

MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD IN THE COMMISSION CHAMBERS AT CITY HALL, July 5, 2011 AT 6:00 P.M.

The following were present: Mayor Magidson, Commissioners Gingell, Kennedy, Patterson and Buzzett. City Manager Charlie Weston, Attorney Russ Scholz and City Clerk Jim Anderson were also present.

Consent Agenda:

Motion by Commissioner Buzzett, 2nd by Commissioner Gingell, to approve the Minutes for the June 21, 2011, Regular Meeting. All in Favor; Motion carried 5-0.

Regular Agenda:

City Attorney, Russ Scholz:

BP Claim Update:

Attorney Scholz noted that we are still waiting on a response to our claim.

Gulf Pines Hospital Update:

Attorney Scholz indicated that the site assessment should be complete in a few weeks.

City Manager, Charlie Weston:

Interlocal Agreement Update:

Mr. Weston noted that the Interlocal Agreement was tabled at the last County Commission Meeting, but is hopeful it will be passed at their next meeting on July 12, 2011.

CDBG Grant- City Hall ADA Compliance RFP:

Mr. Weston indicated that staff is preparing the ad and it will run in the newspaper next week.

Mayor Magidson asked, "Are we still within the allowable timeframe?"

Mr. Weston responded, "Yes."

Florida Retirement System Employee Letter:

Mr. Weston noted that all employees received a letter from the City explaining the new FRS Guidelines.

Commissioner Buzzett asked, "Did the employees understand it?"

Mr. Grantland and Mr. Davis both indicated that they received a positive response from their employees.

Sign Ordinance Review:

Mr. Weston presented the Commission with a draft Sign Ordinance for discussion as a result of the dialogue two meetings ago. The Ordinance will be presented at the July 19, 2011 meeting for a first reading.

Commissioner Gingell noted that the suggestion made by Commissioner Buzzett to extend the new regulations from Hwy 71 to Hwy 382 along Hwy 98 is a good idea.

Mayor Magidson feels that signs attached to the buildings are more appropriate than Free Standing Signs.

Development Order Update- Dollar General:

Mr. Weston noted that Building Inspector Bo Creel has presented a set of plans with an improvement to the facade.

Commissioner Buzzett indicated that the developer has made a good effort to make improvements such as Bahama Shutters which give the building a coastal look.

Mayor Magidson asked, "Are they still planning to have the signs on the front of the building?"

Commissioner Buzzett noted that we have indicated that Dollar General must comply with the Sign Ordinance with all signage.

Mr. Weston will provide an updated rendition of the building to the Commission.

Commissioner Kennedy asked about the location of the sewer connection and noted that the lift station in that area is in bad shape.

Mr. Grantland noted that the Dollar General will tie into the lift station on Hodrick Street.

Scallop Festival:

Bobby Pickels speaking on behalf of the Chamber of Commerce, requested permission to place a banner across Hwy 98 at the Intersection of Hwy 71. Also requested was the placement of a 4x8 sign between the overpass and the Tapper Bridge on Highway 98.

Commissioner Gingell noted that, usually, if DOT approves the banner, the City will approve.

Motion by Commissioner Kennedy, 2nd by Commissioner Gingell, to approve the banner on Hwy 98 at the Intersection of Hwy 71 pending DOT approval and for a 4x8 sign between the overpass and Tapper Bridge on Hwy 98. All in Favor; Motion carried 5-0.

Chamber of Commerce/EDC Director Position:

Mr. Pickels thanked the Board Members who have been a part of the interview process. We have one more candidate to interview and plan to make a decision on the new hire next Monday.

Entryway Signs:

Mr. Weston noted that the new Entryway Sign is up on Hwy 71. Signs for the Hwy 98 corridor will follow.

Golf Cart Letter to DOT:

Mr. Weston indicated that a draft letter to DOT requesting crossing locations on Hwy 71 and Hwy 98 has been prepared. We need to decide on the locations that we are requesting.

Mayor Magidson feels that Woodward Ave. would be a good crossing location for Hwy 71 because it doesn't have heavy traffic. We want to have access to downtown but not increase accidents on golf carts.

