

Fireworks Committee – Commissioner Ashbrook: Efforts are ongoing to establish the Committee and Commissioner Ashbrook agreed to serve as Chairman of the Committee.

Road Abandonment – Commissioner Ashbrook: After discussion, it was agreed to leave the parcel as is. Attorney Gibson disclosed that he has a Conflict of Interest when dealing with either Dewey and Patty Blaylock or Mark and Kaye Haddock.

Flood Insurance Update – Commissioner Lowry: A lot of changes will be forthcoming with the Flood Map of the City. Commissioner Lowry noted that a large number of homeowners in the City that have a mortgage on their homes will be impacted by this change. Properties that are currently in Flood Zone X will be moved to Zone A, and there will also be a change in elevations. Gulf County will be hosting a meeting on August 9, 2016, from 4 P.M. to 7 P.M. for residents to view the maps and ask questions.

Spa Pur – Zack Ferrell: Information was provided by Mr. Ferrell showing damages to his business on January 19, 2016. A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to compensate Mr. Ferrell \$1,020 for his losses. All in favor; Motion carried 5-0.

Listing Renewal – Patton Park: The current contract with Burke and Company will expire this month. A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to follow the Minutes of

the January 19, 2016, Meeting and contract for the next 6 month with the Real Estate Company that offered the second lowest commission fee. Motion carried 4-0 with Mayor Patterson, Commissioners Ashbrook, Buzzett, and Thursbay voting in favor of the Motion and Commissioner Lowry abstaining due to the fact that his primary residence is listed for sale with the realtor. Form 8B for Commissioner Lowry is attached as Exhibit A.

Commissioner Ashbrook provided handouts of City property that he would like to consider as property that could be listed for sale.

Public Works – John Grantland shared that Phase III Water, which extends from Highway 71 to Tenth Street on Monument Avenue and Long Avenue to Highway 98 will begin this week. The Intersection of Highway 71 (Cecil G. Costin, Sr., Blvd.) and Long Avenue next to Tyndall Federal Credit Union will be closed on Thursday, July 22, 2016, for work.

Repairs to the fishing piers at Clifford Sims Park came in under the bid threshold and consensus of the Commission was to proceed with the repairs. Premier Painting and Remodeling provided the low quote for the project.

Surface Water Plant – Larry McClamma requested that RFP 2016-04, White City Booster Station 10,000 gallon Hydro Pneumatic Tank Renovation, be awarded to the low bidder, U.S. Tank, Inc., in the amount of \$12,750. A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to award RFP 2016-04 to U. S. Tank, Inc. All in favor, Motion carried 5-0.

Wastewater Plant – Kevin Pettis thanked Commissioner Lowry for visiting the plant, noted that two doses of product from Alternative Green Today, LLC, has been applied to the lagoon and spraying of the Spray Fields is underway.

City Engineer - Clay Smallwood, III,

Golf Cart Crossing Update – Mr. Smallwood noted that the Golf Cart Crossing Permit should be mailed to the City. If it is not received shortly, Mr. Smallwood will follow up on the permit.

NWFWMD Grant Application Options – Applications are due by August 10, 2016. Staff will review the options for downtown and the CDBG Grant prior to the next meeting and make a recommendation at that time.

Project Updates:

Highways 71 & 98 Waterline Replacement – As discussed earlier in the meeting, work has begun on this project.

Garrison Avenue Paving – Plans are being provided to FDOT. This project will cover from Highway 71 (Cecil G. Costin, Sr., Blvd.) to Sixteenth Street. Mr. Smallwood feels that the project should be ready to go in 30 days.

Road Bond Money – Long Avenue Options: A Workshop will be held on Wednesday, July 27, 2016, at Noon in the Ward Ridge Building to discuss the project. Gulf County Commissioners Jerry Barnes and Sandy Quinn will be asked to meet with the Commissioners to discuss the Water, Sewer, and Road issues with this project.

6th and 7th Streets Drainage – There is an Easement on this property and City Staff needs to review this before the property at the end of Seventh Street is considered for sale.

Frank Pate Park Boat Ramp Improvements – This is currently under design.

Keepers Quarters – A building official will be checking both quarters next week.

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

Police Department – Chief Herring

Commissioner Thursbay commended Chief Herring for the heroism displayed by Officer Ricky Tolbert when removing a person from a wrecked vehicle recently. The car had overturned, was in several feet of water, and one of the occupants had a broken back. Officer Tolbert reacted quickly to render first aid without regard for his on personal safety.

