

**February 5, 2019
Regular Meeting
12:00 Noon
2775 Garrison Avenue
Port St. Joe, Florida**



City of Port St. Joe

Bo Patterson, Mayor-Commissioner
Eric Langston, Commissioner, Group I
David Ashbrook, Commissioner, Group II
Brett Lowry, Commissioner, Group III
Scott Hoffman, 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
12:00 Noon
2775 Garrison Avenue
Tuesday February 5, 2019

Call to Order

Consent Agenda

Minutes

- Regular Meeting 1/15/19

Pages 1-4

Bldg. Department- Update

PSJRA- Update

City Attorney

- Ordinance 551 Emergency Flood Plain Management Regulations
- Resolution 2019-02, CDBG Procurement Policy (Handout)
- Holland & Knight- Update

Pages 5-7

Old Business

- SRF Funding Request- Hurricane Damage
- Legislative Budget Request
- Trash Service Bids
- MLK Rezoning Update- 3/12 PDRB, 3/19 Commission
- Hurricane Michael
 - FEMA Disaster Recovery Center- City Fire Station
 - Debris Removal Deadline
 - SBA

Page 8

Page 9

Pages 10-15

New Business

- Grant Writer- Comm. Hoffman
- RESTORE Act Pot 3 Money- Comm. Hoffman
- Utility Billing Write-Off Policy- Mayor Patterson

Page 16

Page 17

Public Works

- Update

Surface Water Plant

- Update

Waste Water Plant

- Filter Replacement Panels

Page 18

Finance Director

- Update

City Engineer

- **Langston Drive Sidewalk- Update**
- **Garrison Ave. SCOP Grant Design Task Order**
- **Dooder Parker & Frank Pate Park Task Orders- Update**
- **Trail Lighting- Update**
- **Road Paving**
 - **Update On Current Projects**

Page 19**Code Enforcement**

- **Update**

Page 20**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, January 15, 2019, at Noon.**

The following were present: Mayor Patterson, Commissioners Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Adam Albritton were also present. Commissioner Ashbrook was absent.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to approve the Minutes of the Regular Meeting of December 18, 2018. All in favor; Motion carried 4-0.

Building Department Update – Bo Creel is working with Rebecca Quinn, a consultant with the FL Department of Emergency Management, on the Flood Plain Management Ordinance. His department is handling permits, and has a full staff to handle requests made to the department.

PORT ST. JOE REDEVELOPMENT AGENCY (PSJRA) – Bill Kennedy shared he is working on a sign replacement package for downtown, the contract for the public restrooms on Reid Avenue has been completed, engineers are working on the trail lighting project, and there is a group working to revise the Scope of Work for George Core Park. He noted the need for help in cleaning up the waterfront area of the park. The lights on the lighthouse will remain up until the time change and then be relit on October 10, 2019.

City Attorney –

Ordinance 551 - City of Port St. Joe Flood Plain: Mr. Albritton anticipates having a recommendation on the Ordinance at the February 5, 2019, meeting.

Resolution 2019-01 SRF Funding Request – Hurricane Damage: Mr. Albritton requested that this be moved to the Wastewater Plant Section.

CITY MANAGER'S REPORT – Jim Anderson

Old Business

103 Monica Drive – Health Department Update: Sarah Hines, Gwen Allen, and Zack Hodges shared the limitations of the health department in dealing with this issue and noted they are tasked to deal with removing sanitary nuisances. Unless new issues are presented, they have done all they can do. They did offer to work with the City in any way possible to resolve this issue.

WastePro Contract – Chester Davis stated that WastePro will not raise their prices for the coming year. Loyd Childree and Vic Williams of WastePro shared they are not implementing the 2% CPI for the coming year, that more trucks and employees will be coming on board, and they would like to have their contract renewed.

Commissioners Langston and Lowry shared some of their concerns and issues with WastePro and their service. Mayor Patterson and Commission Hoffman asked about yard debris and the possibility of WastePro handling that for the City. WastePro is to prepare a price package for the City and City Staff is to review the bids that have been submitted to the county.

Hurricane Michael:

FEMA – No one representing FEMA was in attendance.

Debris Removal Deadline January 31, 2019 - Mr. Anderson reiterated the deadline and noted it is for residential pick up only.

SBA – Liliana Tschanett, Public Affairs Specialist with SBA shared that she would be here for a few days and late applications for SBA Loans are being accepted at the public library in Wewahitchka.

New Business

Election Qualifying Fees – Mayor Patterson requested that the possibility of qualifying by the petition method be considered for the City for the election next year. Attorney Albritton is working on a draft ordinance.

RFP 2018-19, 2018-20, 2018-21 Emergency Lift Stations Repairs – A Motion was made by Commissioner Langston, second by Commissioner Lowry, to approve RFP 2018-19, 2018-20, and 2018-21 in the amount of \$417,767. All in favor; Motion carried 4-0.

Lighthouse Keepers' Quarters Roofs – Request to Bid Repairs: A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to request bids for roofs on the two keepers' quarters. All in favor; Motion carried 4-0.

Beaches Sewer System (ESAD) – Commissioner Ashbrook: This was Tabled due to the absence of Commissioner Ashbrook.

