

Original

**April 2, 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 April 2, 2019

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## Call to Order

### Consent Agenda

#### Minutes

- Regular Meeting 3/19/19
- Special Meeting 3/26/19

Pages 1-3

Pages 4-5

#### Bldg. Department

- Update

#### PSJRA- Update

#### City Attorney

- Ordinance 554, CIP Plan Update
  - First Reading and Request to Advertise
- Boat Dockage Agreement- Update
- Election Qualifying Fee Ordinance- Update

Pages 6-14

### Old Business

- Golf Cart Ordinance- Mayor Patterson
- Hurricane Michael
  - FEMA Disaster Recovery Center- Closing this Week
  - Debris Removal Deadline- March 15th

Pages 15-23

Pages

### New Business

- Public Assistance Authorization Letter
- Storm Coordinator- Comm. Ashbrook

Page 28

Pages 29-32

#### Public Works

- Fencing- 10<sup>th</sup> Street Ballfield

#### Surface Water Plant

- Update

#### Waste Water Plant

- Update

#### Finance Director

- Update

#### City Engineer

- Langston Drive Sidewalk- Update
  - Date for Grand Opening

- **Dooder Parker & Frank Pate Park Task Orders- Update**
- **Trail Lighting- Update**
- **8<sup>th</sup> Street Paving**

**Code Enforcement**

- **Update**

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**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, March 19, 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 in Tallahassee.

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to approve the Minutes of the Workshop Meeting of March 4, 2019, the Regular Meeting of March 5, 2019, and the Special Meeting of March 11, 2019. All in favor; Motion carried 4-0.

**Building Department Update – Kelly Simpson** reported that since Hurricane Michael, the following permits have been issued: Demolition Permits 47; Residential Reroof 240; Commercial Reroof 38; Residential Remodel 193; Commercial Remodel 13; Temporary Power Poles 34; Electric Service Repair 76; Accessory Structures 11; New Single Family Structures 5; Temporary Structure Permits 23, and Increased Cost of Compliance Letters 17.

**Port St. Joe Redevelopment Agency** – There was no update from the PSJRA.

**City Attorney –**

*Ordinance 552, Flood Plain Management*

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to have the Second Reading of Ordinance 552. All in favor; Motion carried 4-0.

Attorney Albritton read Ordinance 552 by Title.

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to adopt Ordinance 552. All in favor; Motion carried 4-0.

*Ordinance 553, Large Scale Plan Amendment: First Reading and Request to Transmit to DEO –*

Ray Greer, City Planner, displayed several maps of the area, reviewed the process that has been followed, noted the amendment would be transmitted to the state today for their review and the state would issue any questions they may have. This is a 30 day process. While this is under review by the state, the City will move forward with passing the Zoning overlay for the area.

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to have the First Reading of Ordinance 553. All in favor; Motion carried 4-0.

Attorney Albritton read Ordinance 553 by Title.

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to Transmit Ordinance 553 to DEO All in favor; Motion carried 4-0.

*Resolution 2019-04 SRF Loan Application:*

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to adopt Resolution 2019-04. All in favor; Motion carried 4-0.

Attorney Albritton read Resolution 2019-04 by Title only.

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to adopt Resolution 2019-04. All in favor; Motion carried 4-0.

*Resolution 2019-05 Centennial Building Restoration Grant:*

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to adopt Resolution 2019-05. All in favor; Motion carried 4-0.

Attorney Albritton read Resolution 2019-05 by Title only.

*Boat Dockage Agreement – Update:* Mr. Albritton noted that he has been meeting with counsel for the St. Joe Company and feels that productive progress is being made.

**CITY MANAGER'S REPORT – Jim Anderson**

**Old Business**

*Hurricane Michael*

*FEMA Disaster Recovery Center – City Fire Station and Washington Gym:* Mr. Anderson shared that a check has been received from the insurance company for hurricane damages, bids are being let for repairs, and a contract has been signed to replace the roofs on the Lighthouse Keepers Quarters.

*Debris Removal Deadline – March 15, 2019:* Small piles of yard debris will be picked up by the City.

**New Business**

*Consumer Confidence Report – Available on the City Website or at City Hall:* Mr. Anderson shared that the City passed the CCR and this reflects well on the City.

*Capital City Bank – Temporary Structure Permit Extension:*

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to grant a six months extension, but not another extension after this one. All in favor; Motion carried 4-0.

**Public Works – John Grantland**

*First Street and Madison Avenue Lift Stations –*

A Motion was made by Commissioner Hoffman to purchase the pumps and reach out to other vendors for the electrical work. The Motion died for the lack of a second.

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to move forward with Staff's recommendation of \$7,000 to Current Solutions and \$35,999.20 to Xylem. All in favor; Motion carried 4-0. This will provide for the purchase of 2 electric pumps and the electrical work to be used for First Street and Twentieth Street Lift Stations and then be used at other locations where needed.,

**Surface Water Plant – Larry McClamma** was on vacation and not present. Mr. Anderson reiterated that a very good CCR report was received from the state which spoke well of the plant and operators.

**Wastewater Plant – Kevin Pettis** was running the plant and unable to be at the meeting. Mr. Anderson shared that the spray fields are being cleaned up and biological dredging is underway.

**Finance Director – Mike Lacour** continues to work with FEMA and our insurance company on hurricane damage, and the cash position is in good shape.

**City Engineer – Clay Smallwood, III**

*Langston Drive Sidewalk Update –* The project is moving along well and should be wrapped up in a couple of weeks.

*Dooder Parker and Frank Pate Park Task Orders Update* – This is being worked on.

*Trail Lighting Update* – Nothing to update on this project.

*Eighth Street Paving* – Demo is continuing, and should take about 3 weeks to complete the project.

**Code Enforcement** no action was required.

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

**City Clerk - Charlotte Pierce** did not have anything to update the Commission on.

**Citizens to be Heard** – No one from the Public wished to speak.

**Discussion Items by Commissioners**

*Neither Commissioners Hoffman nor Lowry* had anything else to discuss with the Commission.

*Commissioner Langston* asked about the turning lane on to Avenue C when you come off the overpass. Mr. Anderson will check with FL DOT on this.

He also noted the need for downed lines to be cleaned up. Mr. Anderson shared that Staff has been working on this and the utility companies have been contacted.

Commissioner Langston asked about the additional Code Enforcement Officer. Mr. Anderson responded that due to the loss in customers and uncertainty of funding, Staff has held off on this position. Commissioner Langston was good with Staff's decision.

Mr. Anderson shared that the City is down 360 customers and only 51% of the Ad Valorem taxes have been collected for the City.

*Mayor Patterson* also noted the need for downed wires to be picked up.

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to adjourn the meeting at 12:45 P.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

\_\_\_\_\_  
James "Bo" Patterson, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Charlotte M. Pierce, City Clerk

\_\_\_\_\_  
Date

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT  
2775 GARRISON AVENUE, March 26, 2019 AT 12 Noon**

The following were present: Mayor Patterson, Commissioners Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, and Chief of Police Matt Herring were also present. Attorney Adam Albritton participated by telephone and Commissioner Ashbrook was absent.

**CONSENT AGENDA**

**103 Monica Drive**

The following individuals reiterated their concerns about the issues at 103 Monica Drive. Stan Price, Chris Brumbaugh, and Justin McCroan.

Mr. Price state that if he did not get what he wanted today, the condemnation of the house, he would be in Tallahassee tomorrow to hire an attorney.

Attorney Albritton advised the Commission not to discuss the issue because of the threat of litigation. He suggested that this be returned to the magistrate, request condemnation of the house, and issue an order to vacate the house.

Commissioner Hoffman noted that he did not feel the Commission has done what they could have to help the situation. He has read the Nuisance Ordinance and he also has questions about who owns the house.

Chris Brumbaugh stated that he has previously been before the Commission asking for help and is appalled that no one on the Commission even knows who owns the house or if property taxes have been paid in previous years.

Commissioner Lowry shared that the Commission has dropped the ball in the storm, took the pressure off of the incident, he has seen the pictures of the inside of the house and they are unbelievable.

Commissioner Hoffman read an email from Attorney Albritton addressing Option 1. A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to pursue Option 1 allowing the condemnation of the house, a notice to vacate the house, and to demolish it. All in favor; Motion carried 4-0.

Commissioner Langston apologized for the laxness of the Commission in enforcing the issue.

Commissioner Lowry stated that at the county meeting this morning, the employees were instructed to work with the City on this issue.

