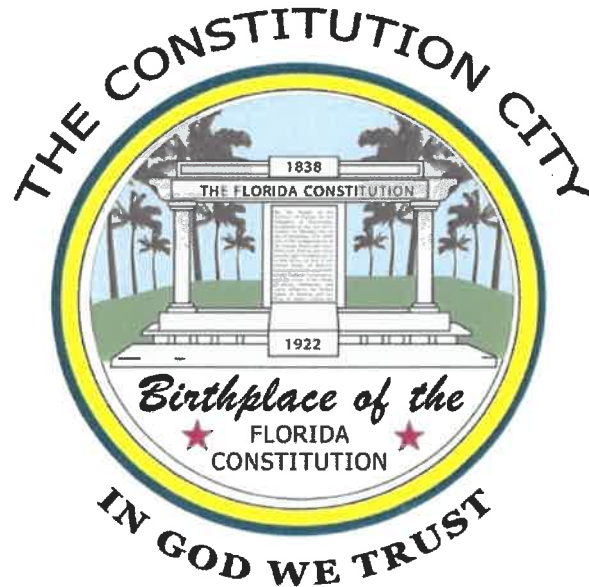


**July 17, 2018**

**Workshop Meeting  
5:00 P.M.**

**City Commission Chambers  
2775 Garrison Avenue  
Port St. Joe, Florida**



## City of Port St. Joe

Bo Patterson, 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

Workshop Meeting

5:00 P.M.

Commission Chamber, 2775 Garrison Avenue

Tuesday July 17, 2018

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**Call to Order**

**Agenda**

- Tenth Street Park

**Pages 1-9**

**Citizens to be Heard**

**Discussion Items by Commissioners**

**Motion to Adjourn**

GARRISON AVENUE

MARVIN AVENUE

WOODWARD AVENUE

MCCLELLAND AVENUE

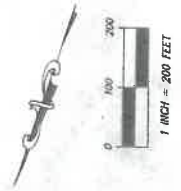
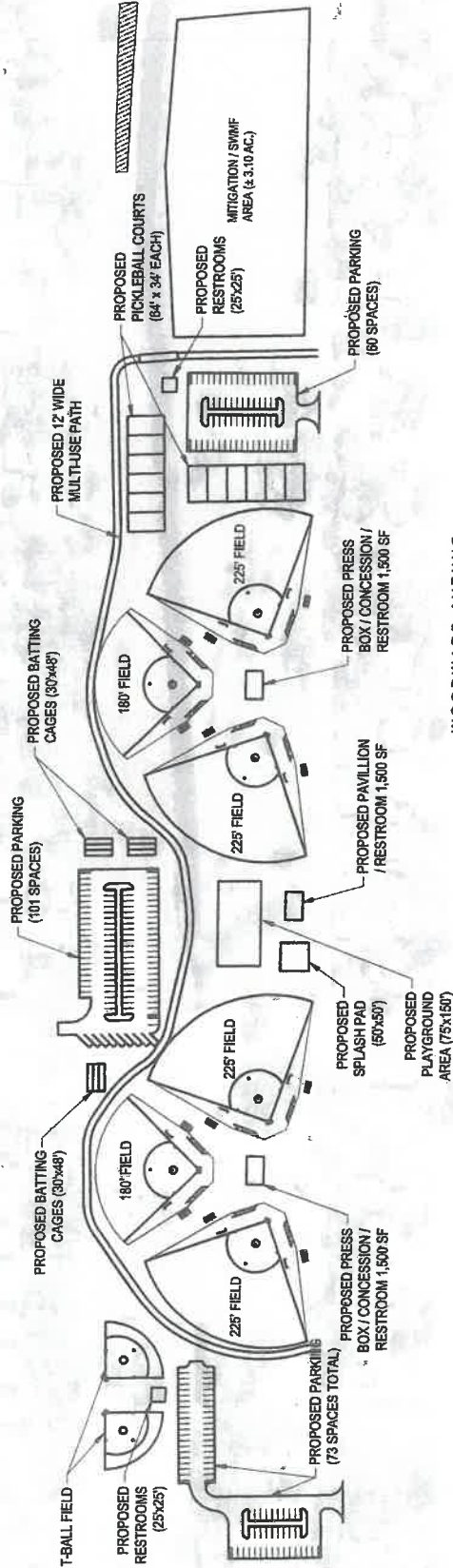
SIXTEENTH ST.

THIRTEENTH ST.

TENTH ST.

NINTH ST.

EIGHTH ST.



NO.	DATE	BY
1		
2		
3		
4		
5		

REVISIONS

REVISIONS TO THIS SHEET. NO PART OF THIS SHEET MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS WITHOUT THE WRITTEN PERMISSION OF DEWBERRY PREBLE-RISH INC.