Long Term Recovery Consultant – Joint City / County Bid: A Motion was made by Commissioner Lowry, second by Commissioner Langston, to bid this out with the county but to have a separate contract. All in favor; Motion carried 4-0.

Legislative Budget Request – Mr. Anderson requested that the Commission get their thoughts together on what project they want to submit and noted that the request must be in by February 11, 2019.

Mayor Patterson asked that the Clifford Sims Park status be discussed at this time. Bill Little, owner of the Fishing Express, shared that he needed a place to dock his new boat and would appreciate any help the City could give to help him keep his business here.

Public Works – John Grantland

Sixth and Seventh Streets Drainage – A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to advertise an RFP for materials for this project. All in favor; Motion carried 4-0.

Surface Water Plant – Larry McClamma did not have anything to update the Commission on.

Wastewater Plant – Kevin Pettis

Biological Dredging –

Mr. Pettis noted that the Biological Dredging must begin in February and funds from SRF will be used with this project. Sea-Today was the low bidder on the dredging project in the amount of \$426,000. This is a three year contract with the City doing the labor in years 2 and 3. Cost are \$166,000 for year 1, years 2 and 3 \$130,000 each.

Attorney Albritton read Resolution 2019-01 by Title only.

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to adopt Resolution 2019-01 requesting funding assistance from the State Revolving Fund (SRF) for hurricane damage. All in favor, Motion carried 4-0.

Finance Director – Mike Lacour was with FEMA adjusters visiting different sites and unable to be here today.

City Engineer – Clay Smallwood, III

Langston Drive Sidewalk Update – The County has awarded the project to GAC with the Inspection Firm being Southeastern Consulting Engineers. He anticipates the project will begin in the next few weeks.

Trail Lighting Update – This was discussed in the PSJRA Report and the committee is working to provide a revised Scope of Work to the state.

Road Paving – Update on current projects: Roberts and Roberts has not done the work on Eighth Street, Williams Avenue, and the intersection of First Street and Reid Avenue. It is anticipated that work should be started in February.

John Grantland requested that, if there is any funding after these projects are completed, it be directed to Baltzel Avenue between Fifth Street and the tennis courts.

Code Enforcement no action was required.

Police Department – Chief Matt Herring did not have anything to update the Commission on.

City Clerk - Charlotte Pierce

City Election Time Line – Clerk Pierce shared the upcoming City Election Time Line with the Commission.

Citizens to be Heard –

Letha Mathews asked if the Community Garden would be available this year or if it would be 2020 before anything is done. Commissioner Langston responded that he is working on it but the hurricane had pushed all projects back. She also questioned how word would be disbursed concerning voter registration for felons' voting rights being restored. Commissioner Langston shared that he has been spreading the word, but if the felon was on probation or had unpaid fines, they cannot register to vote. The Supervisor of Elections office, local medial, and social media are also being used to make felons aware of the new law.

Jill Bebee, a Master Gardener and member of the St. Joe Garden Club, offered to help the City recover green space, make plant selections for parks, assist with the beautification of the City, help merchants on Reid with planter flower choices, and assist with the North Port St. Joe Garden.

Rex Buzzett commended Commissioner Ashbrook for looking for extra revenue for the City to purchase the beaches (ESAD) sewer. Mr. Buzzett stated that he does not support going out for purchase unless it is at the right price as the City is struggling and does not need any new projects. He noted the pot 3 money might be available for repairing lift stations and sewer in the City rather than something outside of it.

Mr. Buzzett also asked if buildings would be required to be 1' above the base flood elevation. The response was "Yes" and that the Preliminary Flood Maps are currently being used.

Commissioner Hoffman shared that before he would support purchasing the ESAD sewer he would have to know the value of it and that it would need to be a money maker. He noted in 2014 a Cost Analysis was done by Roberson and Roberson and improvements in the amount of \$267,000 would need to be made. He feels that repairs and updates are needed, ESAD has lost 76 customers, and the owner would love to sell. Commissioner Hoffman would require the following items before making a decision on the system: Updated Coast Analysis, Appraisal of the system, and copies of the last 5 years of state inspections of the system. The purchase would be contingent on Restore Pot 3 money being available as the City cannot buy it with our funds, a lift station will be needed, and the sale price is fair and reasonable. He would also want to know if the plant is needed, will it help the City, and is it funded with Pot 3 money.

Mr. Buzzett again cautioned the Commission to go slow and not buy anything right now.

Robert Branch asked if debris would be removed from behind the houses on Marvin Avenue from 10th to 16th Streets. Mr. Grantland responded that debris must be placed beside the road or alley.

Mr. Branch questioned the election qualification fees and stated that he felt that if you were running for office, you should pay the qualifying fee.

Chester Davis asked about the possibility of the NPSJ PAC and the CDC having office space next to the Likely Building at the Washington Gym. Mr. Davis will get a cost estimates to close up the open space.

Chris Brumbaugh shared his frustrations with the continued use of a generator at 103 Monica Drive. Mr. Albritton noted that this is being addressed and cautioned the Commission to use discretion in discussing the issue.

Clair Morris addressed debris in the park and from other homes that have accumulated behind her home.

Discussion Items by Commissioners

Commissioner Hoffman noted that all of his issues have been covered.