Commissioner Langston stated that he would rather face litigation from the home owner than the tax payers.

Attorney Albritton again stated that he does not recommend Option 1.

Mayor Patterson shared that he also would rather fight the homeowner than the people at the meeting.

Staff was instructed to secure and post the property and to call County Administrator Michael Hammond to work on the demo.

Attorney Albritton referenced guidance given on November 30, 2018, in the Nuisance Ordinance and that it gives the path to follow.

Mayor Patterson shared that the Langston Drive sidewalk project is almost complete and he would like to see the City have a ribbon cutting to officially open the sidewalk.

A Motion was made by Commission Lowry, second by Commissioner Langston, to adjourn the meeting at 12:37 P.M. All in favor; Motion carried 4-0.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

\_\_\_\_\_  
James "Bo" Patterson, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Charlotte M. Pierce, City Clerk

\_\_\_\_\_  
Date



ORDINANCE NO. 554

AN ORDINANCE OF THE CITY OF PORT ST. JOE, FLORIDA, AMENDING THE CAPITAL IMPROVEMENTS ELEMENT OF THE COMPREHENSIVE PLAN; AMENDING THE FIVE YEAR CAPITAL IMPROVEMENT PLAN; ADOPTING THE UPDATED SCHOOL DISTRICT FIVE YEAR WORK PLAN; PROVIDING FOR REPEAL OF ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith, PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ENACTED by the people of Port St. Joe, Florida.

1. The five year Capital Improvement Plan shown in Exhibit "A" is hereby amended as set forth in Exhibit "B".
2. The School District Five Year Work Plan as shown in Exhibit "C" is hereby amended as set forth in Exhibit "D".
3. All ordinances or parts of ordinances in conflict herewith are hereby repealed.
4. If any section, subsection, sentence, clause or provision of this ordinance is invalid, the remainder shall not be affected by such invalidity.
5. This ordinance shall become effective as provided by law.

DULY PASSED AND ADOPTED by the Board of City Commissioners of Port St. Joe, Florida, this \_\_\_\_ day of \_\_\_\_\_, 2019.

The City of Port St. Joe

\_\_\_\_\_  
James "Bo" Patterson  
Mayor-Commissioner

ATTEST:

\_\_\_\_\_  
Charlotte M. Pierce  
City Clerk

(NEW)

EXHIBIT "B" - PROPOSED FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS

ID #	Project Name General Location	Project Description Yes/No Comp Plan Concurrency	Required to meet LOS	FY 2018/2019 Funding	FY 2019/2020 Funding	FY 2020/2021 Funding	FY 2021/2022 Funding	FY 2022/2023 Funding	Project Funding Source
A	Sewer	Gravity Sewer Rehabilitation							
1	Remainder Basin 10 gravity sewer rehabilitation Port St. Joe	Yes, Sewer Pg 6 Objective 2.1	No		511,500				CDBG Grant Approved 2/27/19
2	Basin 9 gravity sewer rehabilitation Port St. Joe	Gravity Sewer Rehabilitation	No					\$ 2,000,000	Anticipate CDBG Grant
3	Catch Basin 6 PH II Port St. Joe	Yes, Sewer Pg 6 Objective 2.1	No					\$ 2,000,000	Anticipate State Revolving Fund
4	1st Street Lift Station Port St. Joe	Lift Station Repairs	No			800,00			Anticipate State Revolving Fund
5	(12) Lift Station repairs due to Hurricane Michael	Lift Station Repairs	No	\$ 448,000					FDEP/SRF
6	Headworks Repairs due to Hurricane Michael	Headworks Repairs	No	\$ 110,000					FDEP, SRF
7	Cape Sewer Improvements	Construct collection system to remove existing septic tanks	No		\$ 75,000			\$ 2,000,000	City Budget/Grant Opportunities/ RESTORE/State Budget
8	Port St. Joe WWTP Lagoon Study	Evaluate modifying the WWTP lagoon	No					\$ 175,000	Grant Opportunities/State Revolving Fund
9	Long Avenue Sewer Rehabilitation Port St. Joe	Gravity Sewer Rehabilitation from First Street to Madison Street	No			\$ 429,000		\$ 500,000	City Budget/Grant Opportunities
10	Beacon Hill Sewer Beacon Hill	Lift Station and Extend sewer lines	No					\$ 4,000,000	City Budget/Grant Opportunities/ RESTORE/State Budget
11	Gulf Aire Sewer Gulf Aire	Purchase Gulf Aire sewer system	No					\$ 900,000	City Budget/Grant Opportunities
12	Jones Homestead Sewer Jones Homestead	Expand Existing Sewer	No	\$ 250,000					Anticipated Legislative Appropriations
13	Biological Dredging Wastewater Plant	Lagoon Dredging	No	\$ 166,000	\$ 130,000	\$ 130,000			City Budget/Grant Opportunities FDEP/SRF
14	Younion, St Joseph Dr CBS	Younion & St Joseph Dr Lines	No					\$ 500,000	City Budget/Grant Opportunities
15	WWTP Lab Port St. Joe	Relab Old MCC Building for Lab	No		\$ 50,000				City Budget/Grant Opportunities
16	WWTP Shop Port St. Joe	Relab Old MCC #2 Building for Shop	No		\$ 50,000				City Budget/Grant Opportunities
17	WWTP Disc Filters Port St. Joe	Replace Effluent Filters	No		\$ 50,000	\$ 50,000	\$ 20,000		City Budget/Grant Opportunities
18	Effluent Pipe Modifications Port St. Joe	Extend and Lower Pipe	No				\$ 25,000		City Budget/Grant Opportunities
19	Attachment for John Deere Port St. Joe	Loader to replace old Loader	No			\$ 20,000			City Budget/Grant Opportunities
20	Attachment for John Deere Port St. Joe	Forks for John Deere	No				\$ 6,000		City Budget/Grant Opportunities
21	Sprayfield Elevation Port St. Joe	Add sand and level area 5	No			\$ 60,000			Anticipated Legislative Appropriations
22	Roof Storage Shed Port St. Joe	Large Equipment Storage	No		\$ 50,000				City Budget/Grant Opportunities FDEP/SRF
23	Demo Buildings Port St. Joe	Demolish buildings damaged by Hurricane	No				\$ 6,000		City Budget/Grant Opportunities
24	20th St Lift Station Port St. Joe	Lift Station Repairs	No				\$ 400,000		City Budget/Grant Opportunities
Sewer Total				\$ 974,000	\$ 916,500	\$ 689,000	\$ 457,000	\$ 12,075,000	

EXHIBIT "B" - PROPOSED FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS

ID #	Project Name General Location	Project Description Yes/No Comp Plan Concurrency	Required to meet LOS	FY 2018/2019 Funding	FY 2019/2020 Funding	FY 2020/2021 Funding	FY 2021/2022 Funding	FY 2022/2023 Funding	Project Funding Source
<b>B Water</b>									
1	Water Distribution System Phase III Port St. Joe	Replace aging water pipes throughout city	Yes				\$ 1,000,000		CDBG Grant/City Budget/NWFWMD
2	St. Joe Beach Distribution Improvements Beaches	Replace fire hydrants and various valves throughout St. Joe Beach and Beacon Hill No	Yes					\$ 600,000	City Budget/Grant Opportunities
3	White City Booster Plant Improvements White City	Upgrade the fill line, Ground Storage Tank, and distribution lines, Generator No	No			\$ 15,000		\$ 1,000,000	City Budget/Grant Opportunities
4	Old St Joe Beach Water Line		No			\$ 60,000			City Budget/Grant Opportunities
5	Highland View Watermain Relocation		No			\$ 60,000			City Budget/Grant Opportunities
6	SWTP Improvements Port St. Joe	Sand Filters, Plant Upgrade (Complete Removal) No					\$ 750,000		City Budget/Grant Opportunities
7	Well Repair SWTP	Repair #4 production well No	No			\$ 50,000			City Budget/Grant Opportunities
8	Shark Tank Port St. Joe	DBP Stripper/Aeration System	No			\$ 50,000			City Budget/Grant Opportunities
9	SWTP Improvements Port St. Joe	Rehabilitate membrane modules No	No		\$ 100,000	\$ 100,000	\$ 100,000		City Budget/Grant Opportunities
10	Transmission Main Port St. Joe	Mail Line replacement from Plant to Madison No	No					\$ 1,000,000	City Budget/Grant Opportunities
9	SWTP Improvements Port St. Joe	Allen Bradley Control Net support System No	No			\$ 80,000			City Budget/Grant Opportunities
10	SWTP Improvements Port St. Joe	Chemical Pump Room/Skid Replacement No	No		\$ 50,000				City Budget/Grant Opportunities
<b>Water Total \$</b>				<b>-</b>	<b>\$ 150,000</b>	<b>\$ 415,000</b>	<b>\$ 1,850,000</b>	<b>\$ 2,600,000</b>	

