

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, September 6, 2016, AT 6:00 P.M.**

The following were present: Mayor Patterson, Commissioners Buzzett, Lowry, and Thursbay. City Manager Jim Anderson, City Clerk Charlotte Pierce, and Attorney Tom Gibson were also present. Commissioner Ashbrook was absent due to the death of his father-in-law.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, to approve the Minutes of the Regular Meeting on August 16, 2016, the Workshop Meetings of August 12, 2016, August 23, 2016, August 30, 2016, and the Emergency Meeting of September 1, 2016. All in favor; Motion carried 4-0.

Port St. Joe Redevelopment Association (PSJRA) - Bill Kennedy shared that there would be an Open House at the Maddox House, 155 Captain Fred's Place, from 1:00 P.M. until 4:00 P.M. Saturday, September 10, 2016, for visitors to stop by and see the renovations that have been made to the house.

Lighthouse Grant - Architectural Services

A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, for MLD Architects to provide professional Architectural services for the historic Cape San Blas Lighthouse and Keepers' Quarters Renovation and Repairs Project at a cost of \$9,240. All in favor; Motion carried 4-0.

CITY ATTORNEY – Tom Gibson

Sale of City Property:

Ward Ridge Building – No action was taken.

Commerce Park Lot – Mr. Gibson noted that the appraiser has given a verbal value of the property. After discussion, a Motion was made by Commissioner Thursbay, second by Commissioner Lowry, to remove this parcel from the relator and have the City handle the sale. Motion carried 3-1 with Mayor Patterson, Commissioners Thursbay and Lowry voting in favor of the Motion and Commissioner Buzzett voting nay.

CITY MANAGER'S REPORT – Jim Anderson

Old Business

Propane Gas Vehicles – Mayor Patterson

Mr. Anderson noted that additional information has been provided to St. Joe Gas Company as requested but a response has not been received from them at this time.

Day of Prayer – Reverend Tommy Dwyer, September 12, 2016, at 7:00 P.M.: Reverend Dwyer reminded the Commission of the Day of Prayer and encouraged participation from the community.

2016 / 2017 Budget Update - Mr. Anderson reminded the Commission that the First Public Hearing for the Budget will be held tomorrow at 5:01 P.M. at the Ward Ridge Building. Mayor Patterson and the Commissioners expressed their appreciation to the City Staff for all the work that has gone into the Budget preparation.

TDC Funding for City Parks – A Motion was made by Commissioner Thursbay, second by Commissioner Lowry, to purchase 4 pumps with the \$10,000 provided by the TDC. All in favor; Motion carried 4-0. The funds must be expended this month to receive reimbursement from the TDC.

Commissioner Lowry asked that the Record reflect that this money is Bed Tax Money that has been collected by the TDC.

Commissioner Thursbay requested the Record reflect that City gives the TDC over \$100,000 in Bed Tax money collected in the City Limits.

City Uniforms – A Motion was made by Commissioner Buzzett, second by Commission Lowry, for the City to purchase uniform pants and shirts for the Public Works, Surface Water Treatment Plant, and Wastewater Treatment Plant employees this fiscal year. Motion carried 3-1 with Mayor Patterson, Commissioners Buzzett and Lowry voting in favor of the Motion and Commissioner Thursbay voting nay. Commissioner Thursbay's nay vote was because he felt the employee's name should be on their uniform.

Business Licenses Application - 507 Tenth Street – Whatley Funeral Home:

Chad and Lacey Mack expressed their concerns about the adverse effect a funeral home would have on their property. A handout was given to the Commissioners of research that has been done by Mr. and Mrs. Mack.

Casey Whatley and Frank Catalano spoke on behalf of Mrs. Ruby Gilmore who has agreed for parking to be provided on her lot adjacent to the funeral home.

The City Building Department has not been advised of the improvements made to the property and the improvements need to be reviewed by Mr. Creel before more work is done.

Attorney Gibson reminded the Commission that their responsibility is to determine if allowing a funeral home will adversely effect the adjoining property and noted the LDR must be followed.

