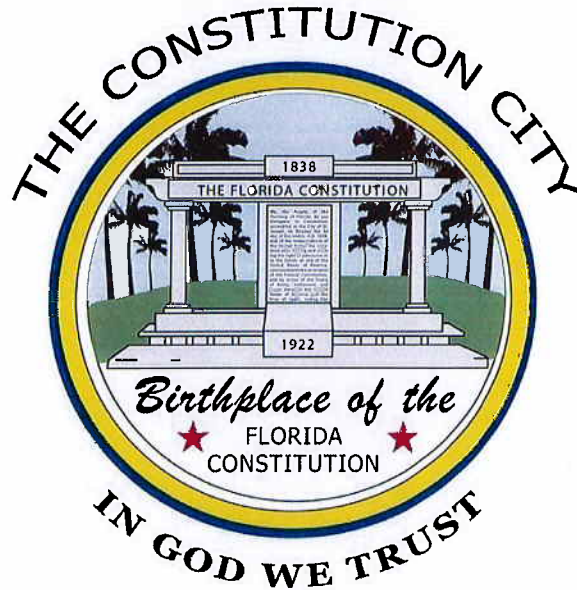


**December 4, 2012**

**Regular Public Meeting  
6:00 p.m.**

**Commission Chamber  
City Hall  
Port St. Joe, Florida**



## City of Port St. Joe

Mel Magidson, Mayor-Commissioner  
Bill Kennedy, Commissioner, Group I  
Bo Patterson, Commissioner, Group II  
Phil McCroan, Commissioner, Group III  
Rex Buzzett, 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

6:00 p.m.

City Hall

Commission Chamber

Tuesday December 4, 2012

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## Call to Order

## Consent Agenda

### Minutes

- Workshop Meeting 11/20/12 Page 1
- Regular Meeting 11/20/12 Pages 2-5

### City Attorney

- Ord. 488 Service Fees Pages 6-7
  - 2<sup>nd</sup> reading & Consideration of Adoption
- Ord. 489 Capital Improvement Plan Update Pages 8-43
  - 2<sup>nd</sup> Reading & Consideration of Adoption
- Resolution 2012-04, Garbage Rates Pages 44-45

### Old Business:

- Lighthouse- Update
- Water Distribution Profile & Pilot Study Pages 46-64
- RESTORE Act Committee- Update
- RFP 2012-11, Chipola Pump Motor- Update
- Centennial Celebration- Update
- CDBG Grant, Water Distribution- Update
- Soccer Complex- Update
- DOT Meeting- Update
- City Computer System Pages 65-67
- EDC and Chamber Funding- Update
- John Deere Tractor- Update

### New Business:

- Position Vacancies
- Rotary Club- Lorinda Gingell, Request for Reduction in Rental Fees
- January 1<sup>st</sup> Commission Meeting Date

### Public Works

- Update

### Surface Water Plant

- Update

### Waste Water Plant

- **Update**

**City Engineer**

- **Headworks and Sprayfield- Update**
- **Water Distribution Phase I- Update**

**Code Enforcement**

- **Update**

**Pages 68**

**Police Department**

- **Update**

**PSJRA**

- **Update**

**City Clerk**

- **Update**

**Citizens to be Heard**

**Discussion Items by Commissioners**

**Motion to Adjourn**

**MINUTES OF THE WORKSHOP FOR THE WATER DISTRIBUTION PROFILE AND PILOT STUDY OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE FLORIDA, HELD IN THE COMMISSION CHAMBER AT CITY HALL, November 20, 2012, AT 5:00 P.M.**

The following were present: Mayor Magidson, Commissioners Buzzett, McCroan, Patterson and Kennedy. City Manager Jim Anderson and Attorney Tom Gibson were also present. City Clerk Charlotte Pierce was absent due to illness.

The purpose of the meeting was to discuss issues regarding the Water Distribution Profile and Pilot Study.

Mr. David Kozan of CDM appeared before the Commission to discuss the possibility of a pilot study to determine the causes of red water and distribution problems. CDM, who designed the Surface Water Treatment Plant, wants to resolve the issues and work with the City.

Commissioners expressed their frustration with the discolored water, distribution problems, and continued issues concerning the water.

Mr. Anderson noted that funding for the study is not in the 2012 / 2013 City Budget and would have to come from cash carried forward and/or Contingency Funds.