EXHIBIT "B" - PROPOSED FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS

ID #	Project Name General Location	Project Description Yes/No Comp Plan Concurrency	Required to meet LOS	FY 2018/2019 Funding	FY 2019/2020 Funding	FY 2020/2021 Funding	FY 2021/2022 Funding	FY 2022/2023 Funding	Project Funding Source
C	Drainage								
1	Stormwater Master Plan Update Port St. Joe	Create a City wide Master stormwater plan including alleyways No	No			\$ 50,000			City Budget/Grant Opportunities
2	Stormwater Improvements Port St. Joe	Construct stormwater improvements throughout No	No					\$1,000,000	City Budget/Grant Opportunities
3	Battles Street Outfall Port St. Joe	Construct stormwater facility at north end of Battles St. and improve the upstream collection	No				\$ 450,000		City Budget/Grant Opportunities
4	Forest Park Stormwater Improvements Port St. Joe	Construct stormwater facility in Forest Park and replace the stormwater pipe under 10th St. Ballfields	No				\$ 790,000		City Budget/Grant Opportunities
5	6th & 7th Street Alley Port St. Joe	Rehabilitate stormwater system between Long & Woodward Ave	No	\$25,000					City Budget/Grant Opportunities
Drainage Total				\$ 25,000	\$ -	\$ 50,000	\$ 1,240,000	\$ 1,000,000	

EXHIBIT "B" - PROPOSED FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS

ID	Project Name # General Location	Project Description Yes/No Comp Plan Concurrency	Required to meet LOS	FY 2018/2019 Funding	FY 2019/2020 Funding	FY 2020/2021 Funding	FY 2021/2022 Funding	FY 2022/2023 Funding	Project Funding Source
D	Recreation								
1	Sports Complex 10th Street	Construct sports facility No	No					\$ 2,500,000	Grant Opportunities
2	George Core Park Port St. Joe	Construct recreational improvements. No	No					\$ 100,000	City Budget/Grant Opportunities
3	Kayak Boat Launch Port St. Joe	Build kayak launch area on bay front No	No					\$ 75,000	PSJRA/Grant Opportunities
4	Centennial Bldg. Repairs due to Hurricane Michael	Repair the roof, floors, walls & ceiling No	No	\$ 98,000	\$ 400,000				City Budget, Grant Opportunities
5	Frank Pate Park repairs due to Hurricane Port St. Joe	Repair the Gazebo, City Pier, Tennis Courts and No	No		\$ 350,000				City Budget/Grant Opportunities
6	Port City Trail repairs due to Hurricane Port St. Joe	Repair Playgrounds, Walking Path Bridges, & No	No		\$ 250,000				City Budget/Grant Opportunities
7	STAC House Repairs due to Hurricane Michael	Playground, Roof, AC System No		\$ 44,800		\$ 100,000			City Budget/Grant Opportunities
8	Washington Gym Complex Repairs due to Hurricane Michael	Repair of Roof, Floors, Windows, Ballfield & Tennis Court No	No	\$ 58,800			\$ 200,000		City Budget/Grant Opportunities
9	Clifford Sims Park Repairs due to Hurricane Michael	Repair, Road, Sidewalks, Fishing Piers, Restroom, & Lighting No			\$ 350,000				City Budget/Grant Opportunities
Recreation Total				\$ 201,600	\$ 1,350,000	\$ 100,000	\$ 200,000	\$ 2,675,000	

EXHIBIT "B" - PROPOSED FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS

ID	Project Name # General Location	Project Description Yes/No Comp Plan Concurrency	Required to meet LOS	FY 2018/2019 Funding	FY 2019/2020 Funding	FY 2020/2021 Funding	FY 2021/2022 Funding	FY 2022/2023 Funding	Project Funding Source
<b>E Transportation</b>									
1	David B. Langston Drive Sidewalk Port St. Joe	Construct sidewalk along Langston Drive No	No	\$ 70,000					FDOT
2	City Signs Port St. Joe	Replace Signage due to Hurricane Michael No	No				\$ 120,000		PSIRA/Grant Opportunities
3	City Roadway Improvements Port St. Joe	Mill and resurface Reid Ave., MLK Blvd., and other streets as needed No	No	\$ 200,000				\$ 2,000,000	PSIRA/Grant Opportunities/FDOT
4	Sidewalk Improvements Port St. Joe	Rehabilitate aging sidewalks throughout the city No	No					\$ 250,000	PSIRA/Grant Opportunities
5	Replace City Hall Complex due to Damage from Hurricane Michael	Construct New City Hall/Police Dept./Fire Dept.	No			\$ 3,500,000			City Budget/Grant Opportunities
6	Long Avenue Resurface Port St. Joe	Resurface Long Ave from 1st Street to Madison Ave	No	\$ 261,000				\$ 500,000	City Budget/Grant Opportunities
7	Garrison Avenue Resurface Port St. Joe	Resurface Long Ave from 16th St to Madison	No		\$ 412,000				FDOT/SCOP Grant
8	8th St Resurface Port St. Joe	Resurface 8th St from Woodward to Marvin	No	\$ 200,000					City Budget/Grant Opportunities
9	Bridge Rehab Port St. Joe	Bridge and Guard Rail rehabs, 16th St, Long, Monument Ave, & 20th St	No			\$ 200,000			City Budget/Grant Opportunities
<b>Transportation Total</b>				<b>\$ 731,000</b>	<b>\$ 412,000</b>	<b>\$ 3,700,000</b>	<b>\$ 120,000</b>	<b>\$ 2,750,000</b>	

EXHIBIT A - PROPOSED FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS

ID #	Project Name General Location	Project Description Yes/No Comp Plan Concurrency	Required to meet LOS	FY 2017/2018 Funding	FY 2018/2019 Funding	FY 2019/2020 Funding	FY 2020/2021 Funding	FY 2021/2022 Funding	Project Funding Source
<b>A Sewer</b>									
1	Remainder Basin 10 gravity sewer rehabilitation Port St. Joe	Gravity Sewer Rehabilitation Yes, Sewer P <sub>g</sub> 6 Objective 2.1	No			\$ 650,000		\$ 650,000	Anticipate CDBG Grant
2	Basin 9 gravity sewer rehabilitation Port St. Joe	Gravity Sewer Rehabilitation Yes, Sewer P <sub>g</sub> 6 Objective 2.1	No					\$ 2,000,000	Anticipate CDBG Grant
3	Catch Basin 6 FH II Port St. Joe	No	No					\$ 2,000,000	Anticipate State Revolving Fund
4	1st Street Lift Station Port St. Joe	No	No					\$ 800,000	Anticipate State Revolving Fund
5	Lift Station Improvements Port St. Joe	Rehabilitate 6 existing lift stations throughout the No	No	\$ 60,000				\$ 750,000	City Budget/Grant Opportunities
6	WWTF Power Improvements Port St. Joe	Upgrade power at plant to include Emergency Power capabilities to buildings No	No	\$ 75,000					City Budget/Grant Opportunities
7	Cape Sewer Improvements Port St. Joe	Construct collection system to remove existing septic tanks No	No		\$ 75,000			\$ 2,000,000	City Budget/Grant Opportunities/ RESTORE/State Budget
8	WWTF Lagoon Study Port St. Joe	Evaluate modifying the WWTF lagoon No	No					\$ 175,000	Grant Opportunities/State Revolving Fund
9	Long Avenue Sewer Rehabilitation Port St. Joe	Gravity Sewer Rehabilitation from First Street to Madison Street No	No	\$ 429,600				\$ 500,000	City Budget/Grant Opportunities
10	Beacon Hill Sewer Beacon Hill	No	No					\$ 4,000,000	City Budget/Grant Opportunities/ RESTORE/State Budget
11	Gulf Aire Sewer Gulf Aire	Purchase Gulf Aire sewer system No	No					\$ 900,000	City Budget/Grant Opportunities
12	Jones Homestead Sewer Jones Homestead	Lagoon Dredging No	No	\$ 250,000					Anticipated Legislative Appropriations
13	Biological Dredging Wastewater Plant	No	No		\$ 120,000	\$ 90,000	\$ 90,000	\$ 75,000	City Budget/Grant Opportunities
14	CB5 Youpon, St Joseph Dr	Youpon & St Joseph Dr Lines No	No					\$ 500,000	City Budget/Grant Opportunities
<b>Sewer Total</b>				<b>\$ 814,600</b>	<b>\$ 195,000</b>	<b>\$ 740,000</b>	<b>\$ 90,000</b>	<b>\$ 14,350,000</b>	
<b>B Water</b>									
1	Water Distribution System Phase III Port St. Joe	Replace aging water pipes throughout city Yes	Yes				\$ 1,000,000		CDBG Grant/City Budget/NWFWMD Grant
2	St. Joe Beach Distribution Improvements Beaches	Replace fire hydrants and various valves throughout St. Joe Beach and Beacon Hill No	Yes					\$ 600,000	City Budget/Grant Opportunities
3	White City Booster Plant Improvements White City	Upgrade the fill line, Ground Storage Tank, and distribution lines. Generator No	No		\$ 15,000			\$ 1,000,000	City Budget/Grant Opportunities
4	Old St. Joe Beach Water Line	No	No		\$ 60,000				City Budget/Grant Opportunities
5	Old School Location	No	No		\$ 60,000				City Budget/Grant Opportunities