Commissioner Gingell like utilizing Reid Ave. as a crossing to access downtown.

Mayor Magidson is concerned about golf carts on Reid Avenue and cars backing out of parking spaces.

Commissioner Buzzett noted that we have electric vehicles up and down Reid Ave. that are a lot smaller.

Commissioner Kennedy likes the crossing at Reid Ave. but is concerned about golf carts on Reid Ave. as well.

Commissioner Buzzett believes that our current Golf Cart Ordinance allows for them on Reid Ave.

Mayor Magidson suggested asking DOT for one more crossing point on both Hwy 71 and Hwy 98.

Commissioner Patterson is also concerned about golf carts on Reid Ave. We already have problems on Reid with people turning the corner at Hwy 71 and Hwy 98 going fast. He likes utilizing Woodward Ave. with a sign noting "Golf Cart Crossing."

Patrick Jones, representing the PSJRA, noted that a Pedestrian Crossing has been identified for future plans at the Intersection of Hwy 98 and Third Street.

Mayor Magidson feels that safety will be an issue at the corner of Third Street and Hwy 98 without a red light.

Motion by Commissioner Buzzett, 2nd by Commissioner Kennedy, to send a letter to DOT requesting a golf cart crossing a Hwy 71 & Woodward Ave; Hwy 71 & Reid Ave; Hwy 98 & Hwy 71 and Hwy 98 & First Street. All in Favor; Motion carried 5-0.

2011-2012 Budget:

Mr. Weston noted that, based on the DR-420 which indicates the taxable value for the City, we are looking at a \$35M reduction in value which equates to an 11.7% reduction.

WastePro Commercial Accounts Cardboard Pick-up:

Mr. Weston noted that some businesses don't like to break down their cardboard and we are looking at providing cardboard receptacles for the customer. The price will be \$40 a month for once a week pick-up or \$80 for twice a week pick-up. The second option is for customers to take the cardboard to recycle receptacles at the transfer station and/or public works building for free. The third option is to break down the cardboard and utilize their current container.

WastePro Consolidated Pick-up Hwy 98 Alley:

Mr. Weston indicated that we are working on a consolidated pick-up point on the Hwy 98 alley. This will accommodate three dumpsters and a cardboard receptacle which will be fenced.

Surface Water Plant:

Mr. Davis noted that we are waiting on Caterpillar to give us our options to repair/replace the pumps at the Chipola Pump Station.

Headworks and Sprayfield Project:

Mr. Davis indicated that currently pipe is being moved and the site preparation is progressing. Larry McClamma has passed his Class C Waste Water License and we are looking to get more employees certified.

Public Works:

Mr. Grantland noted that flushing has been completed in all four zones within the City Limits. We still need to fulfill the DEP requirement to flush system wide.

Commissioner Gingell asked, "Do we know where all the valves are?"

Mr. Grantland responded, "We have maps provided by the County."

Mayor Magidson asked, "When do we need to start?"

Mr. Grantland responded, "ASAP."

Commissioner Kennedy noted that when the Auto Flushers were shut down on Bird Alley the water was orange. He asked, "Do we know the cost of a gallon of water on the ground?" We need to look at the cost of water used for flushing v/s replacement of the pipe.

Mr. Davis indicated that it's expensive to put meters on the flushers but we do try to track the amount of water being used.

Mr. Grantland noted that the problem on Bird Alley is that the water doesn't have a lot of movement in that stretch of pipe.

Mr. Weston indicated that we have a plan that calls for \$2.4M in funding from the State Revolving Fund for Phase I of the replacement of old Water Pipe.

Clay Smallwood, III, will research to determine if Bird Alley is included in Phase I. He also noted that SRF has a hearing date scheduled for August 10th for consideration of approval for the Grant-to-Loan ratios. We plan to go out for bid in November and begin construction in January.

Mr. Weston has asked SRF representatives to come and give a presentation but they are currently restricted from traveling due to budget constraints.

City Engineer:

Field of Dreams Road-Update:

Mr. Smallwood noted that construction is set to begin on July 18, 2011 and be completed by mid November.