Chief Herring thanked the community and the Star News Paper for their support and encouragement during this time of attacks on various police officers throughout America.

City Clerk – Charlotte Pierce

Mrs. Pierce did not have anything to share with the Commission.

Citizens to be Heard –

Jobie Barfield shared his concerns about political signs being removed by the City's Code Enforcement Officer. After discussion, the consensus of the Commission was to disregard their Sign Ordinance and allow signs to remain in place until five days after the November Election.

Barbara Radcliff asked that the Commission enforce their Ordinances concerning Sandwich Boards in the islands on Reid Avenue and the removal of signs from the building when a business closes.

Discussion Items by Commissioners

Commissioner Thursbay did not have anything to discuss.

Commissioner Ashbrook did not have anything to share.

Commissioner Lowry advised that Gulf County has requested the PACES Foundation have representation at their next meeting to discuss the low income housing project. He asked that they also be invited to attend a meeting in August with the City Commission.

Commissioner Buzzett welcomed Ken Murphy back as he has been absent for several months due to health issues.

Mayor Patterson also welcomed Mr. Murphy back and wished him continued good health.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to adjourn the Meeting at 7:25 P.M.

Approved this _____ day of _____ 2016.

James "Bo" Patterson, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

**MINUTES OF THE WORKSHOP MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 Garrison Avenue, July 27, 2016, at 12 Noon.**

The following were present: Mayor Patterson, Commissioners Ashbrook, Buzzett, Lowry, and Thursbay. City Manager Jim Anderson, City Clerk Charlotte Pierce, Public Works Director John Grantland, City Engineer Clay Smallwood and Attorney Tom Gibson were also present.

Gulf County Commissioners Jerry Barnes, Sandy Quinn, as well as County Attorney Jeremy Novak, and County Administrator Don Butler were also present.

The purpose of the meeting was to discuss the Road Bond money to be used for Water, Sewer, and paving on Long Avenue.

There is \$1,050,000 available for the project. The main focus will be new Water lines from First Street to the Shark Tank and rehab of Sewer lines from First to Eighth Streets and paving from First Street to Madison Street. There is an anticipated shortfall of funds of approximately \$120,000. In order to eliminate cutting the road once paving is completed, sewer points and slip lines will be used in the bad areas.

Staff will begin working on the project and formal action will be taken at the August 2, 2017 City meeting.

Mr. Gibson updated the Commission on the Lagoon Study and Eastern Shipbuilding. He and Attorney Harrison are working on the project.

Citizens to Be Heard

No one wished to address the Commission.

Commissioner Comments

None of the Commissioners had any comment.

Motion to Adjourn

A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to adjourn the Meeting at 12:37 P.M.

Approved this _____ day of _____ 2016.

James "Bo" Patterson, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

Zimbra

janderson@psj.fl.gov

proposal to city council / David Lane

From : David Lane
<dmlane125@yahoo.com>

Tue, Jul 26, 2016 11:19 PM

Subject : proposal to city council / David Lane

To : janderson@psj.fl.gov

Reply To : David Lane
<dmlane125@yahoo.com>

Greetings,

My name is David Lane; Licensed Funeral Director and Embalmer ; Fla. License # F069036

For several years now I have had a vision of starting a funeral home in Port St. Joe and have seen the building at 2775 Garrison Ave. used for that purpose. Coming from a family that owns and operates Funeral Homes in Marianna, Huntsville ,Al and Eufaula, Al., and I myself having been In the funeral business since 1991, I believe that I have the capability of venturing out into my own Funeral establishment. Presently, I work with The Wilson Family at Wilsons Funeral Home in Panama City having previously worked 4 years at Heritage Funeral Home in Callaway, I have met and developed relationships with families in Port St. Joe.

Port St. Joe deserves, and is in need of an up to date funeral home that they can come to in their time of loss of a loved one. Families shouldn't have to travel 30-60 miles out of town to find a funeral home to help them in time of need.

I don't want to leave out the fact that my wife grew up in Port St. Joe, graduated PSJ High School in 1987 and still has her family, working, teaching and worshipping In Port St. Joe , which I feel would be of comfort to you ; the board of commissioners as well as the families that I have not met , that I'm not a complete stranger to the area. I do not wish to just put my name on the building and hope I get the opportunity to be of need to a grieving family , I wish and desire to be a servant to the community becoming the Funeral Director and establishment that families know they can come to when they are at one of the lowest times in their

6

lives.