EXHIBIT "A" - PROPOSED FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS

ID #	Project Name General Location	Project Description Yes/No Comp Plan Concurrency	Required to meet LOS	FY 2017/2018 Funding	FY 2018/2019 Funding	FY 2019/2020 Funding	FY 2020/2021 Funding	FY 2021/2022 Funding	Project Funding Source
6	Well Abandonment Old Primary Site	Abandon production well at old primary site No	No		\$ 30,000				City Budget/Grant Opportunities
7	Well Abandonment SWTP	Abandon #4 production well No	No				\$ 50,000		City Budget/Grant Opportunities
8	Shark Tank Port St. Joe	Mixer System	No			\$ 35,000			City Budget/Grant Opportunities
9	SWTP Improvements Port St. Joe	Rehabilitate membrane modules No	No	\$ 100,000	\$ 100,000	\$100,000			City Budget/Grant Opportunities
10	Transmission Main Port St. Joe	Main Line replacement from Plant to Madison No	No					\$ 1,000,000	City Budget/Grant Opportunities
9	St. Joe Beach Tank Beaches	Replace Tank Lid No	No	\$50,000					City Budget/Grant Opportunities
10	SWTP Improvements Port St. Joe	Aux diesel tank Fuel System No	No		\$ 15,000				City Budget/Grant Opportunities
<b>C: Drainage</b>				<b>Water Total</b>	<b>\$ 150,000</b>	<b>\$ 280,000</b>	<b>\$ 135,000</b>	<b>\$ 1,050,000</b>	<b>\$ 2,600,000</b>
1	Stormwater Master Plan Update	Create a City wide Master stormwater plan including alleyways No	No			\$ 50,000			City Budget/Grant Opportunities
2	Stormwater Improvements Port St. Joe	Construct stormwater improvements throughout Port St. Joe No	No					\$1,000,000	City Budget/Grant Opportunities
3	Battles Street Outfall Port St. Joe	Construct stormwater facility at north end of Battles St. and improve the upstream collection No	No				\$ 450,000		City Budget/Grant Opportunities
4	Forest Park Stormwater Improvements	Construct stormwater facility in Forest Park and replace the stormwater pipe under 10th St. Ballfields No	No				\$ 790,000		City Budget/Grant Opportunities
5	Port St. Joe 6th & 7th Street Alley Port St. Joe	Rehabilitate stormwater system between Long & Woodward Ave No	No			\$111,656			City Budget/Grant Opportunities
<b>Drainage Total</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ 161,656</b>	<b>\$ 1,240,000</b>	<b>\$ 1,000,000</b>	



EXHIBIT "A" - PROPOSED FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS

ID #	Project Name General Location	Project Description Yes/No Comp Plan Concurrency	Required to meet LOS	FY 2017/2018 Funding	FY 2018/2019 Funding	FY 2019/2020 Funding	FY 2020/2021 Funding	FY 2021/2022 Funding	Project Funding Source
D Recreation									
1	Sports Complex 10th Street	Construct sports facility No	No					\$ 2,500,000	Grant Opportunities
2	George Core Park Port St. Joe	Construct recreational improvements. No	No					\$ 100,000	City Budget/Grant Opportunities
3	Kayak Boat Launch Port St. Joe	Build kayak launch area on bay front No	No					\$ 75,000	PSIRA/Grant Opportunities
4	Centennial Building Improvements Port St. Joe	Construct improvements to the Centennial Building No	No		\$ 400,000				Florida Boating Improvement Grant
5	Frank Pale Park Tennis Courts Port St. Joe	Rehabilitate tennis courts No	No					\$ 50,000	City Budget/Grant Opportunities
6	Port City Trail Improvements Port St. Joe	Rehabilitate Port City Trail No	No		\$ 250,000				City Budget/Grant Opportunities
7	Stac House Improvements Port St. Joe	Playground, Roof, AC System No	No			\$ 100,000			City Budget/Grant Opportunities
8	Washington Gym Improvements Port St. Joe	Windows, Interior remodel No	No				\$ 100,000		City Budget/Grant Opportunities
9									City Budget/Grant Opportunities
Recreation Total				\$ -	\$ 650,000	\$ 100,000	\$ 100,000	\$ 2,725,000	
E Transportation									
1	David B. Langston Drive Sidewalk Port St. Joe	Construct sidewalk along Langston Drive No	No			\$ 70,000			FDOT
2	City Signs Port St. Joe	Replace/Upgrade Signage No	No				\$ 120,000		PSIRA/Grant Opportunities
3	City Roadway Improvements Port St. Joe	Mill and resurface Reid Ave., MLK Blvd., and other streets as needed No	No					\$ 2,000,000	PSIRA/Grant Opportunities/FDOT
4	Sidewalk Improvements Port St. Joe	Rehabilitate aging sidewalks throughout the city No	No					\$ 250,000	PSIRA/Grant Opportunities
5	City Hall ADA Improvements Port St. Joe	Construct ADA improvements to City Hall No	No				\$ 100,000	\$ 100,000	City Budget/Grant Opportunities
6	Long Avenue Resurface Port St. Joe	Resurface Long Ave from 1st St to Madison No	No				\$ 700,000		City Budget/Grant Opportunities
7	Garrison Avenue Resurface Port St. Joe	Resurface Long Ave from 16th St to Madison No	No		\$ 412,000				FDOT/SCOP Grant
8	8th St Resurface Port St. Joe	Resurface 8th St from Woodward to Marvin No	No			\$ 412,000			City Budget/Grant Opportunities
9	Bridge Rehab Port St. Joe	Bridge and Guard Rail rehab, 16th St, Long, Monument Ave, & 20th St No	No						City Budget/Grant Opportunities
Transportation Total				\$ -	\$ 412,000	\$ 482,000	\$ 720,000	\$ 3,050,000	

**ORDINANCE NO. 550**

**AN ORDINANCE OF THE CITY OF PORT ST. JOE, FLORIDA AUTHORIZING THE USE OF GOLF CARTS UPON DESIGNATED MUNICIPAL STREETS SUBJECT TO SPECIFIED RESTRICTIONS; PROVIDING FOR CONFLICT AND SEVERABILITY; PROVIDING FOR REPEAL OF ALL PREVIOUS ORDINANCE'S RELATED TO GOLF CART USE UPON DESIGNCATED STREETS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Section 316.212, Florida Statutes, permits municipalities to allow golf carts to be operated upon municipal streets provided that the local government first determine that golf carts may safely travel on or across such public roads or streets upon considering such factors as the speed, volume, and character of motor vehicle traffic using those roads or streets in question; and

**WHEREAS**, Section 316.212, Florida Statutes, requires that golf carts may only be operated on such public roads or streets during the hours between sunrise and sunset, unless the governmental agency specifically determines that such golf carts may also operate during the hours between sunset and sunrise and the golf cart is equipped with headlights, brake lights, turn signals and windshield; and

**WHEREAS**, the City of Port St. Joe has determined that golf carts may safely be operated on or across certain roads or streets within the city limits, after the consideration of the speed, volume, and the character of motor vehicle traffic on the relevant roads or streets; and

**WHEREAS**, the City desires to provide additional regulations for the operation of golf carts on designated roads and streets in Port St. Joe, Florida; and

**WHEREAS**, the City believes that regulations proposed in this ordinance promote and enhance the health, safety and welfare of its citizens.

