

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, July 6, 2017, 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 Clinton McCahill were also present.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Thursbay, second by Commissioner Lowry, to approve the Minutes of the Special Commission Meeting of June 13, 2017. All in favor; Motion carried 5-0.

PORT ST. JOE REDEVELOPMENT AGENCY (PSJRA)

PSJRA Chairman Rex Buzzett updated the Commission on the PSJRA Meeting held prior to the Commission meeting. He shared the following: The PSJRA approved giving \$20,000 to the North Port St. Joe PAC for a study of rezoning MLK Boulevard; lights are on the way for the lighthouse promenade; parking and power issues in Core Park were reviewed; the CRA sunsets in 2020 and they are considering a one time, 10 year extension request, and noted the Gateway Arch for 4th Street and Highway 98 should be completed in 30 days.

CITY ATTORNEY UPDATE –

Small Scale Plan Amendment Ordinance 533 – Zoning Change Request for Knowles Avenue, Parcel 04865-005R from R-1 to R-3 Kelli Newman: Public Hearing, 2nd Reading and Consideration of Adoption

Public Hearing – Mayor Patterson asked if anyone from the Public wished to speak on this item. No one from the public wished to speak.

A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to have the Second Reading of Ordinance 533. All in favor; Motion carried 5-0. Attorney McCahill read Ordinance 533 by Title only.

A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, to adopt Ordinance 533. All in favor; Motion carried 5-0.

CITY MANAGER'S REPORT – Jim Anderson

Old Business

Commerce Park Lot Utilities Update – Mr. Anderson noted the proposed buyer has agreed for the City to crush the line in place. Mr. McCahill is working with Premier Chemical to have the easement abandoned so City Staff can crush the pipe.

2017-2018 Budget Update – Mr. Anderson shared the DR420, which provides preliminary Tax Roll numbers for the City's budget has been received from Gulf County Property Appraiser Mitch Burke. Currently, the City's Millage Rate is 3.5914 which would generate \$1,044,702. A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to set the preliminary FY 2017 – 2018 Millage rate at 4.5914 which will generate \$1,335,592. The proposed rate is for planning purposes and the final rate can be reduced but not increased. All in favor; Motion carried 5-0.

Budget Workshops were set for Noon on August 8th, August 22nd, and August 29, 2017.

New Business

Impact Fees – A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, to remove the current 30% reduction in Impact Fee Costs beginning October 1, 2017. All in favor; Motion carried 5-0.

Lighthouse Keepers Quarters – Commissioner Ashbrook asked that Attorney McCahill draft a rental agreement for each keepers' quarters.

Mimosa Avenue Lighting – A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to place the three lights, as recommended by Duke Energy, on Mimosa Avenue at a cost of \$28.15 per month per pole. All in favor; Motion carried 5-0.

Commissioners Thursbay and Buzzett each had several areas that need additional lighting and will provide this information to City Staff.

Planning Board Membership – Mr. Anderson shared that Alice Martin had resigned from the PDRB. Consensus was that 7 members are sufficient for the PDRB and a replacement was not needed.

Police Department Policy & Procedure Manual – Commissioner Ashbrook: A Motion was made by Commissioner Thursbay, second by Commissioner Lowry, to adopt the Police Department Policy and Procedure Manual. All in favor; Motion carried 5-0. The Human Resource Committee met earlier today and consensus was to recommend approval as the document had been reviewed by Attorney Bob Pell. The Commission asked that a letter be sent to State Attorney Glenn Hess thanking him for allowing Mr. Pell to work on the Manual at no cost to the City.

Board Discussion – Commissioner Thursbay: Commissioner Thursbay stated that he would like to be added to the Committee working on the 10th Street Baseball Field Project. He asked that the County be contacted to see if he could be added to the group. City Staff will follow up on this. Commissioner Buzzett currently represents the City on this Committee.

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

Commissioners Thursbay and Lowry thanked Mr. Grantland and his staff for work done during the 4th of July holiday keeping the City presentable.

Commissioner Ashbrook requested an update on the bridge between 18th and 19th Streets. Mr. Grantland is working on this.

Surface Water Plant – Larry McClamma

RFP 2017-05 St. Joe Beach Tank Lid – A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to award the Bid to FL Aqua Store in the amount of \$57,131. All in favor; Motion carried 5-0. The contractor that was originally awarded the bid has withdrawn his bid.

