

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT  
2775 GARRISON AVENUE, August 20, 2019, at Noon.**

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

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of August 6, 2019, and the Workshop Meeting of August 8, 2019. All in favor; Motion carried 5-0.

**Building Department Update – Kelly Simpson** updated the Commission on the number of permits that have been issued by the Building Department since the last meeting: Demolition Permits 0; Residential Reroof 6; Commercial Reroof 1, Residential Remodel 2; Commercial Remodel 0; Temporary Power Poles 0; Electric Service Repair 1; Accessory Structures 1; New Single Family Structures 1; Temporary Structure Permits 0, and Increased Cost of Compliance Letters 1.

**PSJRA Update** – Commissioner Ashbrook did not have any updates for the Commission. There will be a PDRB Meeting on September 3, 2019, at Noon.

**City Attorney –**

*Ordinance 560 Marina Small Scale Amendment, First Reading -*

Ray Greer, City Planner, shared this will change the land use from Industrial to Mixed Use.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to have the First Reading of Ordinance 560. All in favor; Motion carried 5-0. Attorney Albritton read Ordinance 560 by Title only.

*Ordinance 561 Marina PUD, First Reading -*

Commissioner Hoffman asked for clarification about the word gateway and the roundabout at the Marina.

Patrick Murphy of the St. Joe Company clarified that this would be an entrance and not a gate and there would be an open road.

Commissioner Lowry asked about the parking spaces for the dry storage area to which Mr. Murphy shared they were asking for a 15 to 1 ratio, but would be happy to change to a 5 to 1 ratio for the boat barn.

A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to have the first reading of Ordinance 561 with the parking density changed to 5 to 1 for the dry barn. All in favor; Motion carried 5-0. Attorney Albritton read Ordinance 561 by title only.

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

**Old Business**

*NERDA Grant Application*

Commissioner Langston questioned if this grant required a match and Mr. Anderson responded that it did not, it is 100% grant.

*Christy McElroy* thanked the Northwest Florida Water Management District (NFWFMD) and FL DEP for allowing the neighbors to share their concerns about the grant. She suggested having Workshops when fishermen, environmentalist, and citizens can have input. She noted her concerns about conflicts of interest issues.

Brett Cyphers, Executive Director of NFWFMD and Paul Thorpe attended the meeting. Mr. Cyphers stated he felt this was a great project and thanked Staff for their help and input.

City Manager, Jim Anderson, shared that a 2020 Senate District 3 Budget Request Form has been received from Senator Montford's office and a determination needs to be made on what to apply for. Suggestions of Long Avenue improvements and the First Street Lift Station were offered. A decision will need to be made as the request is due by November 1, 2019.

Mr. Anderson reminded the Commission that the first Public Hearing for the FY '19 –'20 Budget will be held on September 3, 2109, at 6 P.M. He also noted the final adoption of the Budget needs to be held in a Special Meeting on September 17, 2019, at 5:01 P.M. Consensus was to have the September 17, 2019, meeting at 5:01 P.M., rather than noon as scheduled.

The Commissioners were made aware there is a Budget Workshop scheduled for Tuesday, August 27, 2019, Noon, at the Ward Ridge Building.

### **New Business**

#### *PACES Foundation Phase II Traffic Study – Commissioner Ashbrook:*

Rick Hayman, representing the PACES Foundation, asked that they be allowed to have only once entrance, reduce the number of allowed parking spaces from 2 1/2 per apartment to 1 1/2 per apartment, and requested help from the City on fees.

Commissioner Langston was adamant that a second entrance was a must, and neighborhood residents need to be heard about this, as they need relief from current traffic issues.

Commissioner Lowry also feels that a second entrance is needed and a Workshop should be held to gather community input.

City Manager Jim Anderson shared that City Technical Advisory Committee has been reviewing the options and there needs to be a turning radiance for emergency vehicles and a second entrance.

Mayor Buzzett noted that he is not on board with 1 ½ spaces per apartments, it is not a good time to be asking the City for help with fees, the neighbors need to know what is coming down the line, and encouraged everyone to work together.

Commissioner Ashbrook feels the City should give a little to get a lot, stated a 25% reduction on impact fees had been previously granted to a group, and housing is needed.

Commissioner Hoffman feels another entrance way is needed, he will support Staff's recommendation, this is a great idea for housing, he is okay with going to 2 parking spaces per apartment, and will not support the City being indebted for the project.

Mr. Hayman shared that their profit margin is slim and the money will have to come from the apartments rather than site work.

#### *Tire Center Development Order Request –*

Marcus Ferguson and Hunter Baumgardner answered questions from the Commission concerning the Development Order. A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to approve the Development Order request. All in favor, Motion carried 5-0.