**NOW THEREFORE, BE IT ENACTED BY THECITY OF PORT ST. JOE, FLORIDA, AS FOLLOWS;**

**SECTION 1. AUTHORITY.** The City of Port St. Joe has authority to adopt this Ordinance pursuant to Article VIII of the Constitution of the State of Florida, Chapter 166, Florida Statutes, and Section 316.212, Florida Statutes.

**SECTION 2.** A new Article III of Chpater 66, Traffic and Vehicles, of the Code of Ordinances of the City of Port St. Joe, Florida, is hereby adopted as follows:

**ARTICLE III**

**GOLF CARTS ON PUBLIC CITY STREETS**

**Sec. 66-62. TITLE; AUTHORITY.**

- A. This Article shall be known and may be cited as the "City of Port St. Joe Golf Cart Ordinance."
- B. The city has the authority to adopt this article pursuant to Article VIII of the Constitution of the State of Florida, Chapter 166, Florida Statutes and Section 316.212, Florida Statutes.

**Sec. 66-63. DEFINITIONS.**

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in the section, excepts where the context clearly indicates a different meaning:

- A. *Golf cart* as defined in F.S. §320.01, means a motor vehicle that is designed and manufactured for operation on a golf course for sporting or recreational purposes and that is not capable of exceeding speeds of 20 miles per hour.
- B. *Designated roadways* mean those roads identified by the City as being safe for operation of golf carts in accordance with all requirements for operation set forth in this division.
- C. *Driver's license* means a valid license issued to operate a motor vehicle issued by the State of Florida or any other state.
- D. *Inspection* shall mean a safety evaluation of each registered golf cart by the City of Port St. Joe Police Department confirming that the golf cart meets the minimum requirements of this division.

**Sec. 66-64 USE OF GOLF CARTS ON DESIGNATED ROADWAYS.**

Golf carts meeting all requirements of this division may be operated as follow:

- A. Golf Carts shall be allowed to legally travel on all City roads with the exception of Garrison Avenue and Long Avenue unless, such travel is done to access the next side street but, at no time, shall travel on Garrison Avenue and Long Avenue be for more than two (2) City blocks.
- B. It shall be unlawful to operate a golf cart upon a state highway unless otherwise authorized pursuant to Section 316.212(s), Florida Statutes, or any other applicable State statute.
- C. Golf carts shall not be operated on private property, unless authorized by the property owner, or on sidewalks, bicycle paths, swales, or trails. Golf carts shall not be operated on any roadway where the designated speed limit is greater than

thirty (30) miles per hour, or on any state or county roadway, except to cross at designated intersections for immediately reaching the next designated roadway.

**Sec. 66-64 GOLF CART OPERATION.**

Golf carts operating on designated roadways shall be subject to the following restrictions:

- A. *Hours of operation.* Golf carts may be operated on designated roadways only during the hours between sunrise and sunset.
- B. *Driving after Sunset:* Golf carts which are properly equipped pursuant to Florida Statute 316.212 and this Ordinance shall be allowed to operate from sunset until midnight. The City Commission may, by resolution, temporarily authorize the operating of golf carts on designated roadways between midnight and sunrise.
- C. *Licensed driver.* Golf carts operating on designated roadways must be operated by a person who is at least sixteen (16) years of age, and who possesses a valid driver's license. Persons who possess a valid learner's permit may operate a golf cart on designated roadways when accompanied by a licensed driver of at least eighteen (18) years of age.
- D. Pursuant to Florida Statute 316.212(7), a golf cart may not be operated on public roads or streets by any person under the age of 14.
- E. *Maximum speed.* Golf carts operating on designated roadways shall not exceed twenty (20) miles per hour.
- F. *Compliance with traffic laws.* Golf carts shall be operated in accordance with all applicable local and state traffic regulations. Golf carts shall stay to the far right of any designated roadway and shall yield the right-of-way to overtaking drivers. Golf carts shall not obstruct or impede normal traffic flow.
- G. *Occupants.* The number of occupants in a golf cart operated on designated roadways shall be limited to the number of seats on the golf cart. No occupants of a golf cart shall stand at any time while the golf cart is in motion.
- H. Consistent with Florida Statute 316.613, children aged through three (3) years shall be restrained in a properly attached and separate federally approved child restraint device and children aged four (4) through five (5) years must be restrained with a seat belt.
- I. *Alcohol.* All state regulations governing the use and possession of alcoholic beverages while operating a motor vehicle shall apply to the operation of golf carts on designated roadways.

- J. Any person operating a golf cart on any town street does so at his own risk and must operate such vehicle with due regard for the safety and convenience of other motor vehicles, bicyclists and pedestrians. The city in so designating certain city streets for the operation of the golf carts extends such operating privileges on the express condition that the operator of such golf carts undertakes such operation at his own risk and assumes total liability for operating the vehicle on city streets. The registered owner of the golf cart agrees to defend, release, indemnify and hold harmless the City of Port St. Joe, its officials and employees for any and all claims, demand, damages or losses, including reasonable attorney's fees and all costs of defending any claims, demand, or damages arising from the operation of said golf cart.

**Sec. 66-65. GOLF CART REQUIRED EQUIPMENT**

All golf carts operated on designated roadways shall be in compliance with Florida Statute 316.212(6) and maintain the following equipment in good working order:

- A. Efficient brakes;
- B. Reliable steering apparatus;
- C. Safe tires;
- D. Rearview mirrors;
- E. Red reflectorized warning devices, both in the front and rear;
- F. Headlights;
- G. Brake lights;
- H. Turn Signals; and
- I. Windshield.

**Sec.66-66 INSPECTION AND REGISTRATION OF GOLF CARTS**

All golf carts operating on designated roadways in the City of Port St. Joe shall be registered and inspected as follows:

- A. Golf carts shall be registered by the owner of the golf cart on a form prescribed by the police chief or the police chief's designee. The owner shall pay an annual registration fee of ten dollars (\$10.00) and shall be issued a registration decal which shall be affixed to the golf cart. Decals shall be issued annually and are valid for one year after issuance. Owners who are age sixty-five (65) or older shall pay a

one-time registration fee and thereafter shall not be required to pay the annual fee as set forth herein upon submission of proof of payment of the one-time fee.

- B. Prior to issuance of a registration decal, golf cart owners shall be required to provide (i) proof of ownership, (ii) proof of liability insurance, and (iii) a valid driver's license.
- C. At the time a golf cart owner registers a particular golf cart, the police department, or the police chief's designee, shall inspect the golf cart to ensure the required equipment is installed and working properly. In the event the golf cart fails inspection, each additional inspection shall be five dollars (\$5.00).
- D. At such time the owner of the golf cart seeks to apply for or, renew the annual registration the golf cart owner shall be required to execute and submit an affidavit of compliance attesting that the equipment required by this Ordinance is installed and working properly. The affidavit shall be required as a condition to the issuance of the annual registration decal. Such affidavit of compliance shall be on a form prescribed by the police chief or the police chief's designee.
- E. Lost or stolen registration decals are the responsibility of the golf cart owner. A police report shall be filed in the event of a lost or stolen decal. The police chief or the police chief's designee shall have the discretion to determine whether a replacement decal may be issued. If no existing registration information is available, the police chief may direct the golf cart owner to reapply and to repay any required fees prior to a replacement decal being issued.
- F. Proof of registration shall be kept on the golf cart at all times when being operated within the jurisdiction of the City.
- G. Operation of a golf cart without complying with this section shall be a violation of this Ordinance and the penalty shall be as follows;

I. Driving a golf cart without current City registration:

- 1. First Offense: WARNING
- 2. Second Offense: \$100.00
- 3. Third Offense: \$200.00, and registration revoked for 1 year.

II. Driving a golf cart with a revoked registration shall result in a fine of \$250.00, and permanent revocation of the owner's registration.

**Sec. 66-67. INSURANCE.**

All golf cart owners are required to purchase and maintain liability insurance insuring against personal injury and property damage. Minimum required insurance shall be the same as for motor vehicles registered in the State of Florida for personal use and as designated by Florida Statutes.

Proof of insurance must be presented at time of golf cart registration and must be possessed at all times by the golf cart operator while operating the golf cart on designated roadways.

**Sec. 66-68. ENFORCEMENT.**

Violations of this Ordinance shall be enforced by the officers of the Police Department pursuant to Florida Statute 316.640 as well as those duly employed by the City as Code Enforcement Officers.

