

**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 1, 2016, AT 6:00 P.M.**

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

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to approve the Minutes of the Regular Meeting on October 18, 2016. All in favor; Motion carried 5-0.

Port St. Joe Redevelopment Association (PSJRA) - Bill Kennedy

Mr. Kennedy shared that the Brick Paver Bid is out for the promenade from Baltzell Avenue to the Lighthouse and a long term Master Plan needs to be developed for the two Lighthouse Keepers' Quarters. The majority of the funds for the FY 16-17 Façade Grants have been expended and he anticipates funding will be depleted before the end of this month for those grants. An additional irrigation zone is needed for the park and hydro seeding of the property will begin when the ground work for the park is completed. The number of trees to be removed for the new stage area in the park has been reduced. Once the trees are removed, stumping will begin and the holes filled.

Commissioner Thursbay requested a copy of the Master Plan for Core Park.

CITY ATTORNEY – Russ Scholz noted the following:

Mr. Gibson has been notified that FDEP will remove the City's request for the Lagoon Study from their list of projects at their November meeting.

No further communication has been received from Attorney Riley Davis who is representing Chad and Lacy Mack in the Whatley Funeral Home License issue.

Mr. Scholz thanked the Commissioners for the opportunity to work with them through the years and stated that due to the declining health of his 93 year old Mother, the need for he and Mrs. Scholz to be traveling, he respectfully declined, as of December 31, 2016, to continue serving as an attorney for the City.

CITY MANAGER'S REPORT – Jim Anderson

Old Business

Non-Departmental Funding – Staff will work on the revision of the current City Water Bill to list the entities the voluntary contributions will be made to. The Commission will determine the percentage for each approved non-departmental entity at a later date.

Boat Ramp Workshop 11/7 at 1:00 P.M. - This has been changed to a Special Meeting to consider other business items.

Tom "Dooder" Parker Park Dedication November 4, 2016, 10:00 A.M. – Mayor Patterson noted that he would be out of town and unable to attend. Staff has everything ready for the dedication.

New Business

Marina Pennington Contract Extension – A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to extend the contract of Marina Pennington. There is \$10,000 budgeted for her contract. All in favor; Motion carried 5-0.

City Attorney Position – Mayor Patterson requested that a proposed RFP be available for the next meeting to advertise for attorney services for the City of Port St. Joe.

Washington Gym – Mayor Patterson noted that costs continue to rise to operate the facility. Mr. Anderson and Kim Bodine will be meeting next week to discuss this issue.

Duke Energy Payment Center – Commissioner Thursbay encouraged any business that could to please contact Duke Energy about the possibility of their business receiving the monthly Duke Energy Payments from citizens.

Centennial Building – Commissioner Buzzett suggested that Staff work with the state agencies to encourage their support of the grant application and should that not be successful, the City should look at the possibility of doing the renovations and repairs to the Centennial Building.

Waterfront Committee – Dr. Nelson and Barbara Eells shared their concerns about the natural habitat surrounding the TDC Building and over to the Frank Pate Park Boat Ramp. All City clearing is suspended until a Workshop is held on this.

Public Works – John Grantland did not have anything to discuss.

Commissioner Thursbay asked if larger STOP Signs could be placed on the bike paths. Mr. Grantland will look into this.

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

Wastewater Plant – Kevin Pettis noted the plant is in standard run mode and he expects the pump that is on order to be here in about two weeks.

City Engineer - Clay Smallwood, III,

Golf Cart Crossing Update – No updates on the permit. Mr. Anderson called today and had to leave a voice message.

Project Updates:

Garrison Avenue Paving – The CEI Qualifications (RFQ 2016-01) are due Friday, November 4, 2016. This will be discussed at the Special Meeting on Monday, November 7, 2016, at 1:00 P.M.

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

Frank Pate Park Boat Ramp Improvements – Plans are being sent to FWC tomorrow.

Long Avenue – Plans are progressing on this water project.

Mr. Smallwood noted that the sewer extension request for Mariner Lane on the Cape is being sent to DEP.

Commissioner Buzzett shared that Mexico Beach officials are interested in expanding the City's Sewer System to Mexico Beach. Numerous details will need to be resolved but he wanted City Staff to be aware of the opportunity.

Code Enforcement - Mr. Burkett's report did not require any action. Mayor Patterson asked about the Avenue C property and Mr. Anderson noted that it is about half cleaned up; 20-30 large bags have been picked up but there is more work to be done.

Police Department – Officer David Graham did not have anything to share from the Police Department.

City Clerk – Charlotte Pierce

Christmas on the Coast will be on Saturday, December 10, 2016. Each Commissioner agreed to participate in the parade.

Mayor Patterson stated he felt Ghosts on the Coast was a great success and thanked those responsible for putting it together.

Citizens to be Heard

Letha Mathews thanked the Police Department for security and safety provided for the children during Ghost on the Coast.

Ms. Mathews also asked about the status of the water lines for North Port St. Joe. Mayor Patterson responded that we are still waiting to hear from the CDBG Funding Cycle. Mayor Patterson also assured Ms. Mathews that the project will be completed one way or another.

Chester Davis of the NPSJ-PAC thanked the City for the use of the Washington Gym for the Community healing service. He also suggested working with groups to bring cultural events to the gym that would be a revenue source for the gym.

Discussion Items by Commissioners

Commissioner Buzzett shared his displeasure with the lack of support this past year of the Wellness Initiative. He asked that this be discussed in Staff, as well as employee meetings, to improve the participation in the program this year and cause the employees to take stock in themselves.

Commissioner Lowry did not have anything to discuss.

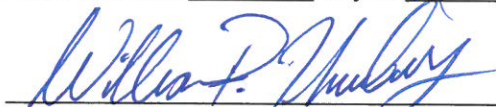
Commissioners Ashbrook noted the PACES Foundation Project is progressing and looking good. He asked about repairs to the Ward Ridge Building as it was his understanding funds from the sale of some property would be used for the repairs. He asked that this be on the next Agenda.

Commissioner Thursbay requested that everyone be thinking about an Employee Appreciation Dinner for this year as he would like to see a time for employees to have a meal together. He asked that a decision be made at the November 15, 2016, meeting.

Mayor Patterson wished everyone a Happy Thanksgiving as he will not be here for the next meeting.

A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to adjourn the Meeting at 7:22 P.M.

Approved this 15th day of November 2016.


William P. Thursbay, Mayor Pro tem

11-16-16
Date


Charlotte M. Pierce, City Clerk

11/16/16
Date