Commissioner Lowry did not have anything to discuss.

Commissioner Langston stated he would be meeting with the garden club to see if they could help with the community garden.

Mayor Patterson shared that after doing some soul searching, he will be seeking another term as mayor.

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to adjourn the meeting at 2:10 P.M.

Approved this _____ day of _____ 2019.

James "Bo" Patterson, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

ORDINANCE NO. 551

AN EMERGENCY ORDINANCE BY THE CITY OF PORT ST. JOE, FLORIDA ADOPTING THE FEDERAL EMERGENCY MANAGEMENT AGENCY PRELIMINARY FLOOD INSURANCE STUDY AND PRELIMINARY FLOOD INSURANCE RATE MAPS FOR THE PURPOSES OF ENFORCEMENT OF THE FLORIDA BUILDING CODE AND REGULATION OF FLOOD HAZARDS AREA IN ACCORDANCE WITH THE LAND DEVELOPMENT CODE (SECTIONS 4-17—4-22); PROVIDING FOR APPLICABILITY; SEVERABILITY; AND AN EFFECTIVE DATE.

WHEREAS, the City Commission of Port St. Joe Florida (hereinafter Commission) pursuant to FS 166.041(3)(b) may adopt through an emergency enactment procedure at a regular meeting any ordinance wherein the Commission has declared an emergency exists and that the immediate enactment of said ordinance is necessary; and

WHEREAS, the Commission finds and determines that following the recent devastation and level of destruction to existing structures throughout the City from the effects of the Hurricane Michael storm event that such an emergency exists and the immediacy of its adoption is necessary; and

WHEREAS, pursuant to Florida Statute Chapter 166 the City shall have the power to carry on city government inclusive of the power to adopt its own rules that which are not inconsistent with general or special law and that are designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, pursuant to Florida Statute Chapter 166 the City shall reserve the powers to adopt ordinances necessary for the exercise of its powers and perform acts which are in the common interest of the people of Port St. Joe and exercise all powers and privileges not specifically prohibited by law; and

WHEREAS, the Federal Emergency Management Agency has identified special flood hazard areas within the boundaries of Port St. Joe and such areas may be subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare, and

WHEREAS, the Federal Emergency Management Agency has identified special flood hazard areas within the boundaries of Port St. Joe, Florida and has produced a Preliminary Flood Insurance Study dated May 2, 2016 and Preliminary Flood Insurance Rate Maps; and

WHEREAS, the Commission has determined that it is in the public interest to adopt the Preliminary Flood Insurance Study and Preliminary Flood Insurance Rate Maps which, together with the Effective Flood Insurance Study dated April 16, 2009 and the accompanying Effective Flood Insurance Rate Maps, will be used to regulate development in flood hazard areas.

WHEREAS, the Commission has directed staff to implement the following preliminary FEMA Flood Map designation and flood hazard areas

NOW THEREFORE, BE IT ORDAINED by the City Commissioner of Port St. Joe, in the State of Florida as follows:

SECTION 1. SHORT TITLE.

This ordinance shall be known and referred to as the "Preliminary FIS/FIRM Ordinance."

SECTION 2. STUDY AND MAPS.

For the purposes of enforcing the flood provisions of the Florida Building Code and the laws, rules, and regulation of the City of Port. St. Joe, Florida, the Commission hereby adopts the Preliminary Flood Insurance Study for the City of Port. St. Joe, Florida dated May 2, 2016 and the accompanying Preliminary Flood Insurance Rate Maps and directs such enforcement, together with the Effective Flood Insurance Study for Gulf County Florida and Incorporated Areas dated April 16, 2009, and accompanying Flood Insurance Rate Maps. The more restrictive of the base flood elevations and the more restrictive of the flood zone designations shall prevail.

The Preliminary Flood Insurance Study and Preliminary Flood Insurance Rate Maps shall be used until such time as the Federal Emergency Management Agency reissues the Effective Flood Insurance Study and Preliminary Flood Insurance Rate Maps, at which time the reissued study and maps shall be used.

SECTION 3. APPLICABILITY.

For the purposes of jurisdictional applicability, this ordinance shall apply in City of Port St. Joe, Florida. This ordinance shall apply to all applications for development, including building permit applications and subdivision proposals, submitted on or after the effective date of this ordinance.

SECTION 5. SEVERABILITY.

If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the ordinance as a whole, or any part thereof, other than the part so declared.

SECTION 3. EFFECTIVE DATE.

This ordinance shall take effect on February 5, 2019.

PASSED on first reading February 5, 2019 by two thirds vote.

Adopted on this the _____ day of _____, 2019.