**Sec. 66-69. VIOLATIONS AND PENALTIES.**

- A. Any person violating Section 2(a) and (e), Section 3(b)-(c), and Section 5 hereof, except where a penalty is specifically prescribed for that particular violation, shall be issued a City of Port St. Joe Civil Citation (or notice of violation) with the following fine amount;

I.	First Violation	WARNING
II.	First Violation after Warning	\$100.00
III.	Second Violation within eighteen (18) months	\$200.00
IV.	Third Violation within twenty-four (24) months	\$300.00
V.	More than 3 violations within twenty-four (24) months shall result in revocation of registration.	

- B. All other violations of this Ordinance shall be considered non-criminal infraction, punishable pursuant to Chapter 318, Florida Statute or other applicable Florida Statute.
- C. The use of a golf cart resulting in violations of the state “uniform traffic control” statute and the state “uniform disposition of traffic infractions act” are enforceable according to Florida Statute Chapter 316 and 318.
- D. In addition to any fine levied under this section, the City may bring civil suit to restrain, enjoin, or otherwise prevent the violation of this Article in a court of competent jurisdiction. If the City brings suit to restrain or enjoin or to otherwise prevent the violation of this article, the City is entitled to recover its reasonable attorneys’ fees and court costs from the named defendant in the action.
- E. Any person receiving a civil citation pursuant to this Article may, within thirty (30) days of the date of the notice of violation;
- I. Pay the assessed civil penalty pursuant to instructions on the notice of violation; or

- II. Contest (or appeal) the notice of violation and request a hearing thereon within thirty (30) days of receiving a notice of violation of this ordinance. Should the trier of fact determine that this ordinance has been violated, said person shall be subject to a fine of up to the maximum allowed by law along with being required to pay all costs incurred by the City in the prosecution of such violation.
- F. Upon receipt of an appeal, the City shall schedule a hearing before the Special Magistrate to occur not less than 60 days after the City's receipt of the appeal request; provided, however, that the Chief of Police or his designee may void or dismiss the notice of violation being appealed if the Chief of Police or his designee determines based on a review of the appeal that there does not exist probable cause to believe that the appellant committed a violation of this Article. Written notice of a dismissal shall be provided to the appellant. Otherwise, the City shall mail notice of the hearing to the appellant no less than fourteen (14) days prior to the date of the hearing, and such notice shall be sent by first class U.S. mail. After such hearing, the Special Magistrate shall issue a written order granting or denying the appeal and a copy of such order shall be hand delivered to the appellant at the hearing or sent within three (3) days thereafter by First class U.S. mail to the appellant. If the appeal is denied, the applicable civil penalty and administrative charges determined by the Special Magistrate shall be due and payable within ten (10) days after the Hearing Board's issuance of its order.
- G. If a person who has received a notice of violation fails to pay the assessed civil penalty or request a hearing within thirty (30) days, they shall be adjudged to have violated this article and the appropriate civil penalty shall be imposed. The City Manager is hereby authorized to pursue all necessary collection methods in furtherance of this section.
- H. The City staff is hereby authorized to pursue collection activities relative to fines imposed against those who violate this ordinance in such manner, and using such processes, as may be in the best interests of the City and may authorize collection agencies and the City Attorney to pursue collections in a manner consistent with controlling law. This shall include, but is not limited to, the methods outlined within Florida Statute Chapter 28.

**SECTION 4. CODIFICATION.** It is the intention of the City Commission of the City that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the City; and that sections of this Ordinance may be renumbered or re-lettered and the word "ordinance" may be changed to "chapter," "section," "article," or such other appropriate word or phrase in order to accomplish such intentions; and regardless of whether such inclusion in the Code is accomplished, sections of this Ordinance may be renumbered or re-lettered and the correction of typographical errors which do not affect the intent may be authorized by the City Manager, without need of public hearing, by filing a corrected or re-codified copy of same with the City Clerk.



**SECTION 5. CONFLICTS AND REPEALER.** This Ordinance shall be cumulative of all provisions of the Ordinances of the City of Port St. Joe, Florida, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinances, in which event all Ordinances or parts thereof in conflict with this Ordinance are hereby repealed to the extent of such conflict. The City hereby specifically repeals all previously adopted Ordinances related to the use and operation of Golf Carts upon City streets which include, but are not limited to those which are listed in Article III, Section 66-51 through 66-61.

**SECTION 6. SEVERABILITY.** If any section, subsection, sentence, clause, phrase or portion of this Ordinance, or application hereof, is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion or application shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions thereof.

**SECTION 7. EFFECTIVE DATE.** This Ordinance shall become effective on \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

This Ordinance shall become effective on the date prescribed above upon its adoption by the City of Port St. Joe, Florida, City Council.

PASSED on First Reading \_\_\_\_\_

NOTICE published on \_\_\_\_\_

PASSED on Second and Final Reading \_\_\_\_\_

ATTEST:

CITY OF PORT ST. JOE

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
MAYOR

APPROVED AS TO FORM AND CONTENT:

\_\_\_\_\_  
J. ADAM ALBRITTON, CITY ATTORNEY

Approved as to form for the  
Reliance of the City of Port St. Joe  
only:

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J. Adam Albritton, City Attorney

Preferred Municipal Insurance  
 Engle Martin & Associates  
 City of Port St Joe-Hurricane Michael  
 Loss by Unit-Property

<u>Unit</u>	<u>Building</u>		12/6/2018	1/31/2019	<u>Expenses</u>	<u>Repair Bid</u>	<u>Recoverable</u>		<u>FEMA Claim</u>	<u>FEMA Adjust</u>	<u>FEMA Net</u>	<u>FEMA 75%</u>	<u>Remaining</u>
	<u>Claim</u>	<u>Revised</u>	<u>Claim</u>	<u>Revised</u>			<u>Depreciation</u>	<u>Depreciation</u>					
61 STAC House	\$ 16,001	\$ 40,550			\$ -	\$ (44,800)	\$ 7,879	\$ 30,241	\$ (10,241)	\$ 20,000	\$ 15,000	\$ 18,629	

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**Original INS EST**

**STATEMENT OF LOSS**

**Insured:** Preferred Muni – City of Port St. Joe  
**Location of Loss:** Multiple Locations - Port St. Joe, FL  
**Nature of Loss:** Cat 57 Hurricane Michael

**Unit 047**

Damage/Repairs - As Confirmed	\$106,473.31	
Gross RCV Damages	\$106,473.31	\$106,473.31
<b>Less:</b>		
Withheld Depreciation	(\$21,256.08)	
Deductible - 3% Hurricane	(\$20,116.68)	
Net ACV Damages	\$65,100.55	\$65,100.55

**Unit 048**

Damage/Repairs - As Confirmed	\$717.06	
Gross RCV Damages	\$717.06	\$717.06
<b>Less:</b>		
Deductible - 3% Hurricane	(\$12,779.16)	
Net ACV Damages	Under Deductible	Under Deductible

**Unit 049**

Damage/Repairs - As Confirmed	\$22,379.05	
Gross RCV Damages	\$22,379.05	\$22,379.05
<b>Less:</b>		
Withheld Depreciation	(\$504.08)	
Deductible - 3% Hurricane	(\$4,042.29)	
Net ACV Damages	\$17,832.68	\$17,832.68

**Unit 061**

**STAC HOUSE**

Damage/Repairs - As Confirmed	\$28,546.00	
Gross RCV Damages	\$28,546.00	\$28,546.00
<b>Less:</b>		
Withheld Depreciation	(\$3,950.06)	
Deductible - 3% Hurricane	(\$8,595.00)	
Net ACV Damages	\$16,000.94	\$16,000.94 <b>(A)</b>

**Unit 065**

Damage/Repairs - As Confirmed	\$18,093.87	
Gross RCV Damages	\$18,093.87	\$18,093.87
<b>Less:</b>		
Withheld Depreciation	(\$2,982.27)	
Deductible - 3% Hurricane	(\$1,200.00)	
Net ACV Damages	\$13,911.60	\$13,911.60

**Unit 066**

Damage/Repairs - As Confirmed	\$11,272.31	
Gross RCV Damages	\$11,272.31	\$11,272.31
<b>Less:</b>		
Withheld Depreciation	(\$1,433.42)	
Deductible - 3% Hurricane	(\$900.00)	
Net ACV Damages	\$8,938.89	\$8,938.89