After a lengthy discussion, the issues was tabled to allow CDM staff and the City's staff time to work together to review the proposal.

Mayor Magidson adjourned the Meeting at 5:50 P.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2012.

\_\_\_\_\_  
Mel C. Magidson, Jr., Mayor

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

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD IN THE COMMISSION CHAMBER AT CITY HALL, November 20, 2012 AT 6:00 P.M.**

The following were present: Mayor Magidson, Commissioners Buzzett, McCroan, Patterson and Kennedy. City Manager Jim Anderson and City Attorney Tom Gibson were also present. City Clerk Charlotte Pierce was absent due to illness.

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Kennedy, second by Commissioner McCroan, to approve the Minutes of the Workshop Meeting of October 16, 2012; Regular Meeting of October 16, 2012, with a correction requested by Gail Alsobrook, and the Special Meeting of October 25, 2012. All in Favor; Motion carried 5-0.

**CITY ATTORNEY - Tom Gibson**

A Motion was made by Commissioner Buzzett, second by Commissioner Patterson, for the first reading to be by title only of Ordinance 488 - Service Fees and Ordinance 489 - Capital Improvement Plan Update. Service Fees would increase to \$35 for a New Service and \$10 to transfer an account. All in Favor; Motion carried 5-0. Attorney Gibson read each Ordinance by title only.

**CITY MANAGER'S REPORT**

**Old Business**

*Lighthouse*

Mayor Magidson reported that applications have been submitted by the City and Gulf County. A meeting between the City and County has not been scheduled at this time.

*RESTORE Act Committee*

The Gulf County Board of County Commissioners will hold a Town Hall Meeting on Monday, December 3, 2012, at 5:30 P.M. ET in the County Commission Meeting Room. Mr. Anderson noted that the Committee is still waiting to see the state and federal rules, a settlement has been reached and it is estimated to be \$8 - \$10 Million for Gulf County.

*Centennial Celebration*

The Committee will be meeting Thursday, November 29, 2012, to continue formulating plans for the celebration. Mayor Magidson encouraged anyone with ideas for the celebration to contact City Hall.

*RFP 2012-11 Chipola Pump Motor*

The Northwest Florida Water Management District will be voting on November 30, 2012, to possibly fund 100% of the \$106,000 cost for the motor.

*Community Development Block Grant for North Port St. Joe Water System Improvements*

Mr. Patrick Howard, Florida Department of Economic Opportunity will be here for a site visit on Monday, November 26, 2012.

*Waste Pro Rates*

A rate increase of 2.5% has been requested by Waste Pro to become effective on January 1, 2013. The request will be on the December 4, 2012 Agenda.

*Soccer Complex*

Mr. Anderson has spoken with Superintendent Jim Norton concerning turning the fields over to the

school system. He suggested that a letter be sent to the school board with the details. The public use of the facility needs to be maintained per the FRDAP Agreement. Commissioner Kennedy and Mike Lacour will be meeting with Superintendent Norton on this issue.

## **New Business**

### *Billy Dixon Citizen Concerns*

Mr. Dixon was unable to attend the meeting.

### *Eastern Shipbuilding Group Utility Easement*

A Motion was made by Commissioner Patterson, second by Commissioner Kennedy, to approve the Grant of Easement with the George W. Duren Family Limited Partnership. All in Favor; Motion carried 5-0.

### *Water Distribution Profile and Pilot Study*

This was discussed in a workshop prior to the meeting. It was determined that CDM and their legal staff will work with the City of Port St. Joe and their legal staff on a proposed contract to be presented to the City Commission at a later date.

### *Garden Club Request*

A letter has been received from Barbara Conway, President of the Port St. Joe Garden Club, requesting that rental fees for the use of the Centennial Building on May 15, 2013, and May 16, 2013, for the Florida Garden Club's District II Meeting be waived. A Motion was made by Commissioner Buzzett, second by Commissioner Patterson, to approve the request. All in Favor; Motion carried 5-0.

### *DOT Request*

The Commission requested that staff contact FDOT for a site visit and workshop.

### *City Computer System*

Mr. Anderson expects to have a quote for upgrades from Chuck Edwards on November 29, 2012.

