

May 7, 2013

**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 May 7, 2013

Call to Order

Consent Agenda

Minutes

- Regular Meeting 4/16/13

Pages 1-4

City Attorney

- Highway 98 Phase IV Landscaping Project

Old Business

- Lighthouse- Update
- Centennial Celebration- Update
- Holly Hill Cemetery Pavilion Dedication
- Rate Study Workshop- June 27th at 12:00
- Waste Pro- Update
- Golf Cart Crossing (Handout)
- Road Patches

Pages 5-6

New Business

- Website Enhancement Proposal
- Graduation Greeting Ad
- Fee Waiver Request- Buck Fernandez

Pages 7-8

Page 11

Pages 12-13

Public Works

- Update

Surface Water Plant

- Update

Waste Water Plant

- Update

City Engineer

- Headworks and Sprayfield- Update
- Langston Drive Sidewalk Grant Proposal
- Water Distribution Phase II- Request to go out for Bids
- Water Study- Update

Code Enforcement

- Update
 - 1303 McClelland

Page 14

Pages 15-18

Police Department

- **Update**

PSJRA

- **Historic Downtown Brochure/map**
- **MLK Sidewalk Project**
- **Deck at Billy Joe Rish Memorial Parking Lot**
- **PSJRA Meeting Minutes**

Pages 19-21

City Clerk

- **Election 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 IN THE COMMISSION CHAMBER AT CITY HALL, April 16, 2013, AT 6:00 P.M.

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

CONSENT AGENDA

National Library Week Proclamation

Mayor Magidson read a Proclamation proclaiming April 14 – 20, 2013, as National Library Week. He presented the Proclamation to *Friends of the Library of the Gulf County Public Library* Board Members Cathy Colbert, Ruth Pettis, Mary K. Carpenter, Sheila Mahlkov and Bobbye Johnson.

Minutes

A Motion was made by Commissioner McCroan, second by Commissioner Patterson, to approve the Minutes of the Regular Meeting of April 2, 2013 and the Workshop Meeting of April 4, 2013. All in Favor; Motion carried 3-0.

CITY ATTORNEY – Russ Scholz

Attorney Scholz did not have anything to report.

CITY MANAGER'S REPORT

Old Business

Lighthouse Update

Mayor Magidson shared that during the Workshop of April 4, 2013, Clay Smallwood, III, of Preble Rish had been asked to provide drawings showing the Center Line Right of Way for Third Street and also the section of planted trees between Miss Zola's Drive and Baltzell Avenue. The proposed location for the lighthouse will be at the intersection of Third Street and Miss Zola's Drive on the West side of Miss Zola's Drive. This location will be dependent upon the soil and possible relocation of a storm pipe.

Mayor Magidson asked Gail Alsobrook of the Port St. Joe Redevelopment Association if their board would fund the cost of relocating the storm pipe. She will make this request known to her board.

Commissioner Kennedy entered the Meeting at 6:10 P.M.

Centennial Celebration

Mayor Magidson noted that plans are progressing well for the celebration; the Commemorative Coins will be in later this week and tickets for the May 11, 2013, fund raising event have gone on sale. He reiterated that the celebration is being funded by private contributions and that no city funds are being used for the event.

New Business

Holly Hill Cemetery Pavilion

A letter was received from Gaynell Jones asking that the Holly Hill Cemetery Pavilion be named in honor of her father, former City Commissioner Charles H. Stevens, Sr., as he initiated and followed through on the construction of the pavilion. Bob Jones, speaking of behalf of the Stephens Family, noted the former Commissioner's service to the City as well as his love for the community and asked that the request be granted.

A Motion was made by Commissioner McCroan, second by Commissioner Patterson, to name the Holly Hill Cemetery Pavilion in honor of Charles H. Stephens, Sr. All in Favor; Motion carried 4-0. Plans will be formulated for a formal dedication of the Pavilion.

Community Development Block Grant (CDBG) Public Hearing

Bruce Ballister, Senior Planner for Economic Development with the Apalachee Regional Planning Council, conducted a First Public Hearing for the 2013 -14 CDBG Cycle. The purpose of the meeting was to allow citizens input as to what projects might be funded in the next cycle. Mayor Magidson opened the floor for comments and suggestions. No citizen's input was offered. A Motion was made by Commissioner Kennedy, second by Commissioner Patterson, to proceed with seeking funding for Phase II of the NPSJ Water System Improvements. All in Favor; Motion carried 4-0.

Rate Study Update

Mr. Anderson noted that Burton and Associates had met with City Staff and will be reviewing data provided to them. City Staff noted the need to limit future rate increases and level rates out.