**Unit 067**

Damage/Repairs - As Confirmed	\$1,070.93	
Gross RCV Damages	\$1,070.93	\$1,070.93
<b>Less:</b>		
Withheld Depreciation	(\$124.56)	
Deductible - 3% Hurricane	(\$600.00)	
Net ACV Damages	\$346.47	\$346.47

**Unit 068**

Damage/Repairs - As Confirmed	\$5,349.55	
Gross RCV Damages	\$5,349.55	\$5,349.55
<b>Less:</b>		
Withheld Depreciation	(\$666.00)	
Deductible - 3% Hurricane	(\$720.00)	
Net ACV Damages	\$3,963.55	\$3,963.55

*Revised Ins EST*  
*O*

**STATEMENT OF LOSS**

**Insured:** Preferred Muni – City of Port St. Joe  
**Location of Loss:** Multiple Locations - Port St. Joe, FL  
**Nature of Loss:** Cat 57 Hurricane Michael

**Unit 047**

Damage/Repairs - As Confirmed	\$106,473.31	
<b>Gross RCV Damages</b>	<b>\$106,473.31</b>	<b>\$106,473.31</b>
<b>Less:</b>		
Withheld Depreciation	(\$21,256.08)	
Deductible - 3% Hurricane	(\$20,116.68)	
<b>Net ACV Damages</b>	<b>\$65,100.55</b>	<b>\$65,100.55</b>

**Unit 048**

Damage/Repairs - As Confirmed	\$717.06	
<b>Gross RCV Damages</b>	<b>\$717.06</b>	<b>\$717.06</b>
<b>Less:</b>		
Deductible - 3% Hurricane	(\$12,779.16)	
<b>Net ACV Damages</b>	<b>Under Deductible</b>	<b>Under Deductible</b>

**Unit 049**

Damage/Repairs - As Confirmed	\$22,379.05	
<b>Gross RCV Damages</b>	<b>\$22,379.05</b>	<b>\$22,379.05</b>
<b>Less:</b>		
Withheld Depreciation	(\$504.08)	
Deductible - 3% Hurricane	(\$4,042.29)	
<b>Net ACV Damages</b>	<b>\$17,832.68</b>	<b>\$17,832.68</b>

**Unit 058**

Damage/Repairs - As Confirmed	\$33,073.00	
<b>Gross RCV Damages</b>	<b>\$33,073.00</b>	<b>\$33,073.00</b>
<b>Less:</b>		
Deductible - 3% Hurricane	(\$900.00)	
<b>Net ACV Damages</b>	<b>\$32,173.00</b>	<b>\$32,173.00</b>

**Unit 061**

Damage/Repairs - As Confirmed	\$57,023.64	
<b>Gross RCV Damages</b>	<b>\$57,023.64</b>	<b>\$57,023.64</b>
<b>Less:</b>		
Withheld Depreciation	(\$7,878.87)	
Deductible - 3% Hurricane	(\$8,595.00)	
<b>Net ACV Damages</b>	<b>\$40,549.77</b>	<b>\$40,549.77</b>

*STAC House*

*(C)*

*Recoverable Funds*

*NET (B)*

**Unit 065**

Damage/Repairs - As Confirmed	\$18,093.87	
<b>Gross RCV Damages</b>	<b>\$18,093.87</b>	<b>\$18,093.87</b>
<b>Less:</b>		
Withheld Depreciation	(\$2,982.27)	
Deductible - 3% Hurricane	(\$1,200.00)	
<b>Net ACV Damages</b>	<b>\$13,911.60</b>	<b>\$13,911.60</b>

**Unit 066**

Damage/Repairs - As Confirmed	\$11,272.31	
<b>Gross RCV Damages</b>	<b>\$11,272.31</b>	<b>\$11,272.31</b>
<b>Less:</b>		
Withheld Depreciation	(\$1,433.42)	
Deductible - 3% Hurricane	(\$900.00)	
<b>Net ACV Damages</b>	<b>\$8,938.89</b>	<b>\$8,938.89</b>

**Unit 067**

Damage/Repairs - As Confirmed	\$1,070.93	
<b>Gross RCV Damages</b>	<b>\$1,070.93</b>	<b>\$1,070.93</b>
<b>Less:</b>		
Withheld Depreciation	(\$124.56)	
Deductible - 3% Hurricane	(\$600.00)	
<b>Net ACV Damages</b>	<b>\$346.47</b>	<b>\$346.47</b>

**Unit 068**

Damage/Repairs - As Confirmed	\$5,349.55	
<b>Gross RCV Damages</b>	<b>\$5,349.55</b>	<b>\$5,349.55</b>
<b>Less:</b>		
<b>Withheld Depreciation</b>		
Withheld Depreciation	(\$666.00)	
Deductible - 3% Hurricane	(\$720.00)	
<b>Net ACV Damages</b>	<b>\$3,963.55</b>	<b>\$3,963.55</b>

# FEMA Est.

## Cost

Code	Quantity	Unit	Total Cost	Section
9001 (Contract)	1.00	Lump Sum	\$28,546.00	Uncompleted
9001 (Contract)	1.00	Lump Sum	\$1,694.85	Uncompleted

CRC Gross Cost	\$30,240.85
Total 406 HMP Cost	\$0.00
Total Insurance Reductions	(\$10,240.85)
CRC Net Cost	\$20,000.00
Federal Share (75.00%)	\$15,000.00
Non-Federal Share (25.00%)	\$5,000.00

## Subgrant Conditions

- As described in 2 CFR, Part 200 § 200.333, financial records, supporting documents, statistical records and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three (3) years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a sub-recipient. Federal awarding agencies and pass-through entities must not impose any other record retention requirements upon non-Federal entities. Exceptions, Part 200.333, (a) – (f), (1), (2). All records relative to this Project Worksheet are subject to examination and audit by the State, FEMA and the Comptroller General of the United States and must reflect work related to disaster-specific costs.
- In the seeking of proposals and letting of contracts for eligible work, the Applicant/Subrecipient must comply with its Local, State (provided that the procurements conform to applicable Federal law) and Federal procurement laws, regulations, and procedures as required by FEMA Policy 2 CFR Part 200, Procurement Standards, §§ 317-326.
- The Recipient must submit its certification of the applicant's completion of all of its small projects and compliance with all environmental and historic preservation requirements within 180 days of the applicant's completion of its last small project.
- The terms of the FEMA-State Agreement are incorporated by reference into this project award under the Public Assistance grant and the applicant must comply with all applicable laws, regulations, policy, and guidance. This includes, among others, the Robert T. Stafford Disaster Relief and Emergency Assistance Act; Title 44 of the Code of Federal Regulations; FEMA Policy No. 104-009-2, Public Assistance Policy and Program Guide; and other FEMA policy and guidance.
- The DHS Standard Terms and Conditions in effect as of the date of the declaration of this major disaster are incorporated by reference into this project award under the Public Assistance grant, which flow down from the Recipient to subrecipients unless a particular term or condition indicates otherwise.
- The Uniform Administrative Requirements, Cost Principles, and Audit Requirements set forth at 2 C.F.R. pt. 200 apply to this project award under the Public Assistance grant, which flow down from the Recipient to all subrecipients unless a particular section of 2 C.F.R. pt. 200, the FEMA-State Agreement, or the terms and conditions of this project award indicate otherwise. See 2 C.F.R. §§ 200.101 and 110.
- The applicant must submit a written request through the Recipient to FEMA before it makes a change to the approved scope of work in this project. If the applicant commences work associated with a change before FEMA approves the change, it will jeopardize financial assistance for this project. See FEMA Policy No. 104-009-2, Public Assistance Program and Policy Guide.

## Insurance

### Additional Information



# The City of Port St. Joe

April 2, 2019

RSM US LLP  
Attn: Mr. Greg Johnson  
800 Magnolia Ave., #1700  
Orlando, FL 32803

**RE: Delegation of Authority Letter for Public Assistance**

Dear Mr. Johnson:

The City Commission of the City of Port St. Joe, Florida, grants James A. Anderson, City Manager, authority to complete and sign a Public Assistance Application on behalf of the City of Port St. Joe. Should you have any questions, please give me a call.