ATTEST:

CITY COMMISSIONS OF PORT ST. JOE,
FLORIDA

By: _____
Charlotte M. Pierce, City Clerk

By: _____
James "Bo" Patterson, Mayor

APPROVED AS TO FORM:

By _____
Adam Albritton, City Attorney

SRF Funding Request

Item Description	Cost
Installation	\$51,700
Control Panels	\$246,270
Lift Station Pumps	\$122,547
Engineering Fee	\$28,600
Biological Dredge	\$83,000
Headworks Pumps	\$103,645

TOTAL \$635,762

Legislative Funding Options

- Lagoon Maintenance Yrs 2 & 3 under our consent order \$260,000
- Centennial Bldg. Repairs due to Hurricane Michael \$500,000
- Dooder Parker, Clifford Sims, & Frank Pate Park Repairs due to Hurricane Michael \$650,000

GULF COUNTY RFP #1819-05

RATE SHEET FOR A FIVE YEAR AGREEMENT

DESCRIPTION OF SERVICE	SUBSCRIPTION SERVICE COUNTY ONLY			SUBSCRIPTION COUNTY AND CITY OF PSJ (ONE PRICE)			CITY OF PORT ST. JOE ONLY/SINGLE PAYER		
	MONTHLY	QUARTERLY	ANNUALLY	MONTHLY	QUARTERLY	ANNUALLY	MONTHLY	QUARTERLY	ANNUALLY
GARBAGE ONLY	20.50	61.50	246.00	18.75	56.25	225.00	13.52	40.56	162.24
GARBAGE AND YARD DEBRIS	24.50	73.50	294.00	22.75	68.25	273.00	17.52	52.56	210.24
GARBAGE/YARD DEBRIS (AT TRANSFER STATION)	24.75	74.25	297.00	26.25	78.75	315.00	17.77	53.31	213.24
TWICE A WEEK PICKUP IN TOURIST CORRIDOR (IN SEASON)	27.50	82.50	330.00	26.25	78.75	315.00	22.87	68.61	274.44
TWICE A WEEK PICKUP IN TOURIST CORRIDOR (YEAR AROUND)	31.50	94.50	378.00	30.75	92.25	369.00	22.87	68.61	274.44
ADDITIONAL CART CHARGE									
64 GALLON	6.00	18.00	72.00	6.00	18.00	72.00	6.00	18.00	72.00
96 GALLON	8.00	24.00	96.00	8.00	24.00	96.00	8.00	24.00	96.00
PERCENTAGE INCREASE 1ST 2 YEAR INCREASE	2%	2%	2%	2%	2%	2%	2%	2%	2%
PERCENTAGE INCREASE 2ND 2 YEAR INCREASE	2%	2%	2%	2%	2%	2%	2%	2%	2%
PERCENTAGE INCREASE 3RD 2 YEAR INCREASE	2%	2%	2%	2%	2%	2%	2%	2%	2%
BEAR RESISTANT CONTAINER	10.00	30.00	120.00	8.00	24.00	96.00	8.00	24.00	96.00
BEAR PROOF CONTAINER	12.00	36.00	144.00	10.00	30.00	120.00	10.00	30.00	120.00
DISCOUNT RATE FOR SENIORS/DISABLED/VETERANS	1.00	3.00	12.00	1.00	3.00	12.00	1.00	3.00	12.00
AMNESTY DAY (EACH ADDITIONAL DAY)	-	-	-	-	-	-	-	-	-
BACK DOOR SERVICE	6.00	18.00	72.00	6.00	18.00	72.00	6.00	18.00	72.00
AMOUNT TO COUNTY FOR OUT OF COUNTY COLLECTION OF DEBRIS GOING TO TRANSFER STATION (PER TON BASIS)	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.50
COMMERCIAL RATES	1X	2X	3X	4X	5X				
2 YARD	55.00	110.00	165.00	225.00	280.00				
4 YARD	110.00	225.00	335.00	450.00	560.00				
6 YARD	165.00	335.00	580.00	675.00	840.00				
8 YARD	225.00	450.00	675.00	900.00	1125.00				
1 CART	25.50	51.00	76.50	102.00	127.50				
2 CARTS	39.50	79.00	118.50	158.00	197.50				
DISCOUNT FOR QUARTERLY PAYMENTS	1.00%	1.00%	1.00%	1.00%	1.00%				
DISCOUNT FOR ANNUAL PAYMENTS	3.00%	3.00%	3.00%	3.00%	3.00%				