Having said all that , I would like to make my offer of \$180,000.00 to purchase the property at 2775 Garrison Ave. or lease the property with intent/ option to buy .Improvements would be made to both the interior and exterior to improve its condition as well as adding to its efficiency as a funeral home. I can be reached at 850-814-2767 or by mail: David Lane, 841 Miles Dr. Panama City,Fl. 32404

Thank you ,

David M. Lane

City of Port St. Joe
Auction Property Bid Form
July 2016

Bidder Information:

Name:

Ike P. Mincey

Address:

P.O. Box 1043
Mendenla Fl. 32465

Phone:

850-~~850~~ 340-0847 cell

Item Number:

PM 2016-9

Description:

2006 Bobcat Mini Excavator

Bid Amount:

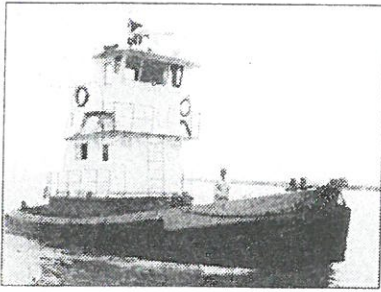
\$5,500.00

Signature:

Ike P. Mincey

Date:

7/25/16



Townsend Marine

• MARINE CONSTRUCTION
• BARGE/Crane/WELDING SALVAGE

Captain Jim Townsend
TUG & BARGE

Attention: Surplus sales Admin.

