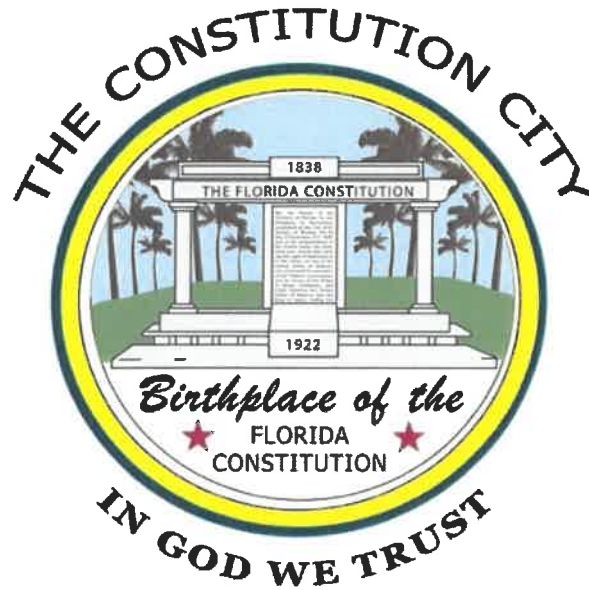


**July 20, 2021
Regular Meeting
12:00 Noon**



City of Port St. Joe

Rex Buzzett, 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
Tuesday July 20, 2021

Call to Order

Consent Agenda

Minutes

- Regular Meeting 7/6/21

Pages 1-4

City Attorney

- Update

Old Business

- City Projects

Pages 5-6

New Business

- Re-Finance of Current Regions Loan
- Budget 2021/2022

Public Works

- Update

Surface Water Plant

- Update

Wastewater Plant

- Update

Finance Director

- Update

City Engineer

- NRDA Stormwater Grant Master Plan
- Maddox Park Gazebo- Update/Request to Bid
- Walking Path FDOT Grant- Update
- CDBG Project- Update
- First Street Lift Station and Long Ave. Water/Sewer Project

Code Enforcement

- Update

Police Department

- Update

City Clerk

- **Grants Update**

Pages 7-8

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, July 6, 2021, at Noon.**

The following were present: Mayor Buzzett, Commissioners Ashbrook and Hoffman. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Clinton McCahill were also present. Commissioner Lowry joined the meeting at 12:01 P.M. and Commissioner Langston joined the meeting at 12:02 P.M.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to approve the Minutes of the Regular Meeting of June 15, 2021, and the Special Meeting of June 21, 2021. All in favor; Motion carried 4-0.

Mayor Buzzett moved the engineer's report up in the meeting.

City Engineer – John Baxley

NRDA Stormwater Grant Master Plan

This project is on hold.

Maddox Park Gazebo –

Dewberry is currently revising the design to include steps. Power is to be added to the site as well.

CDBG Project

The project is complete and Dewberry is working on a punch list.

First Street Lift Station and Long Avenue Water / Sewer Project

The Change Order for the Sewer rehabilitation of First Street has been executed and provided to FDEP. A preliminary schedule has been provided to the City for review.

Port City Trail

The trail construction is complete. Lighting has been rescheduled to begin the week of July 12, 2021.

City Attorney –

Ordinance 591 City Boat Ramp; Second Reading and Adoption:

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to adopt Ordinance 591. All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 591 by Title only.

Resolution 2021-11 Crypt Plate Fees

A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to approve Resolution 2021-11 to charge \$525 for Mausoleum Crypt Plates. All in favor, Motion carried 5-0. The current charge from the foundry exceeds what was collected for plates and this will prevent the City from paying anything for individual plates. The City does not charge for an employee to install the plates.

Panhandling Ordinance – Discussion

Consensus was for Attorney McCahill to proceed with expanding the Ordinance. Johnny Bryant asked for, and was given, a copy of the current Ordinance.

Old Business –

Gateway Apartments Update Paces Foundation – Fee Waiver Request

Consensus of the Commission was that until questions from the City at the last meeting are answered, there will be no concessions granted.

Jai Bryant expressed her concerns about the issues at Gateway Apartments.

Port Authority Loan Extension Request

A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to grant the request for the extension. All in favor; Motion carried 5-0.

Current City Projects

Mr. Anderson shared the progress that is being made on various City projects.

New Business –

Speeders on Peters Street – Nathan Peters, Jr.

Mr. Peters did not attend the meeting. Chief Jake Richards provided the results of the traffic study that was done on Peters Street over the weekend. Mr. Anderson will share the report with Mr. Peters. Chief Richards noted that the only street that could even be considered for speed bumps would be Avenue A.