Commissioner Buzzett asked, "Who will do the inspections for the Head Works and Sprayfield Project?"

Mr. Smallwood responded, "Jeff Hinote with Preble-Rish.

Mr. Davis indicated that currently they are waiting on Progress Energy to run power to the site.

Code Enforcement:

No Update

Police Department:

No Update

Grants:

Mrs. Pierce gave the Commission a Grant Activity Report covering the past two weeks.

Commissioner Kennedy noted that he received an email about grants for Solar Power.

Mr. Weston will have staff research the options for Solar Power Grants.

PSJRA:

Hwy 98 Landscaping Phase III, RFP 2011-06:

Patrick Jones, representing the PSJRA, indicated that Coastal Design and Landscaping was the low bidder on the project. The bid was above the initial

grant amount but DOT has expanded the grant and we are ready to proceed as designed.

Commissioner Gingell asked, "Did Bay Landscape have the same scope of work because their bid came in a lot higher?"

Mr. Jones responded, "Yes, it was a standard Request for Proposals."

Commissioner Patterson wants to make sure when we do landscaping projects that we have the capability to control the Dollar Weeds.

Mr. Jones noted that the design calls for a weed barrier.

Mr. Grantland indicated that the Phase II Landscape Project was poorly designed and several sprinkler heads too close to the road have been broken and need to be replaced.

Mr. Jones also noted that Matt Fleck has completed his contract as Executive Director of the Redevelopment Association. The new Director will be Gail Alsobrook who will start on Friday. She has already met with Mr. Fleck and is ready to take over.

Motion by Commissioner Gingell, 2nd by Commissioner Patterson, to award RFP 2011-06 to Coastal Design and Landscape in the amount of \$20,998. All in Favor; Motion carried 5-0.

City Clerk:

Mr. Anderson noted that we must return the DR-420 to the Property Appraiser's Office on or before August 4, 2011 indicating our proposed millage and the date of our Public Hearing.

Citizens to be Heard:

No one spoke

Commissioner Comments:

Commissioner Kennedy indicated that our number one priority is our water quality but he would like to readdress user fees for the boat ramp. FRDAP Grants are gone and if something needs repairs, we won't have the funds long term.

Mayor Magidson noted that we have sent a priority list over to the TDC for utilization of BP Funding and the boat ramp was on the list.

Mr. Weston has been told that BP Funds can't be used for Infrastructure Projects.

Commissioner Buzzett would like to see a copy of the Charter and Rules for the TDC to see where the money could be spent.

Mayor Magidson noted that we will find out why Infrastructure Projects can't be considered. The boat ramp attracts more people than anything else in town.

Mr. Weston indicated that we looked at user fees last year for the boat ramp. We estimated \$20-25K a year in revenue with a fee of \$10 per boat.

Mr. Kennedy noted that we also need to address the Multi-Use Path once or twice a year to recognize potential problems such as roots that could damage the path.

Commissioner Patterson thanked Mr. Grantland and Mr. Davis for showing him each of their shops and the projects around town.

Commissioner Patterson also noted that we need some type of ladder and/or life preserver at Jetty Park in case someone falls overboard.

Mr. Weston felt this was a good point, we looked at it last year and he will address it.

Mayor Magidson indicated that the shoulder of Miss Zola's Drive is being damaged by automobiles parked on the shoulder. We need to consider the possibility of signs indicating "No Parking" on the shoulder of the road.

Mayor Magidson also noted that someone was selling watermelons at Frank Pate Park while the Farmer's Market was being held at the City Commons. We need to address it and if they comply with the rules it's one thing, but on public property it's another.

Commissioner Kennedy indicated that private businesses are competing with kids trying to have fund raisers form time to time at the park.

Commissioner Gingell noted that no fee is charged for booths and/or fundraisers at the Farmer's Market.

Mayor Magidson suggested that we refer them to the Farmer's Market.

Motion by Commissioner Gingell, 2nd by Commissioner Patterson to adjourn at 7:21 P.M.

Approved this 19th day of July 2011.



Mayor Magidson



Jim Anderson, City Clerk