Please accept this bid of
one vehicle

1 - KIA. Sportage - Total Bid 325⁰⁰

Thank you for assistance

Jim Townsend

Contact: 850-899-8695

9

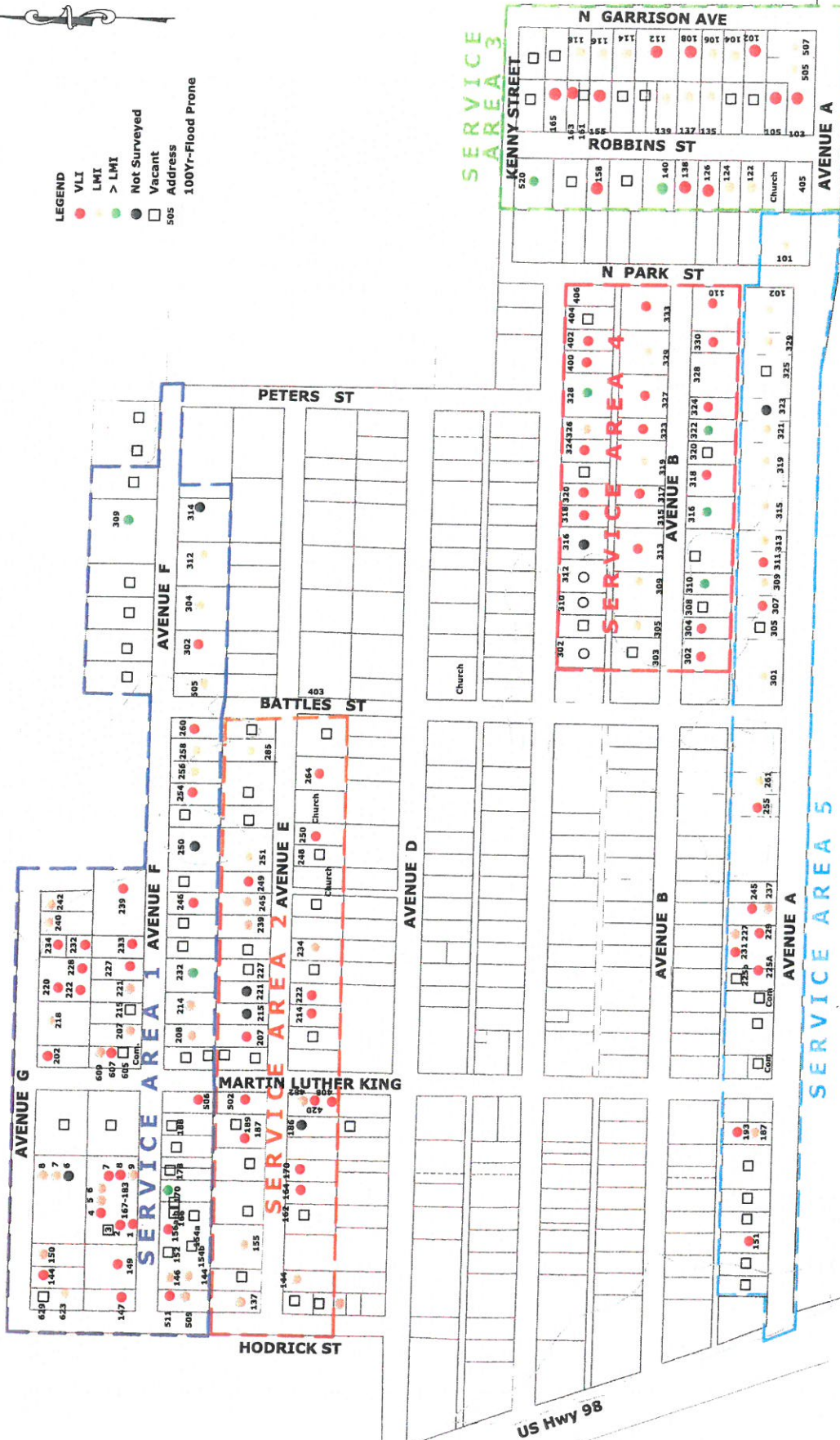
North Port St Joe CDBG Project

City Cost Estimate

| Sheet Number | Material Cost | Bore Cost | Section Total Cost |
|---------------|---------------------|---------------------|---------------------|
| C1 | \$62,420.00 | \$52,260.00 | \$114,680.00 |
| C2 | \$23,090.00 | \$32,540.00 | \$55,630.00 |
| C3 | \$17,680.00 | \$13,580.00 | \$31,260.00 |
| C4 | \$31,631.00 | \$52,200.00 | \$83,831.00 |
| C5 | \$7,365.00 | \$12,500.00 | \$19,865.00 |
| Totals | \$142,186.00 | \$163,080.00 | \$305,266.00 |



- LEGEND**
- VLI
 - LMI
 - > LMI
 - Not Surveyed
 - Vacant
 - Address
 - 505
 - 100Yr-Flood Prone



Code Enforcement 2016 Activity
As of 7/28/2016

| | Open | | Closed | | Total | | Increase | |
|-----------------|-------|----|--------|-----|-------|-----|----------|----|
| Unlawful | | | | | | | | |
| Accumulation | 47 | | 154 | | 201 | | 9 | |
| Substandard | | | | | | | | |
| Structure | 9 | | 2 | | 11 | | | |
| Abandoned | | | | | | | | |
| Vechicle | 4 | | 10 | | 14 | | | |
| Unlawful | | | | | | | | |
| Sewer | 0 | | 1 | | 1 | | | |
| Land regulation | | | | | | | | |
| Violation | 0 | | 21 | | 21 | | | |
| Business Lic. | | | | | | | | |
| Violation | 0 | | 1 | | 1 | | | |
| Special Master | | | | | | | | |
| Hearings | | | 1 | | 1 | | | |
| Building | | | | | | | | |
| Demolition | 3 | | | | 3 | | | |
| Waste | | | | | | | | |
| Violation | 13 | | 214 | | 226 | | 8 | |
| Sign | | | | | | | | |
| Violation | 0 | | 222 | | 222 | | 23 | |
| | | | | | | | | |
| | Total | 76 | Total | 626 | Total | 702 | Total | 40 |

Richard Burkett August Calendar

| August 2016 | | | | | | |
|------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|------------------|
| ◀ July | | | | | | September ▶ |
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | 1 BURKETT 8-5 | 2 BURKETT 8-5 | 3 OFF | 4 OFF | 5 BURKETT 8-5 | 6 OFF |
| 7 OFF | 8 OFF | 9 OFF | 10 BURKETT 8-5 | 11 BURKETT 8-5 | 12 OFF | 13 OFF |
| 14 OFF | 15 BURKETT 8-5 | 16 BURKETT 8-5 | 17 OFF | 18 OFF | 19 BURKETT 8-5 | 20 OFF |
| 21 OFF | 22 OFF | 23 OFF | 24 BURKETT 8-5 | 25 BURKETT 8-5 | 26 OFF | 27 OFF |
| 28 OFF | 29 BURKETT 8-5 | 30 BURKETT 8-5 | 31 | Notes: | | |