Sincerely,

James "Bo" Patterson  
Mayor

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# Port St. Joe Resilience and Recovery Fellow Proposal

A summary of the proposal to place an SBP Resilience and Recovery Fellow within the city of Port St. Joe's recovery operations

## BACKGROUND

On October 10, 2018, Hurricane Michael made landfall in the Florida Panhandle. During this event, the city of Port St. Joe was heavily damaged due to flooding and high winds brought on by the hurricane. Shortly after Michael passed beyond Florida, SBP sent a team of AmeriCorps members to assist with relief and recovery efforts. Based out of New Orleans, SBP is an award-winning nonprofit organization that shrinks the time between disaster and recovery. A leader in volunteer-driven, post-disaster rebuilding; SBP educates, advocates and improves the disaster recovery sector so that we can collectively achieve more for communities. With a team of 75 staff and 240 AmeriCorps members, SBP has rebuilt more than 1,600 homes across 12 communities and shared best practices with many more.

One of SBP's Five Interventions is to advise government officials, policymakers, and civic sector leaders immediately after a disaster to help leaders allocate and deploy federal dollars sooner, access more and better data, procure strategically, and lead programs in a way that empowers a more efficient recovery for survivors. One way SBP supports and advises local government leaders is through the placement of a Resilience and Recovery Fellow within local government recovery operations. Resilience and Recovery Fellows serve as in-house advisors and project leaders to identify and help execute pre-disaster resilience activities and post-disaster recovery programs. Fellows are charged with delivering SBP's values and theory of change to implement more effective, client-focused preparedness and recovery programs. Many governments lack the resources to hire full-time staff to manage recovery efforts which is why SBP shares the cost of employing and placing fellows with the government partners with whom they serve.

## PROPOSAL SUMMARY

The Resilience and Recovery Fellow will be an SBP employee placed within the Port St. Joe government for a period not to extend beyond 1 year unless approved by both SBP and the City of Port St. Joe. The fellow will work part-time and will support recovery activities in the city including setting goals, tracking progress towards said goals, gathering and analyzing data, accessing and influencing major funding sources, assisting in the application to recovery and resilience funding sources, developing recovery programming, and advocating with county, state, and federal officials on behalf of the city. The fellow will work with city staff and will report regularly to the City Commissioners on progress as well as seek their approval and feedback on any major undertakings or programs.

The City of Port St. Joe agrees to cover 50% of the cost share of the Resilience and Recovery Fellow while also aiding in the identification of additional government partners. Any additional government partners will share the fellow's time and a proportional amount of the 50% overall cost share.

Below is the position description for the Resilience and Recovery Fellow as well as a budget for the cost of employing and placing the fellow within the City of Port St. Joe.

If you have any questions, please feel free to contact Mark Smith at [MSmith@sbpusa.org](mailto:MSmith@sbpusa.org) or 832-350-8646.





<b>Position:</b>	<b>Resilience and Recovery Fellow</b>
<b>Organization:</b>	<b>SBP</b>
<b>Reports to:</b>	<b>Advisory Services Manager</b>
<b>Location:</b>	<b>Gulf County, Florida</b>

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### **About SBP**

SBP is an award-winning, innovative nonprofit organization that shrinks the time between disaster and recovery. A leader in volunteer-driven, post-disaster rebuilding; SBP educates, advocates and improves the disaster recovery sector so that we can collectively achieve more for communities. With a team of 80 staff and 240+ AmeriCorps members, SBP has rebuilt more than 1,600 homes across 12 communities and shared best practices with many more.

SBP's vision is to embrace constant improvement, community-wide collaboration, and clear benchmarks to reduce human suffering caused by the tolls of delay in recovery. By pairing resilience training with recovery operations, we strive to reduce the need for our rebuilding services over time by increasing preparedness among vulnerable communities.

SBP encourages individuals that are hungry for change and eager to innovate to join our team so that we can change the future of disaster recovery together.

### **Position Summary:**

This position will be located in Gulf County, Florida with a particular focus on the city of Port St. Joe where local housing stock was devastated due to flooding and high winds from Hurricane Michael. The Resilience and Recovery Fellow will serve with city and county government as an in-house advisor and project leader to identify and help execute pre-disaster resilience activities and post-disaster recovery programs. The Fellow will be charged with delivering SBP's values and theory of change to implement more effective, outcomes-focused preparedness and recovery programs.

The Resilience and Recovery Fellow will support local leader and coordinate with state and nonprofit partners with the goal of accelerating the speed of recovery. They will achieve this through assisting the city of Port St. Joe and future recovery partners in: setting clear goals for recovery, collect and obtain data on impact and ongoing needs from all relevant sources including other government agencies, and identify funding sources to support recovery efforts. These activities will result in the creation or influence of recovery programs that will ensure a prompt, efficient, and predictable recovery for the people of Gulf County and adjacent communities.

### **Position Responsibilities:**

- Assist local leaders in understanding the long term recovery process and in defining measurable recovery goals for their community
- Assist in data collection and advocacy efforts around community-wide unmet need
- Identify trends, gaps in services, barriers to recovery and propose solutions to address critical recovery needs
- Develop, in conjunction with local leaders, funding proposals and grant opportunities to address unmet needs in the community
- Identify sources of funding and resources that can be tapped to assist in the community recovery including, corporations, community foundations, faith based partners, and private donations
- Help structure and implement local grant making program guidelines and execution
- Support SBP's advise and advocacy efforts in Florida with the goal of improving the efficacy of disaster recovery across the state and nation
- Develop relationships with state and federal officials in order to advocate for resources needed at the local level and improve the delivery of services and recovery programming

**Requirements:**

- Bachelor's Degree plus 1-2 years' experience with disaster recovery and resilience
- Experience with developing constructive relationships with people from all segments of the community
- Ability to plan and meet deadlines
- Clear written and verbal communication skills
- Effectively and positively manage multiple projects and people
- Demonstrate initiative and work productively with limited supervision
- Demonstrate commitment to continued professional growth and development
- Embody the values, mission and vision of SBP in your communication and interactions
- Seek out and participate in advocacy opportunities that benefit clients and the community

**Primary Relationships:**

This position reports to internally to SBP's Advisory Services Manager. Additionally, this position will report to the City Commission of Port St. Joe on progress to goals, relevant information learned that impacts the recovery of the city, and new opportunities for the city to pursue.

*SBP is an equal opportunity employer and adheres to all applicable city, state and federal laws regarding equal employment opportunity and hiring practices.*

*All qualified applicants will receive consideration for employment without regard to age, race, color, religion, gender, creed, national origin, physical or mental disability, marital status, veteran status, disabled veteran status, or status as a member of any other protected group or activity.*

*It is the policy of SBP not to discriminate against any individual, person, or group on the basis of disability and the intent of SBP to address any complaints that may arise pursuant to Section 504.*

## SBP Resilience and Recovery Fellow Program Budget

Port St. Joe Placement

Staff Costs				Total Number of Fellows			1	Salary Range	42-50k
Salaries	Salary	% Time	% Billed to SBP	Total Amount	SBP Share	Grantee Share			
Resilience and Recovery Fellow (\$30k per fellow)	45,000	100%	50%	45,000	22,500	22,500			
				-	-	-			
Total Salaries	45,000.00			45,000	22,500	22,500			
Fringe Benefits									
Staff FICA			50%	3,443	1,721	1,721			
Staff Medical Cost			50%	7,200	3,600	3,600			
Staff Workers Compensation			50%	3,150	1,575	1,575			
Staff Unemployment Insurance			50%	250	125	125			
Total Fringe Benefits			50%	14,043	7,021	7,021			
Staff Travel					-	-			
Staff travel for training and monitoring			50%	2,000	1,000	1,000			
Fellow Travel to SBP Sponsored-Trainings			50%	1,000	500	500			
Expected mileage and misc travel costs			50%	500	250	250			
Total Staff Travel				3,500	1,750	1,750			
Total Staff Costs				62,543	31,271	31,271			
Other Costs									
Other Program Costs									
Technology Budget			50%	1,000	500	500			
Research Budget			50%	500	250	250			
Training -Misc			50%	75	38	38			
Background Checks			50%	63	31	31			
Timetracking			50%	13	6	6			
Recruitment			50%	250	125	125			
Total Other Program Costs				1,900	950	950			
Total Resilience and Recovery Fellow Program Budget				64,443	32,221	32,221			

**Code Enforcement 2019Activity**  
**As of 3/21/2019**

	Open		Closed		Total		Increase
Unlawful							
Accumulation	27		3		30		13
Substandard							
Structure	29		7		36		
Abandoned							
Vechicle	6				6		4
Unlawful							
Sewer							
Land regulation							
Violation	31		27		58		
Business Lic.							
Violation							
Special Master							
Hearings							
Building							
Demolition	10		53		63		8
Waste							
Violation	12		5		17		5
Sign							
Violation	2		458		460		
Total	117	Total	553	Total	670	Total	31