DESCRIPTION OF SERVICE	SUBSCRIPTION SERVICE COUNTY ONLY			SUBSCRIPTION COUNTY AND CITY OF PSJ (ONE PRICE)			CITY OF PORT ST. JOE ONLY/SINGLE PAYER		
	MONTHLY	QUARTERLY	ANNUALLY	MONTHLY	QUARTERLY	ANNUALLY	MONTHLY	QUARTERLY	ANNUALLY
GARBAGE ONLY	\$18.25	\$54.75	\$219.00	\$18.25	\$54.75	\$219.00	\$12.02		
GARBAGE & YARD DEBRIS	\$22.90	\$68.70	\$274.80	\$22.90	\$68.70	\$274.80	\$18.00		
GARBAGE/YARD DEBRIS (CURBSIDE)	\$22.90	\$68.70	\$274.80	\$22.90	\$68.70	\$274.80	\$18.00		
GARBAGE/YARD DEBRIS (AT TRANSFER STATION)	\$20.40	\$61.20	\$244.80	\$20.40	\$61.20	\$244.80	\$20.00		
TWICE A WEEK PICKUP IN TOURIST CORRIDOR (IN SEASON)	\$30.00	\$90.00	\$360.00	\$30.00	\$90.00	\$360.00	\$28.00		
TWICE A WEEK PICKUP IN TOURIST CORRIDOR (YEAR ROUND)	\$32.00	\$96.00	\$384.00	\$32.00	\$96.00	\$384.00	\$32.00		
ADDITIONAL CART CHARGE									
64 gallon	\$8.00	\$24.00	\$96.00	\$8.00	\$24.00	\$96.00	\$9.35		
96 gallon	\$10.00	\$30.00	\$120.00	\$10.00	\$30.00	\$120.00	\$9.35		
PERCENTAGE INCREASE 1ST 2 YEAR INCREASE			4%			4%			4%
PERCENTAGE INCREASE 2ND 2 YEAR INCREASE			4%			4%			4%
PERCENTAGE INCREASE 3RD 2 YEAR INCREASE			4%			4%			4%
BEAR RESISTANT CONTAINER (Purchase)	\$250.00			\$250.00			\$250.00		
BEAR PROOF CONTAINER (Purchase)	\$300.00			\$300.00			\$300.00		
DISCOUNT RATE FOR SENIORS/DISABLED	\$1.00	\$3.00	\$12.00	\$1.00	\$3.00	\$12.00	\$1.00		
AMNESTY DAY (EACH ADDITIONAL DAY) Per Event	\$1,000.00			\$1,000.00			\$1,000.00		
BACK DOOR SERVICE (Additional Charge)	\$12.00	\$36.00	\$144.00	\$12.00	\$36.00	\$144.00	\$12.00		
AMOUNT TO COUNTY FOR OUT OF COUNTY COLLECTION OF DEBRIS GOING TO TRANSFER STATION (PER TON BASIS)	\$2.50			\$2.50					

Waste Pro

COPIY

COMMERCIAL RATES	1 X WEEK	2 X WEEK	3 X WEEK	4 X WEEK	5 X WEEK	6 X WEEK
2 YARD	\$62.00	\$124.00	\$186.00	\$248.00	\$310.00	\$372.00
4 YARD	\$124.00	\$248.00	\$372.00	\$496.00	\$620.00	\$744.00
6 YARD	\$186.00	\$372.00	\$558.00	\$744.00	\$930.00	\$1,116.00
8 YARD	\$248.00	\$496.00	\$744.00	\$992.00	\$1,240.00	\$1,488.00
1 CART	\$25.00	\$50.00	\$75.00	\$100.00	\$125.00	\$150.00
2 CARTS	\$40.00	\$80.00	\$120.00	\$160.00	\$200.00	\$240.00
DISCOUNT FOR QUARTERLY PAYMENTS	1.0%					
DISCOUNT FOR ANNUAL PAYMENTS	3.0%					

ALL SERVICES FOR EITHER CITY ARE SINGLE PAYER

TOURIST SEASON- TYPICALLY MEANS MEMORIAL DAY TO LABOR DAY-COUNTY CAN DETERMINE EARLIER DATE IF NEEDED



January 30, 2019

Mr. Jim Anderson
City Manager
City of Port St. Joe, Florida
305 Cecil G. Costin Sr. Blvd
Port St. Joe, Florida 32456

Dear Jim,

Thank you and John for taking the time to meet with us today, we appreciate your time. Pursuant to our conversation today I wanted to reiterate what we discussed, put it on paper so it can be passed along to Commissioners before a decision is made.

We first talked about pricing comparisons between us and BCC. If Mike has the time to analyze this, you will see that we are almost \$3,000.00 lower per month than BCC's bid. Over the five-year period this equates to a \$174,000 savings to the City compared to BCC's numbers. I did not mention, but we would also continue to lease the transfer facility from the City as well.

We had already budgeted to put new trucks in Port St. Joe in 2019. By way of this letter, we are committing this in writing. In addition, we have been upgrading commercial dumpsters throughout the City and will finalize putting new dumpsters in place where they are needed.

We discussed my offer to now go two years without an increase. In a previous extension letter, we had committed to one year. After two years, increases would be subject to CPI language found in the current agreement.

We discussed yard debris pickup, as well as bulky item pickup. We committed to having a rear loader to service small piles and clam truck would be available for larger piles. I know we are up against time here, I would have liked for John to visit Crestview to see how this works. While there are size limits on piles to be picked up, we use our best judgement and will pick up piles that are slightly larger than our limits. You asked about a rate per yard for larger piles of yard debris and bulk that would have to be picked up with a clam truck. We would charge this out at \$15 per cubic yard. If desired, we would bill the customer directly.

We have had a good relationship with the City going back to 2010 when we acquired EWS. During Hurricane Michael, we provided roll off dumpster placed all over the City and County at no charge. We have been a part of the community sponsoring events, giving gifts of service and personal time. There is nothing that the community has asked from us where we did not lend a helping hand. We want to continue our relationship and look forward to working this out and go forward.

Sincerely,

E. Ralph Mills

E. Ralph Mills
Regional Vice President
Waste Pro of Florida, Inc.

12



January 21, 2019

Mr. Jim Anderson
City Manager
City of Port St. Joe, Florida
305 Cecil G. Costin Sr. Blvd
Port St. Joe, Florida 32456

Dear Jim,

During a recent meeting, we expressed interest in renewing our agreement with the City. I was asked to submit a price for yard trash pickup for the City. We are happy to submit a price of \$4.00 per home to pick up yard debris. This is based off of residential generation only. We would not be responsible to pick up yard debris generated by a landscaper or tree service.