DATE:	JAN 2018
PROJECT NO.:	50082761
DRAWN BY:	AS SHOWN
CHECKED BY:	C. KENNEDY
DESIGNED BY:	S. SULLIVAN
SHEET:	1

**Dewberry PREBLE-RISH**  
 324 MARINA DRIVE  
 PORT ST. JOE, FL 32456  
 (850)227-7200

**CONCEPTUAL SITE PLAN (OPTION 3)**

10th STREET PARK  
 CITY OF PORT ST. JOE  
 GULF COUNTY, FLORIDA

Approved by the City Commission on 1/16/18  
 (See Attached Motion)

January 16, 2018

*Trees along the Bike Path on Garrison Avenue* – Mayor Patterson shared that he has been asked to have the Crepe Myrtle trees removed. A Motion was made by Commissioner Lowry, second by Commissioner Langston, to completely remove all the trees. All in favor; Motion carried 4-0.

*10<sup>th</sup> Street Recreation Complex* – Clay Smallwood, of Dewberry / Preble – Rish provided a hand-out of Option 3 Conceptual Design as revised in the committee meeting earlier today. A Motion was made by Commissioner Buzzett, second by Commissioner Lowry, to approved Option 3 as presented. All in favor; Motion carried 4-0.

### **Public Works – John Grantland**

#### *Water Line Replacement Project – Update:*

Mr. Grantland shared the CDBG Project is approximately 98% complete. The area of North Garrison to North Bay lacks 1 boring, and pressure testing should be done by the end of the week. He also noted the Second Phase, involving a loop of the Highway 98 line to take the 6" line out of play, is being considered. Clay Smallwood stated that he feels the project could be closed out in 3 weeks.

Mr. Grantland requested to go to bid for an equipment trailer. He noted this trailer is not offered on a state list and anticipates it will be about \$13,000 which is over the purchase threshold of \$10,000. A Motion was made by Commissioner Lowry, second by Commissioner Buzzett, to advertise for the trailer. All in favor; Motion carried 4-0.

### **Surface Water Plant – Larry McClamma**

#### *RFP 2017-16 Membrane Filter Modules*

Mr. McClamma recommended that RFP 2017-16 be awarded to Scinor Water America, LLC in the amount of \$79,200 plus freight. He also noted there is a 10 year, prorated warranty on the Membrane Filter Modules. A Motion was made by Commissioner Buzzett, second by Commissioner Langston, to award RFP 2017-16 to Scinor Water America, LLC in the amount of \$79,200 plus freight. All in favor; Motion carried 4-0.

### **Wastewater Plant – Kevin Pettis**

In the absence of Mr. Pettis, Mr. Anderson shared that, with the hire of a new employee last week, the Wastewater Treatment Plant is now fully staffed. He also noted that the City has responded to the DEP letter of October 19, 2017.

**Finance Director – Mike Lacour** shared that the audit field work has been completed. Auditor Ben Vance had been in town and everything seemed to be fine. He noted there were no fluctuations in the Expense or Revenue areas since last year and that the December Financials would be in the Commissioners' mail boxes this week.