Asphalt Patches

There are approximately 9 road patches that need to be made in the City. GAC Contractors is preparing a cost estimate. Mr. Anderson noted that the cost of repairs would have to come from Contingency Funds as this was not a budgeted item.

Public Works – John Grantland

Mr. Grantland stated that the Marvin Avenue Project is moving forward and the First Street Lift Station Pump is to be shipped next week.

Surface Water Plant – Larry McClamma

Mr. McClamma shared that Chad Mack had passed his state *Drinking Water Treatment Plant Operator, Level C License Exam*.

Wastewater Plant - Lynn Todd

Ms. Todd relayed that CDM Smith and a Virginia Tech student began their sample testing today. Virginia Tech will analyze the data to determine the direction for the water study.

Repair work will begin on the Grit Kings Monday April 22, 2013. The work will include a pressure booster pump and shear gates.

City Engineer – Clay Smallwood

Headworks and Sprayfields Update – Nothing to report at this time.

Water Distribution Phase I Update

I-C has finished the punch list and paper work is all that remains.

Water Study

Ms. Todd covered this in her report.

Code Enforcement

Mr. Burkett's Activity Report was reviewed, no action was required.

Mr. Anderson noted that Spring Cleaning has begun and asked that citizens keep trash in small piles. Furniture cannot be routinely picked up by the City. If this service is needed, please call Public Works for a price schedule or you may take it to the landfill.

Police Department

Chief Barnes was absent due to illness and there was no report from his department.

Port St. Joe Redevelopment Association (PSJRA) – Gail Alsobrook

Lighthouse Film Documentary Contract

Mayor Magidson questioned the difference in the final contract and the copy with the markups. Mr. Anderson shared that the markup copy had been converted to the final. A Motion was made by Commissioner Kennedy, second by Commissioner McCroan, to approve the Documentary motion picture Contract with Elizabeth W. Curry and T. Clayton Long in the amount of \$125,000. All in Favor; Motion carried 4-0. This will be to document the relocation of the Cape San Blas Lighthouse, two Keeper's Quarters and Oil Shed. Funding is provided through a Gulf Coast Tourism and Seafood Fund Grant.

Office Relocation

Ms. Alsobrook stated that the Chamber would require funding to hold the space for the PSJRA after May 1, 2013.

Mayor Magidson reported that there had not been any progress made on relocating her office as the Gulf County Board of County Commissioners rejected the compromise offered by the City.

Commissioner Patterson asked if there was any funding yet for Langston Drive. He noted his frustration with no funding for the project, his efforts to improve the area, and that other projects continue to come up and are funded.

Ms. Alsobrook responded that she was submitting a grant to the Jessie Ball DuPont Foundation and would have a phone conference later this week with them.

Mayor Magidson noted that a grant for the MLK Sidewalk Project has been submitted and funding for the upgrading of the North Port St. Joe Water System has been approved.

City Clerk – Charlotte Pierce

Mrs. Pierce noted there will be a City Election on Tuesday, May 14, 2013. A bill was received today for the election ballots.

Calls have been received concerning political signs being placed in the Right of Ways. Signs are allowable on private property with the permission of the owner. Signs that remain the Right of Way will be removed by Code Enforcement.

Citizens to be Heard

Eric Davidson shared his opinions and dissatisfaction with decisions concerning the lighthouse relocation.

Christy McElroy cautioned that muck can be wetlands and encouraged the Commission to be cautious in their location selection of the lighthouse complex. She also stated that yesterday she had made a request for the latest Bay Park project master plan in its entirety and was assured she would be receiving it by e-mail. Prior to tonight's meeting she was told that she would not be receiving a copy of it. She feels that this is a public document, even though it is in draft form and should be available.

Nathan Peters, Jr., thanked Mr. Anderson and Mrs. Pierce for meeting with him concerning CDBG opportunities. He asked that the City consider CDBG funding to upgrade the sewer system in the Battles Street and Avenue D area as several of his tenants continue to have sewer issues that are City related. Mr. Peters requested that the Commission keep this project in mind for future planning.

Discussion Items by Commissioners

Commissioner McCroan noted that he continues to receive calls concerning the lighthouse issue and it needs to be resolved.

Commissioner Patterson had been notified of a fallen tree between Sixteenth and Twentieth Streets in the park area and the need to have grass cut in that area. John Grantland will follow up on this.

Commissioner Kennedy did not have any concerns at this time.

Mayor Magidson did not have anything to discuss.

A Motion was made by Commission McCroan, second by Commissioner Patterson, to adjourn the Meeting at 7:15 P.M.

Approved this _____ day of _____ 2013.