The Commissioners requested that a certified appraiser give an opinion on the effects a funeral home will have on the adjacent property and that this item be reviewed at the September 20, 2016, meeting.

Mr. Mack asked that Record reflect that the Gulf County Property Appraiser declined to get involved in this issue.

New Business

Traffic Signal Maintenance Agreement – A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, for the City to enter into a Traffic Signal Maintenance Agreement with FDOT. All in favor; Motion carried 4-0.

Joe Company Impact Fees – The Commission requested that a letter be sent to the Joe Company showing the City's record of payment and offering to discuss any items in question.

Charitable Contributions – Commissioner Buzzett asked that this be placed on the next Agenda as research is still being done on the opportunity.

Fee Waiver Request – Scout Troop 347; St. Joseph Humane Society, and Victory Temple:

A Motion was made by Commissioner Thursbay, second by Commissioner Lowry, to grant the Fee Waiver as requested by each entity. All in favor; Motion carried 4-0.

Public Works – John Grantland

Bid Award RFP 2016-07 (Handout) A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, to award FRP 2016-07 to the highest bidder for each item. All in favor; Motion carried 4-0. A copy of the results is attached as Exhibit A.

Surface Water Plant – Larry McClamma did not have anything to report.

Wastewater Plant – Kevin Pettis

Bid Award RFP 2016-06 – A Motion was made by Commissioner Buzzett, second by Commissioner Lowry, to award RFP 2016-06 to Morrow Water Technologies in the amount of \$14,514. All in favor; Motion carried 4-0.

City Engineer - Clay Smallwood, III,

Golf Cart Crossing Update – Mr. Smallwood will follow up on this with FDOT.

Project Updates:

Garrison Avenue Paving – RFP 2016-08 and RFQ 2016-01 for CEI Services will be opened on September 22, 2016, for this project. Mr. Smallwood anticipates awarding these Bids at the first meeting in October.

6th and 7th Streets Drainage – This is still under review.

Frank Pate Park Boat Ramp Improvements – The Sea Wall Permit is in, they are waiting on the dock permit, the structural design is almost complete, and he anticipates advertising should begin the first week in October.

Keepers Quarters – Mr. Smallwood is waiting for Mr. Creel to inspect the work before signing off on the improvements.

Code Enforcement – Mr. Burkett's report was not discussed.

Police Department – Sgt. Jake Richards did not have any updates for the Commission. He noted that, with the exception of a limb down on Woodward Avenue, there was no damage from the storm.

City Clerk – Charlotte Pierce shared that the FMIT Board has two vacancies on their Board and asked if any of the Commissioners would be interested in serving on the Board. There were no volunteers.

Citizens to be Heard –

Chester Davis, representing the North Port St. Joe Project Area Committee, expressed his concerns about the lack of City representation at their meetings and asked that the Commissioners make more of an effort to be supportive of their endeavors. He also mentioned that there needs to be unity with everyone working together and not referring to town by sections.

Commissioner Buzzett agreed that everyone does need to work together and suggested that the North Port St. Joe designation be dropped and refer to the area within the city limits as Port St. Joe.

Letha Mathews asked if the PACES Project had fallen through. Mayor Patterson assured her that things were moving forward and signs of progress should be seen shortly.

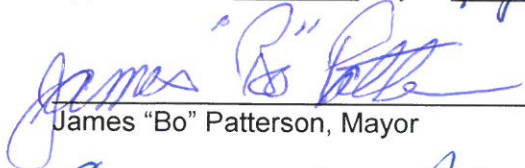
Discussion Items by Commissioners

Mayor Patterson, Commissioners Buzzett, Lowry, and Thursbay each expressed their appreciation to Staff for their efforts during the storm. No damage was noted, the Commissioners were appreciative of the work done prior to landfall and the willingness of employees to be available to work.

There were no other issues to be discussed by the Mayor or Commissioners.

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

Approved this 20th day of September 2016.


James "Bo" Patterson, Mayor

9/21/2016
Date


Charlotte M. Pierce, City Clerk

9/21/2016
Date