In addition, piles should be no larger than six feet long, four feet high, and four feet wide. Tree trucks should be no larger than five inches in diameter. These are normal limits that are put in place in standard residential contracts.

Larger piles of debris requiring a clam truck could be picked up, and will be charged at \$15 per yard. The City also has the option to continue to pick up larger piles with your own equipment.

We would like the opportunity to sit down with you and your staff to go over these requirements if you have questions.

We appreciate the opportunity to service Port St. Joe, and we look forward to hearing from you in the near future.

Sincerely,

E. Ralph Mills
Regional Vice President
Waste Pro of Florida, Inc.

13

Port St. Joe Billing Analysis

<u>Residential</u>	<u>Quantity</u>	<u>WP</u> <u>Rate</u>	<u>\$'s</u>	<u>BCC</u> <u>Rate</u>	<u>\$'s</u>	<u>WP</u> <u>Difference</u>
64 Gallon Cart 1x/wk	1,022	\$ 12.02	\$ 12,284.44	\$ 13.52	\$ 13,817.44	\$ (1,533.00)
64 Gallon 2 Carts 1x/wk	23	\$ 21.37	\$ 491.51	\$ 19.52	\$ 448.96	\$ 42.55
96 Gallon Cart 1x/wk	443	\$ 12.02	\$ 5,324.86	\$ 13.52	\$ 5,989.36	\$ (664.50)
96 Gallon 2 Carts 1x/wk	21	\$ 21.37	\$ 448.77	\$ 21.52	\$ 451.92	\$ (3.15)
64 and 96, 1x/wk	8	\$ 21.37	\$ 170.96	\$ 19.52	\$ 156.16	\$ 14.80
Yard Trash 1x/wk	1,517	\$ 4.00	\$ 6,068.00	\$ 4.00	\$ 6,068.00	\$ -
Low Income 64 Gallon	9	\$ 10.36	\$ 93.24	\$ 10.36	\$ 93.24	\$ -
Home Businesses	10	\$ 24.72	\$ 247.20	\$ 25.50	\$ 255.00	\$ (7.80)
1 Commercial Cart 1x	91	\$ 28.62	\$ 2,604.42	\$ 25.50	\$ 2,320.50	\$ 283.92
1 Commercial Cart 2x	42	\$ 44.00	\$ 1,848.00	\$ 51.00	\$ 2,142.00	\$ (294.00)
2 Commercial Cart 1x	7	\$ 30.12	\$ 210.84	\$ 33.50	\$ 234.50	\$ (23.66)
2 Commercial Cart 2x	5	\$ 75.28	\$ 376.40	\$ 59.00	\$ 295.00	\$ 81.40
	3,198	\$ 9.43	\$ 30,168.64	\$ 10.09	\$ 32,272.08	\$ (2,103.44)
1 Yard Two Times/Week	6	\$ 94.50	\$ 567.00	\$ 94.50	\$ 567.00	\$ -
1 Yard Three Times/Week	6	\$ 140.48	\$ 842.88	\$ 140.48	\$ 842.88	\$ -
2 Yard One Time/Week	16	\$ 61.13	\$ 978.08	\$ 55.00	\$ 880.00	\$ 98.08
2 Yard Two Times/Week	10	\$ 127.77	\$ 1,277.70	\$ 110.00	\$ 1,100.00	\$ 177.70
2 Yard Three Times/Week	5	\$ 183.39	\$ 916.95	\$ 165.00	\$ 825.00	\$ 91.95
2 Yard Five Times/Week	2	\$ 287.62	\$ 575.24	\$ 280.00	\$ 560.00	\$ 15.24
4 Yard One Time/Week	8	\$ 111.27	\$ 890.16	\$ 110.00	\$ 880.00	\$ 10.16
4 Yard Two Time2/Week	10	\$ 233.53	\$ 2,335.30	\$ 225.00	\$ 2,250.00	\$ 85.30
4 Yard Three Times/Week	2	\$ 344.79	\$ 689.58	\$ 335.00	\$ 670.00	\$ 19.58
4 Yard Four Times/Week	2	\$ 407.28	\$ 814.56	\$ 450.00	\$ 900.00	\$ (85.44)
4 Yard Five Times/Week	4	\$ 512.18	\$ 2,048.72	\$ 560.00	\$ 2,240.00	\$ (191.28)
6 Yard One Time/Week	14	\$ 166.89	\$ 2,336.46	\$ 165.00	\$ 2,310.00	\$ 26.46
6 Yard Two Times/Week	14	\$ 339.30	\$ 4,750.20	\$ 335.00	\$ 4,690.00	\$ 60.20
6 Yard Three Times/Week	2	\$ 447.29	\$ 894.58	\$ 580.00	\$ 1,160.00	\$ (265.42)
6 Yard Four Times/Week	1	\$ 586.38	\$ 586.38	\$ 675.00	\$ 675.00	\$ (88.62)
6 Yard Five Times/Week	2	\$ 728.28	\$ 1,456.56	\$ 840.00	\$ 1,680.00	\$ (223.44)
8 Yard One Time/Week	3	\$ 222.53	\$ 667.59	\$ 225.00	\$ 675.00	\$ (7.41)
8 Yard Two Times/Week	10	\$ 445.06	\$ 4,450.60	\$ 450.00	\$ 4,500.00	\$ (49.40)
8 Yard Three Times/Week	3	\$ 520.68	\$ 1,562.04	\$ 675.00	\$ 2,025.00	\$ (462.96)
			\$ 28,640.58		\$ 29,429.88	\$ (789.30)
Total Monthly Difference Residential and Commercial						\$ (2,892.74)
Annualized Difference						\$ (34,712.88)
Five Year Difference						\$ (173,564.40)