### *Maddox House Lease Agreement*

A Motion was made by Commissioner Buzzett, second by Commissioner Kennedy, to approve the Lease Agreement with the St. Joseph Historical Society, Inc. The agreement was approved by the Florida Communities Trust. All in Favor; Motion carried 5-0.

### *Fire Department Surplus*

A letter from John Ford, Fire Chief of the Port St. Joe Fire Department, was received requesting that five MSA Air Packs be disposed of. These units were replaced last year due to the unavailability of parts and inability to certify them for fire fighting. The units hold no value and are not recommended for other fire departments due to liability reasons. Serial Numbers are: NH280247, NH 280243, NH 280501, NL 281152, and NL 284017. Mayor Magidson requested that a report be provided to the Commission on how the units were disposed of. A Motion was made by Commissioner Patterson, second by Commissioner McCroan, to dispose of the units. All in Favor; Motion carried 5-0.

### *EDC and Chamber Funding*

There is a combined total of \$20,000 in the City's Budget. It is anticipated that a funding request will be received from each entity in the next few weeks.

## **Public Works – John Grantland**

Mr. Grantland requested that he be allowed to purchase a 2013 Ford F-150 2WD Regular Cab 126" XL vehicle for the price of \$15,814.00. There is \$17,250 in his budget for the purchase. A Motion was made by Commissioner Kennedy, second by Commissioner Patterson, to purchase the vehicle on a state contract. All in Favor; Motion carried 5-0.

*RFP 2012-12 First Street Lift Station Award*

There is \$20,000 in the budget and the second two lowest bidders had incomplete bid packages. A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to rebid the project as the other bid was over the budgeted amount. All in Favor; Motion carried 5-0.

**Surface Water Plant – Larry McClamma**

Mr. McClamma advised the Commission that Utilities Services completed the state required five year tank clean out of the St. Joe Beach Booster Pump Station Tank.

He also noted that the White City Booster Station has a failed pump and they need to go out for bids to replace. A quote of approximately \$7,000 was given to replace the pump and the motor will also have to be rebuilt. A Motion was made by Commissioner Patterson, second by Commissioner Kennedy, to advertise for a new pump. All in Favor; Motion carried 5-0.

**Wastewater Plant – Lynn Todd**

The DEP Wastewater Treatment Plant Operating Permit was approved on October 30, 2012, and will become effective December 1, 2012, for a period of five years.

The Grit Kings are up and running. They have been operational since November 8, 2012, and seem to be running as they should.

Ms. Todd requested permission to advertise for a used Forklift. This is a budgeted item and is needed to replace the worn out piece of equipment. A Motion was made by Commissioner McCroan, second by Commissioner Kennedy, to advertise for a replacement. All in Favor; Motion carried 5-0.

**City Engineer – Clay Smallwood**

A Deductive Change Order for the Headworks and Sprayfields in the amount of \$338,980.30 was requested. This is Change Order #5 and will close the project out. A Motion was made by Commissioner Patterson, second by Commissioner Kennedy, to approve Change Order #5. All in Favor; Motion carried 5-0.

*Water Distribution Update*

Customers on Sixth, Seventh, Eighth and Ninth Streets have been swapped over to the new water line; Woodward Avenue, from Tenth to Sixteenth Street has been installed and swapped over to the new water line; and the main line on McClelland Avenue from Tenth to Sixteenth Street and up Sixteenth Street has been installed. Pressure testing is anticipated in the next several days. Also, installation of the loop on Seventeenth Street should be completed tomorrow. Work on Juniper Avenue, Nineteenth Street as well as Allen Memorial, St. Joe and DuPont Dives will follow. Drive ways are being repaired.

A water outage is scheduled next Tuesday for a dry connection at Tenth and Marvin. Customers will be notified of the outage.

**Code Enforcement**

Mr. Burkett's Activity Report was reviewed.

**Police Department – Chief Barnes**

No report.

**PSJRA – Gail Alsobrook**

FDOT has awarded the PSJRA a \$51,000 grant to complete the landscaping from Avenue A to Avenue D on Highway 98. PSJRA will continue to pay a prorated share of the maintenance for this project. After the grant, one year of maintenance is included and PSJRA will begin picking up 25% of the cost after that time. Mr. Anderson suggested that some of the muhly grass on Highway 71 that required constant maintenance be used for the project and Ms. Alsobrook stated they would like to have it.