#### *Housing Resources Fair – North Port St. Joe P.A.C.-*

Cheryl Steindorf gave an overview of the planned providers for the resources fair to be held on September 14, 2019, from 9 A.M. until 4 P.M. She stressed everything is free and encouraged the community to participate.

**Public Works – John Grantland** was out and Mr. Anderson noted the following in his absence.

Staff will begin completion of the work for Jones Homestead over the next 3 – 4 weeks. When this project is finished, work will begin on the drainage issue between 6<sup>th</sup> and 7<sup>th</sup> Streets.

**Surface Water Plant – Larry McClamma RFP 2019-08, 2019-09, 2019-10 Chemicals (Handouts)**

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to award RFP 2019-09 for Caustic Soda to Univar USA Inc. in the amount of \$1.8430 per gallon and RFP 2019-10 to Allied Corporation in the amount of \$.868 per gallon. Both prices are good for one year. All in favor; Motion carried 5-0. Staff recommendation for RFP 2019-08 Liquid Ferric Sulfate is to concentrate efforts on finding an alternative or replacement chemical that can lower cost while still reducing the amount of organics in our water in the treatment process. They also recommend keeping the same vendor and not award the bid.

**Wastewater Plant – Kevin Pettis**

Disc Filtration Filters – Mr. Pettis requested that he be allowed to forgo several projects at the plant to purchase Disc Filtration Filters. There is \$79,000 in the budget for projects at the WWTP and these funds will be used to purchase the filters. A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to purchase Disc Filtration Filters. All in favor; Motion carried 5-0.

**Finance Director – Mike Lacour**

*Budget Update* – There will be a Budget Workshop on Tuesday, August 27, 2019, at noon to review the draft budget. Mr. Lacour is still waiting on health insurance numbers for the budget and will reach out to Mr. Van Lierop for these. FEMA and property insurance issues continue to move along.

**City Engineer – Clay Smallwood, III**

*Trail Lighting / Upgrades Grant Update* – No new updates for this project.

*Road Bond Money* – A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to use up to \$88,000 of the Road Bond Money to redo the road and shoulders of Clifford Sims Park at the Marina. All in favor; Motion carried 5-0.

**Code Enforcement** no action was required.

**Police Department – Chief Matt Herring**

Chief Herring did not have anything on the Agenda to discuss.

Mayor Buzzett thanked Chief Herring for the help from his department at the boat ramp Saturday with boaters and people going Scalloping.

**City Clerk - Charlotte Pierce**

Mrs. Pierce did not have anything to update the Commission on.

**Citizens to be Heard –**

*Christy McElroy* stated the Commission is doing a good job and she is looking forward to workshops on different issues. She expressed her concerns about local preference for businesses, using proper people for tasks, conflicts of interest, and corruption being seen in the news that could affect local issues. Ms. McElroy provided handouts that she requested be included for the records. These are attached as Exhibit A.

*Rosemary Lewis* requested guidance and parameters that would be used by Code Enforcement for vacant lots in the City.

*Robert Branch* had several questions about the NERDA Grant and piping.

Marvin Davis asked about water quality and cost of testing. Mayor Buzzett responded that Mr. McClamma's department has testing equipment and that lines from the meter to the house are the responsibility of the homeowner. He also referred him to the SHIP Program and NPSJ PAC Housing Resources Fair as a means for funding sources.

#### Discussion Items by Commissioners

Commissioner Langston reminded everyone that we are rebuilding, to be patient, don't rush into something just because it sounds or looks good, and understand what is going on before you jump into it. He noted the Commissions' job is to protect our citizens. Commissioner Langston also reiterated the need to get culverts and ditches cleaned up.

Commissioner Ashbrook shared that he has been looking at speed bump prices and suggested a relocatable flashing speed sign, feels that traffic is not the problem, but enforcement is needed. He noted his concerns about the alley ways behind Reid, how truckers are parking there, and there is a need to resolve the boat ramp parking.

Commissioner Lowry did not have anything to discuss with the Commission.

Commissioner Hoffman voiced his concerns about parking at the boat ramp, suggested offering overtime to employees to monitor the site, and noted that parking may need to be handled like state parks. He stressed that city residents should have first choice, county residents second, and whatever is left offered to others.

Mayor Buzzett thanked everyone for coming and their interest in our City.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to adjourn the meeting at 1:25 P.M.

Approved this 3<sup>rd</sup> day of September 2019.



Rex Buzzett, Mayor



Date



Charlotte M. Pierce, City Clerk



Date