AGREEMENT TO EXTEND THAT CERTAIN
SOLID WASTE AND DISPOSAL AGREEMENT

THIS EXTENSION AGREEMENT made and entered into this ____ day of December, 2018, by and between the CITY OF PORT ST. JOE, FLORIDA (the "City"), and WASTE PRO OF FLORIDA, INC. (the "Contractor").

WITNESSETH:

WHEREAS, the City and Contractor entered into that certain Solid Waste Collection and Disposal Agreement (the "Agreement") with a term commencing October 1, 2014, through September 30, 2019.

WHEREAS, pursuant to Section 4 of the Agreement, the Agreement can be extended or renewed at the City's discretion.

WHEREAS, the City has determined that the interests described in the Agreement are best served by an extension of the Agreement with Contractor.

NOW, THEREFORE, in consideration of the respective covenants herein contained, the parties agree as follows:

1. The term of the Agreement is hereby extended to September 30, 2024, unless sooner terminated by reason of a material breach of the terms hereof by the Contractor resulting in the material failure of the Contractor to provide effective and efficient service. The City also grants itself the option to further extend or renew the Agreement at the City's discretion.
2. The Contractor agrees to forego the CPI increase for 2019 and 2020 (two years) in consideration of this extension. Contractor also will provide weekly yard trash pickup at \$4.00 per home per month.
3. All other terms of the Agreement remain in full force and effect during this extended term of the Agreement.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals this ____ day of December, 2018.

CITY OF PORT ST. JOE

WASTE PRO OF FLORIDA, INC.

By: _____

By: _____

Its: _____

Its: _____

ATTEST:

_____ City Clerk

RESTORE Act
Compliance

Public Participation

Financial Integrity

Overall Consistency

Proposed Projects

Implementation

MILESTONE	ESTIMATED TOTAL DOLLARS	ESTIMATED POT3 ALLOCATION
Beacon Hill Septic to Sewer Phase I & II		
Feasibility study and preliminary design	\$100,000	\$100,000
Planning Subtotal	\$100,000	\$100,000
Final design and permitting	\$300,000	\$200,000
Construction	\$3,600,000	\$1,700,000
Implementation Subtotal	\$3,900,000	\$1,900,000
Total	\$4,000,000	\$2,000,000
Port St. Joe Sewer Upgrade Phase I		
Feasibility study and preliminary design	\$100,000	\$100,000
Planning Subtotal	\$100,000	\$100,000
Sewer system acquisition	\$1,000,000	\$500,000
Final design and permitting	\$500,000	\$500,000
Construction	\$5,400,000	\$1,900,000
Implementation Subtotal	\$6,900,000	\$2,900,000
Total	\$7,000,000	\$3,000,000
Wewahitchka Septic to Sewer Phase I to IV		
Feasibility study and preliminary design	\$100,000	\$100,000
Planning Subtotal	\$100,000	\$100,000
Final design and permitting	\$300,000	\$300,000
Construction	\$4,100,000	\$1,350,000
Implementation Subtotal	\$4,400,000	\$1,650,000
Total	\$4,500,000	\$1,750,000
Monitoring	\$250,000	\$250,000
Total Cost	\$15,750,000	\$7,000,000
COMMITTED FUNDING SOURCES		
Spill Impact Component		\$7,000,000
Direct Component		\$2,000,000
Other grants or co-funding		\$0
Other County funds		\$0
Total Committed Funding		\$9,000,000
Budget Shortfall		\$6,750,000

Approved by CC. on
4/4/17

POLICY FOR UTILITY BILLING ADJUSTMENTS

Water usage may be considered for adjustment by the City Utility Department if the total month's usage is at least three(3) times the six month average usage.

Requests for utility billing adjustments must be submitted to the City Utility Department on the "Request for Utility Billing Adjustment" form.

If approved, the Utility Department will determine the gallons approved for credit based on the usage history of the customer in prior comparable periods.

Water usage approved for credit will be eligible for:

1. 100% credit for the related sewer charge, but not less than the six month average.
2. Reduction of water charge to total gallons multiplied by the lowest per 1000 gallon charge in place during month of requested adjustment. Limited to one adjustment in a twelve(12) month period for two billing periods.

Utility charges related to water usage determined to be due and payable and not eligible for adjustment may be approved by the Utility Department for payment over a reasonable amount of time, based on hardship but not to exceed twelve (12) months.

Sewer charge adjustments may be allowed by the Utility Department for a new pool installation or refill. Limited to one(1) adjustment in a twelve (12) month period for one (1) billing period. A request must be made on the "Request for Utility Billing Adjustment Form".