Wastewater Plant – Kevin Pettis noted the Willo Pump has been leaking oil and they are working with the manufacturer. The Grit King has stalled out, Staff is working on this. The filming of the well abandonment has been completed and sent to FL Rural Water for their review as well.

Finance Director – Mike Lacour shared that the Draft Budget is forthcoming. He will notify realtors of the Impact Fee rate increase and will set up a time for Auditor Ben Vance to make his presentation to the Commission.

City Engineer – Clay Smallwood, III

Project Updates -

Frank Pate Park Boat Ramp Improvements – Work is progressing on the South side of the ramp, the sheet metal is in, and timbers for the dock are about 1 month out.

Long Avenue Waters / Sewer / Road Paving – A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to advertise for materials and bores for the Long Avenue Project. All in favor; Motion carried 5-0. The water phase of the project is under review by John Grantland.

Jones Homestead Sewer – Mr. Smallwood anticipates having the permit to DEP in August.

Code Enforcement –

General Update – Mr. Burkett's report was reviewed, no action was required.

Police Department – Chief Matt Herring expressed his appreciation to Pastor Boyd Evans and First Baptist Church for the use of their facility as well as all the agencies and individuals that helped with the Public Safety Day. Chief Herring felt that it was a very successful day.

Chief Herring thanked the Commission for adopting the Port St. Joe Police Department Policy and Procedure Manual tonight. He also noted that State Attorney Glenn Hess allowed Attorney Bob Pell to review the document and expressed his appreciation to both gentlemen for their help. A letter of thanks will be written to Mr. Hess for the help provided by his office.

Commissioner Thursbay offered his gratitude and thanks to the Port St. Joe Police Department, citizens, businesses, and other agencies that have been involved in the search for the missing Alabama young man as a result of the accident that occurred on the 4th of July.

City Clerk – Charlotte Pierce shared that Ms. Loria Phillips of USDA had conducted an onsite audit Monday, July 3, 2017. Ms. Phillips was pleased with her inspection of the records and Incubator Building. The Incubator Building inspection will reoccur every three years since USDA invested money in the building. Ms. Phillips noted that she was closing out the sidewalk and light poles files as of her visit.

Citizens to be Heard –

Cheryl Steindorf representing the Safety and Wellness Committee of the NPSJ PAC shared their concerns about access to doctors, living safely in North Port St. Joe, stated the residents would like to see more Police presence in the evening hours and asked about the criteria for street light placement.

Mr. Anderson shared that the citizens should make a request, the Police Department will look at their request, and it will be sent to Duke Energy for their evaluation.

Ms. Steindorf stated she felt the CDBG Grant was sounding good and thanked Mayor Patterson for attending the Juneteenth Celebration.

Discussion Items by Commissioners

Commissioner Buzzett noted that he was passionate about the 10th Street Ballpark Project and was sorry if any feelings had been hurt over the project. He noted that he represents the City and what is in the best interest of the City.

Neither Commissioners Lowry nor Ashbrook had anything further to discuss.

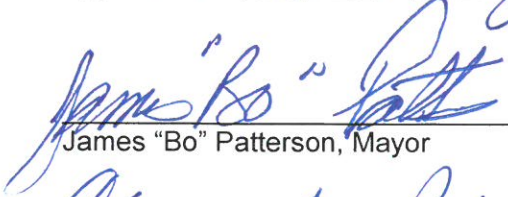
Commissioner Thursbay stated he was not a "Yes man" to anyone, tried to help the under dogs, and would not agree to have the ball fields where children would be left in the woods.

Mayor Patterson shared that he thought the City was working with the County, that the County should help the City, and both entities should work together. He feels that the TDC wants the fifth cent sales tax for marketing.

Commissioner Ashbrook stated he had just received a text from Boyd Pickett asking what the outcome of the Parking Ordinance was. There will be a Special Meeting at City Hall on Monday, July 24, 2017, at Noon to have the Second Reading and Consideration of Adoption of Ordinance 534.

A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to adjourn the Meeting at 7:24 P.M.

Approved this 18th day of July 2017.


James "Bo" Patterson, Mayor

7/18/2017
Date


Charlotte M. Pierce, City Clerk

7/18/2017
Date