Re-Finance of Current Regions Loan; Financial Advisor Quote

A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to enter into a contract with Jerry W. Ford of Ford and Associates, Inc., in the amount of \$22,000. All in favor; Motion carried 5-0.

Budget 2021 / 2022 – Tentative Millage Rate

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to hold the current Millage Rate of 3.5914 for the coming year. All in favor; Motion carried 5-0.

RFQ 2021-01 Workforce Housing (Handout)

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to rebid the RFQ and remove the Not for Profit and CHDO language for the RFQ. All in favor; Motion carried 5-0.

Public Works – John Grantland

Boat Ramp Freezer / Grinder Options

Consensus was to talk with BCC to increase the number of pickups per week in an effort to eliminate the odor.

Surface Water Plant – Larry McClamma

Request to Surplus Diesel Tank

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to declare the Diesel Tank as surplus. All in favor; Motion carried 5-0.

Wastewater Plant – Kevin Pettis

Mr. Pettis shared that there is 1' 4" of free board in the lagoon, they are pushing water, and he is waiting on sand for the spray fields.

Finance Director – Mike Lacour

Mr. Lacour will have the first draft of the new budget before the July 20th meeting. He suggested that there be a Budget Workshop at 11 A.M., before the August 3, 2021, and August 17, 2021, Regular Meetings.

He also shared that a letter had been received from the state to waive the local match on all local Hurricane Michael projects. Mr. Lacour is working on the June Financials, and Sales Tax Collections are highest he has seen. A plan is needed for Clifford Sims Park giving the Scope of Work for repairs.

Code Enforcement –

Mr. Anderson noted that two more structures have been taken down, one on MLK Boulevard, and the other is the Bell Property.

Mayor Buzzett asked that businesses be taken out of residential structures.

Police Department – Chief Richards

Chief Richards discussed the issue of vehicles going the wrong way on Cecil G. Costin, Sr., Boulevard and stated that he is working to put new "Do Not Enter" signs up along the way. He shared that the 4th of July weekend was good and there were no major issues.

Mayor Buzzett asked about signage for the crosswalk at Highway 98 and Third Street. Mr. Grantland noted that the state has offered the equipment to the City. He also stated that the signage on Highway 98 and Seventh Street appeared to be helping the situation.

Chief Richards noted that he had spoken with FDOT about the delineators at the intersections of Highway 98 and Cecil G. Costin, Sr., Boulevard as well as at First Street and Highway 98. He requested that the first section be moved to the end of the line so large trucks will have more room to make their turn at the intersection.

City Clerk – Charlotte Pierce

Grants Update

City Staff continues to work with our Grant Writers, the Ferguson Group, on grants for the City.

Request to Bid Painting of the Lighthouse

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to receive bids for the painting of the lighthouse structure. All in favor; Motion carried 5-0.

Clerk Pierce reminded the Commissioners of the grand opening Thursday for Eastern Ship Building at 10 A.M.

Citizens to be Heard –

Chester Davis expressed his concerns about the need for an additional ½ cent sales tax for improvements in North Port St. Joe. He noted that the CDBG Grant for Sewer improvements was nice, but now the roads are in need of repair.

Johnny Bryant suggested that an infrastructure feasibility study be done, noted that North Port St Joe has a great potential but with no funding and no taxes, growth is inhibited.

Commissioner Hoffman asked that the procedure for a sales tax increase be looked into.

Discussion Items by Commissioners –

Commissioner Hoffman requested that the flashing crosswalk for Highway 98 and Third Street be added to the project list as a priority.

Commissioner Lowry expressed his appreciation to those that helped with the Fourth of July Weekend.

Commissioner Ashbrook noted that Port St. Joe has been reborn since the closing of the paper mill and he was looking forward to the future of the town.

Commissioner Langston thanked those that helped with the Fourth of July Weekend and reminded everyone to be prepared for the hurricane season.

Mayor Buzzett offered his compliments for the fireworks, the street dance, and other activities for the holiday weekend.

Motion to Adjourn –

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:57 P.M.

Approved this _____ day of _____ 2021.