Decisions of the Utility Department may be appealed by submitting additional information regarding the water usage in writing to the City Manager within ten(10) days of notification of the decision by the Utility Department.

2340 Industrial Dr Panama City, FL 32405
Phone: 850-763-9386 Fax: 850-785-8545
Cell: 850-814-7702
brian@aagpumps.com
www.aagpumps.com



PROPOSAL & SCOPE OF SUPPLY

Date: 01/11/2019
PROPOSAL No.: 01112019BDJ
PROPOSAL NAME: City of PSJ – WWTP 40X Filter Replacement Panels
LOCATION: Port St. Joe, Florida
ENGINEER:
ENGINEERS PROJECT NO.:
REPRESENTATIVE: AAG Services, Inc.
CONTACT: Brian Justice

Quantity One Hundred (100) DAVCO Model No.: W2T427885 Filter Panels for DAVCO 40X Disc filter, Standard Pleated Polyester Fabric Material.

OPTIONAL:

Quantity One Hundred (100) DAVCO Model No.: W2T427885 Filter Panels for DAVCO 40X Disc filter, Woven Stainless Steel Fabric Material.

PRICING:

Total price, F.O.B. shipping point, freight allowed to jobsite in contiguous 48 U.S. states, plus any Federal, State or Local Taxes which may apply. Quoted price and delivery good for (45) days. (For other conditions, refer to attached).

PLEATED POLYESTER FABRIC PANEL:

\$12,650.00

OPTIONAL STAINLESS STEEL FABRIC PANEL:

\$13,900.00

DELIVERY:

10 to 12 weeks after receipt of approved signed proposal or purchase order. Freight allowed to job site.

TERMS:

100% due and payable 30 days from date of each invoice, subject to continuing approval of credit. Payment of this invoice is in no way contingent upon payment by others. In event any amount becomes past due, buyer agrees to pay seller a fee of 1 1/2% of unpaid balance each month until paid, at the highest legal rate allowed by law, whichever is lower, plus all costs of collection including reasonable attorney's fees. Failure to pay in accordance with terms voids all warranties and no service or start-up will be authorized until account is paid in full including service fee and collection costs.

ACCEPTED THIS ____ DAY OF ____

SUBMITTED THIS 11th DAY OF January,
2019

NAME OF PURCHASER

Brian D. Justice, P.E.
AAG REPRESENTATIVE

ACCEPTED THIS ____ DAY OF ____ 20__

SELLER: AAG Services, Inc., BY: _____



Dewberry Engineers Inc.
324 Marina Drive
Port Saint Joe, FL 32456

850.227.7200
850.227.7215 fax
www.dewberry.com

January 25, 2019

Mr. Jim Anderson, City Manager
City of Port St. Joe
305 Cecil G. Costin Sr. Blvd.
Port St. Joe, FL 32456

RE: Garrison Avenue Resurfacing Phase II
FPID No. 438897-2-54-01
Professional Services Proposal

Dear Mr. Anderson,

Dewberry Engineers Inc. (DEI) is pleased to provide this proposal for professional services. It is our understanding the City would like to resurface approximately 1.07 miles of Garrison Avenue from 16th Street to Madison Street. The following list defines the design services that will be provided in order to complete this project.

A. DESIGN

- Evaluate existing cross slopes to determine if minimum and maximum requirements are met
- Prepare the required details showing the method of cross slope correction if necessary
- Prepare a 3R report documenting existing roadway conditions and providing corresponding design recommendations
- Prepare construction drawings to comply with FDOT and City standards
- Evaluate existing signage to determine the need for additional signs, correcting redundant or conflicting signage, and the replacement of damaged signs
- Prepare signage and marking plans
- Prepare contract documents and technical specifications necessary for bidding
- Prepare a line item quantity takeoff including supporting documentation and develop estimated number of construction days and recommend a total construction contract time
- Prepare Engineer's Opinion of Probable Construction Costs
- Provide electronic sets of 90% Plans, Specifications, and probable cost of construction for City and FDOT's review
- Provide electronic set of 100% signed and sealed Construction Plans, Specifications, and probable cost of construction to the City and FDOT
- Assist the City during bidding by maintain a list of plan holders, providing responses to all requests for information, and issuing Addendums if necessary
- Review bids and make recommendation of award

TOTAL PROPOSED FEE: \$55,300.00

We appreciate the opportunity to provide engineering services for the City of Port St. Joe. If this proposal is acceptable, please sign in the space provided below. Should you have questions or need additional information, please give me a call at 850.571.1217.

Sincerely,

Clay Smallwood, P.E.
Project Manager

Accepted By: _____

Date: _____

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Code Enforcement 2019Activity
As of 1/29/2019

		Open			Closed			Total			Increase
Unlawful Accumulation		9			3			12			
Substandard Structure		32			4			36			5
Abandoned Vechicle		1						1			
Unlawful Sewer											
Land regulation Violation		12			12			24			5
Business Lic. Violation											
Special Master Hearings											
Building Demolition		8			35			43			11
Waste Violation		7			1			8			9
Sign Violation					382			382			29
	Total	69	Total		437	Total		506	Total		59