Mel C. Magidson, Jr., Mayor

Charlotte M. Pierce, City Clerk

Please join us for the Dedication of the
Holly Hill Cemetery Pavilion

In honor of

Charles H. Stephens, Sr.

Friday, May 31, 2013

10:00 A.M.

1665 Madison Street

Port St. Joe, Florida

CHARLES H. STEPHENS, SR., PAVILLION

NAMED IN HONOR OF FORMER CITY COMMISSIONER,

CHARLES H. STEPHENS, SR.

WHO SERVED FROM JUNE 19, 2007, TO JUNE 21, 2011, IN RECOGNITION OF HIS LEADERSHIP THAT MADE THIS PAVILLION A REALITY.

THE NAMING OF THIS PAVILLION WAS MADE POSSIBLE BY A VOTE OF THE BOARD OF CITY COMMISSIONERS ON APRIL 16, 2013.

DEDICATED MAY 31, 2013.

MEL MAGIDSON, JR., MAYOR

BILL KENNEDY, COMMISSIONER, GROUP I

JAMES "BO" PATTERSON, COMMISSIONER, GROUP II

PHIL MCCROAN, COMMISSIONER, GROUP III

REX BUZZETT, COMMISSIONER, GROUP IV

OFFICE: (850) 785-4675
 FAX: (850) 769-3456



POST OFFICE BOX 59462
 PANAMA CITY, FL 32412-0462

CITY of PORT ST. JOE

Three (3) Asphalt Patches @ 26.88 SYDs
 SCHEDULE OF VALUES
 18-Apr-13

	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
GENERAL CONDITIONS					
1	MOBILIZATION	LS	1	\$653.00	\$653.00
2	MOT	LS	1	\$559.00	\$559.00
				SUB-TOTAL	\$1,212.00
PATCHING					
3	SUBGRADE & COMPACT (Existing Milled Asphalt Base)	SYD	26.88	\$2.43	\$65.32
4	SP 12.5mm ASPHALT PAVEMENT @ 1-1/2"	SYD	26.88	\$126.37	\$3,396.83
				SUB-TOTAL	\$3,462.15

LUMP SUM TOTAL \$4,674.15

QUALIFICATIONS & CLARIFICATIONS:

1. Price does not include any geotechnical testing.
2. Asphalt Patch @ 283 Avenue "D" = 14.00 Syds.
3. Asphalt Patch @ Avenue "C" & Hwy 98 = 4.00 Syds.
4. Asphalt Patch @ Tulip (Beacon Hill) = 8.88 Syds.
5. Price is based on cut-out, subgrading and compaction of existing milled asphalt base placed previously by others to accommodate 1-1/2" of SP 12.5mm asphalt pavement.
6. Price does not include any paint and/or thermoplastic marking or striping.
7. Price is based on provision of the three (3) above referenced patches in a single mobilization.

GAC CONTRACTORS, INC.

Tim McGuffin

Project Manager

4/18/13

CITY OF PORT ST. JOE

ACCEPTED BY: _____

DATE: _____

QUALITY SINCE 1958

GC C052036 · CU C056976

OFFICE: (850) 785-4675
 FAX: (850) 769-3456



POST OFFICE BOX 59462
 PANAMA CITY, FL 32412-0462

CITY of PORT ST. JOE

Two (2) Asphalt Patches @ 26.21 SYDs
SCHEDULE OF VALUES
 18-Apr-13

	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
GENERAL CONDITIONS					
1	MOBILIZATION	LS	1	\$653.00	\$653.00
2	MOT	LS	1	\$559.00	\$559.00
				SUB-TOTAL	\$1,212.00
PATCHING					
3	SUBGRADE & COMPACT (Existing Milled Asphalt Base)	SYD	26.21	\$2.43	\$63.69
4	SP 12.5mm ASPHALT PAVEMENT @ 1-1/2"	SYD	26.21	\$126.37	\$3,312.16
				SUB-TOTAL	\$3,375.85

LUMP SUM TOTAL \$4,587.85

QUALIFICATIONS & CLARIFICATIONS:

1. Price does not include any geotechnical testing.
2. Avenue "B" near Hwy 98 = 15.55 Syds.
3. Avenue "B" near Battles = 10.66 Syds.
4. Price is based on cut-out, subgrading and compaction of existing milled asphalt base placed previously by others to accommodate 1-1/2" of SP 12.5mm asphalt pavement.
5. Price does not include any paint and/or thermoplastic marking or striping.
6. Price is based on provision of the two (2) above referenced patches in a single mobilization.

GAC CONTRACTORS, INC.

Tim McGuffin 4/18/13

Tim McGuffin
 Project Manager

CITY OF PORT ST. JOE

ACCEPTED BY: _____

DATE: _____