Rex Buzzett, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

Current City Projects 7/20/21

- Washington Gym Bathroom- Legislative Funding Request Denied
- Keepers' Quarter (Eglin) Rehab- Under Construction
- CDBG Sewer Phase III- Complete
- Tennis Court Lighting- Scheduled to be complete week of July 12th
- Walking Bridges- Working on a scheduling install for 2 of 3
- Bridge Foundations- 2 complete, mid bridge at Buck Griffin delayed due to rain
- Water Plant Clarifier Rehab- Complete
- Tree/Stump removal from Parks- Ongoing
- Maddox Park Drainage- Need more info. from engineer to bid and direction from the Board
- Fishing Pier at Clifford Sims Park- Working with FEMA & Dewberry to develop a scope of work
- Utility Mapping- Ongoing
- Maddox Park Gazebo- Request to Bid 7/20/21 Agenda
- Splash Pad- Need Direction from the Board
- City Pier Lighting- Being Reviewed by City Electricians
- Hwy 98 & 3rd Street Crosswalk- City staff will pick-up the equipt. On 7/15 from FDOT
- Centennial Bldg. Rehab- Grant Application Approved, Waiting on Grant Agreement
- Lighthouse Complex Rehab- Grant Application Approved, Waiting on Grant Agreement
- Core Park Stage- Need Direction from the Board
- Public Safety Fire/Police Bldg. CDBG-DR- Grant Application was not approved
- Sewer Rehab. CDBG-DR- Grant Funding Approved 5/21
- Stormwater Rehab. MLK Corridor CDBG-DR (FAMU)- Grant Application was not approved
- City Hall Complex- Working on a possible USDA Grant/Loan

- Community Garden- Lease Agreement signed
- Scout Hut Rehab.- AC has been replaced & the carpentry work scheduled
- Park Point Sewer- Under Design
- First Street Sewer Rehab- Approved by the Board as an Emergency repair 6/1/21
- Long Ave Water/Sewer- Set to begin August 2021
- Lighthouse Rehab- Request to Bid 7/6/21 Agenda

Grants Updated- 7/20/21

Title	Amount	Status
NWFWMD/NERDA	\$971,850	Draft Stormwater Master Plan Complete. Water Quality portion is on hold.
FDOT/SCOP	\$397,375	Application for resurfacing of first Street from Hwy 98 to Hwy 71. Approved for 21/22 funding
DEO/CDBG	\$650,000	Sewer Line replacement in North PSJ. Complete, working on closeout.
Restore Pot 3	\$2,500,000	Sewer Line replacement in North PSJ (County)
Restore Pot 3	\$2,000,000	Beacon Hill Sewer (County)
Restore Pot 3	\$500,000	Sewer System Purchase (County)
Trails Grant	\$250,000	Approved, being worked thru Gulf County. Lighting Between 20 th & 22 nd Scheduled for the week of July 19 th .
FEMA PA	\$9,778,787	Damage from Hurricane Michael
FDEM	\$589,220	Hazard Mitigation. Elevation of (12) lift stations and switch gear for Washington Gym Generator Power. Submitted 3/6/20. 25% match
FRDAP	\$100,000	Applied for (2) grants on 10/15/20. Washington Gym Complex and Dodder Parker Park for exercise equipment, playground Equip. & Disc Golf. Grants approved 7/21
FDEP/SRF	\$4,537,600	Application submitted for Construction of Long Ave. Sewer Line and Lift Station. Grant \$3,630,080 and Loan \$907,520 Combo 80/20. Approved, Notice of Award has been issued.
Historic Resources/Hurricane Michael	\$497,495	Centennial Bldg. Rehab. Grant awarded, waiting on a contract. No Match.
CDBG-DR	\$9,996,000	Sewer Rehab- City Wide. Approved 5/21.
CDBG-DR	\$6,925,962	Police/Fire Station. Application not approved.
CDBG-DR	\$4,987,330	Intelligent Stormwater on MLK-FAMU. Application not approved.
Legislative Approp.	\$150,000	Washington Gym Restrooms. Application not approved.
FDOT/SCOP	TBD	Niles Rd. from Garrison to Long Ave Re-surfacing. Application submitted.
Historic Resources/Hurricane Michael	\$83,000	Washington Gym. Submitted by UF, ranked #10
Historic Resources/Hurricane Michael	\$327,707	Cape San Blas Lighthouse Complex. Grant Approved, waiting on a contract. No Match
USDA	4,000,000	Potential 65% loan/35% grant for new Government Complex
COVID-19 Rescue Plan	\$1,498,933	Waiting on Details. Potential Match for New Government Complex
Congressman Dunn Legislative Request	\$943,222.50	Commercial District Waterline Replacement. Was not approved.

FDEP Water Protection Funds	\$965,000	System Wide Septic to Sewer for 175 connections. Grant Application Submitted 7/15/21
FDEP Water Protection Funds	\$4,300,000	Beacon Hill Sewer. Grant Application Submitted 7/15/21
FDEP Water Protection Funds	\$1,834,401.60	Pipe Replacement under the 10 th Street Park. Grant Application submitted 7/15/21