Gulf Coast Tourist and Seafood Promotion has offered grant funding through BP. Two applications were submitted; one requesting \$21,480 for a new banner series and to update the downtown map.



The second request was submitted in the amount \$125,000 asking for funding for a filmed documentary of the rescue and relocation of the Cape San Blas Lighthouse. Part of that grant also suggested that BP would want to be very involved and starring in that documentary by actually moving the lighthouse because they have the engineering, funding and equipment to do this. Both grants were awarded. A ceremonial check presentation will be held on Tuesday, November 27, 2012, in Panama City.

A site visit from USDA appears to be looking favorably to expend the approximately \$17,000 remaining in the Billy Joe Rish Parking Lot Grant. These funds would be used to put a deck over the stormwater pond while providing accessible ramps and railing. In the future, PSJRA would like to offer some type of structure to promote community events and Ms. Alsobrook sees this as an opportunity to also offer a design competition for the structure.

The dedication of the Billy Joe Rish Memorial Parking Lot was held last Monday and was very nice.

Ms. Alsobrook thanked Scott Godwin for giving of his time to come up with the needed information to help her complete the grant requests for sidewalks and lights on David B. Langston Drive.

PSJRA Board Member Bill Reid has resigned from the board. It was important for him to be able to apply for a façade grant which would constitute a conflict of interest. The Board will decide at their next meeting whether to bring a provisional up or go back to a seven member board. Ms. Alsobrook will report back to the Commission when a decision is made.

#### **City Clerk – Charlotte Pierce**

No report.

#### **Citizens to be Heard**

No one from the public wished to speak.

#### **Discussion Items by Commissioners**

*Commissioner Kennedy* reminded everyone of the Day of Declaration on December 1, 2012. He asked for help from Public Works in setting up chairs in the park on Friday. They have also requested that they be allowed to have a banner over Highway 98. Mr. Anderson has given them the needed information to hang the banner.

*Commissioner Patterson* thanked Mr. Anderson and his staff for their assistance in getting several things done this last week.

*Commissioner McCroan*, nothing at this time.

*Commissioner Buzzett* asked if the solar lights were working on the walking path. Mr. Anderson responded that the last time he spoke with the contractor he was reordering new lights for the path.

*Mayor Magidson* noted that the Panama New Herald reported on November 8, 2012, that the City of Port St. Joe had received a BP Grant and wondered if anyone knew where the funds were.

A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to adjourn the Meeting at 7:10 P.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2012.

\_\_\_\_\_  
Mel C. Magidson, Jr., Mayor

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



ORDINANCE NO. : 488

**AN ORDINANCE OF THE CITY OF PORT ST. JOE, FLORIDA AMENDING ORDINANCE 311, AMENDING THE CHARGE FOR SERVICE CONNECTIONS; PROVIDING FOR CHARGES FOR TRANSFERRING ACCOUNTS; 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 the City of Port St. Joe, Florida:

1. That portion of Ordinance 311 which reads:

There shall be a charge of \$10.00 for each service connection and for transferring the utility account from the name of one person to the name of another, which shall be paid before service connection is made or account changed, provided that there shall be no service connection charge or change account charge when a new service connection is made for which a tapping fee is paid.

Is hereby amended to read:

There shall be a charge of \$35.00 for each new service connection and a charge of \$10.00 for transferring the utility account from the name of one person to the name of another, which shall be paid before new service connection is made or account changed, provided that there shall be no new service connection charge or change account charge when a new service connection is made for which a tapping fee is paid.

2. REPEAL:

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

3. SEVERABILITY:

The provisions of this Ordinance are hereby declared to be severable. If any provision of this Ordinance, or the application thereof, to any person or circumstance is held to be invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application.

4. EFFECTIVE DATE:

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 \_\_\_\_\_, 2012.

THE CITY OF PORT ST. JOE

By: \_\_\_\_\_  
MEL C. MAGIDSON, JR.  
MAYOR-COMMISSIONER

ATTEST:

\_\_\_\_\_  
CHARLOTTE M. PIERCE  
CITY CLERK

The following commissioners voted yea:  
The following commissioners voted nay:

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ORDINANCE NO. 489

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 December, 2012

The City of Port St. Joe

\_\_\_\_\_  
Mel Magidson, Jr.  
Mayor-Commissioner

ATTEST:

\_\_\_\_\_  
Charlotte Pierce  
City Clerk-Auditor