### **City Engineer – Clay Smallwood, III**

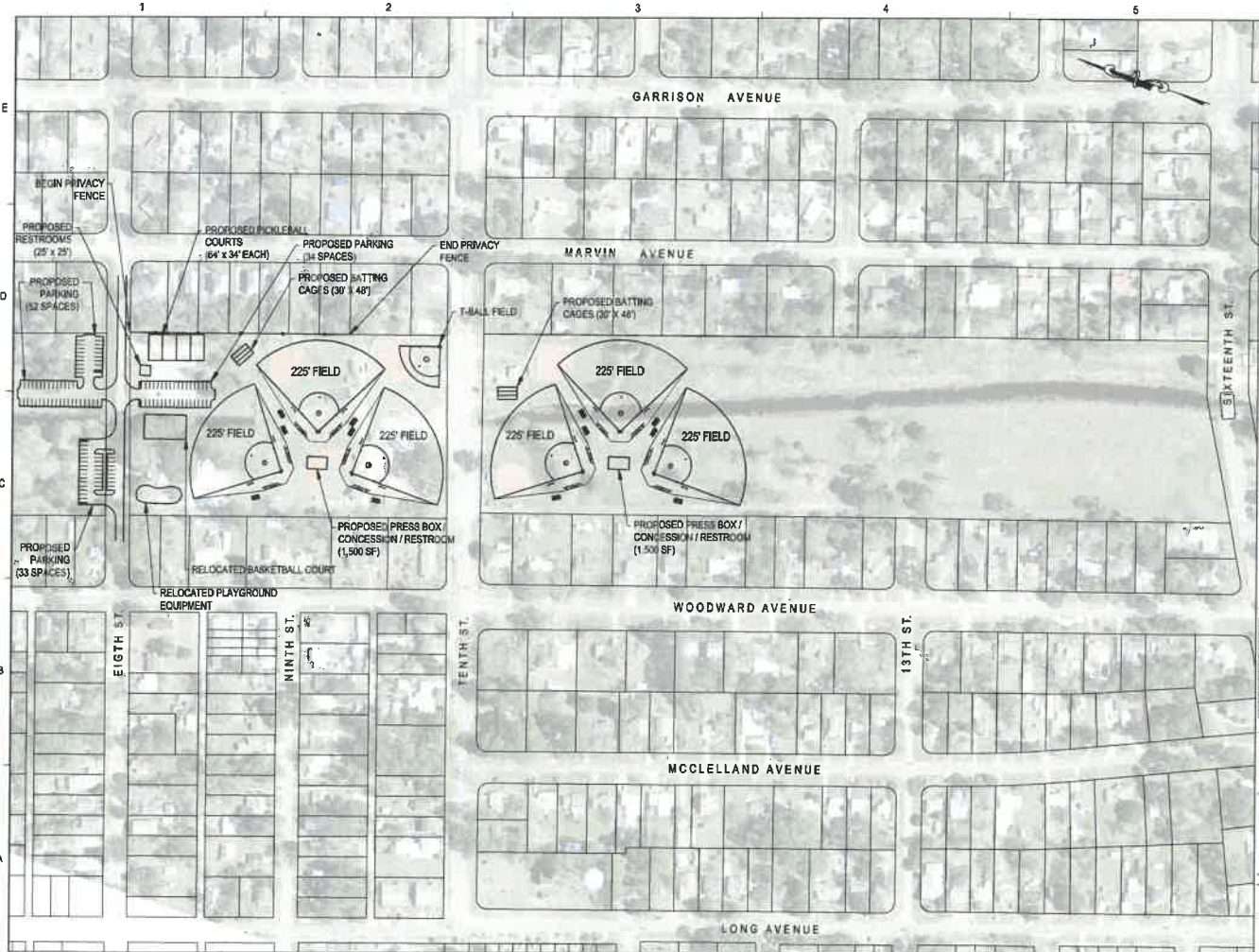
#### *Project Updates -*

*Frank Pate Park Boat Ramp Improvements* – Mr. Smallwood has requested that the silt at the end of the boat ramp be removed. He noted that cracks in the concrete have been sealed and the large, broken piece of concrete has been replaced. FWC has not given a final decision as to whether the remaining unused funds in the grant can be used for more work at the boat ramp. All work, except cleanup, has been completed.

*Long Avenue Water / Sewer / Road Paving* – The State Revolving Fund (SRF) offers forgiveness loans of 70%, 80% and 90%. Mr. Smallwood suggested that the City prepare a Facilities Plan for their consideration to help with the Long Avenue Project. If approved, the funds could be available in February of 2019. He also noted that the First Street Lift Station could be considered in this funding request. The City would not be obligated and could get out of this request at any time. A Motion was made by Commissioner Lowry, second by Commissioner Langston, to prepare a Facilities Plan for the SRF. All in favor; Motion carried 4-0.

*Jones Homestead Sewer* – There were no updates on this project.

**Code Enforcement** no action was required.



**9 Appendix**

324 Marina Drive  
 Port St. Joe, FL 32458  
 (850) 227-7200

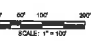
**10TH STREET PARK  
 CONCEPTUAL SITE PLAN  
 CITY OF PORT SAINT JOE  
 GULF COUNTY, FLORIDA**

SAL

FB 000594

PRELIMINARY DOCUMENTS  
 NOT FOR CONSTRUCTION

SCALE



REVISIONS

NO.	DESCRIPTION	DATE

DRAWN BY	C. SPANNEY
APPROVED BY	C. SPANNEY
CHECKED BY	C. SPANNEY
DATE	JUNE 2018

**OPTION 6**

PROJECT NO. 300001

**C6**

SHEET NO.

Approved by the City Commission  
 on 6/19/18 (see Attached Motion)

**10TH STREET PARK - OPTION 6**

**ESTIMATE OF PROBABLE CONSTRUCTION COSTS  
DEI PROJECT NO. 50082761**

ITEM	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL
<b>CONSTRUCTION</b>					
1	CLEAR & GRUB INCLUDING DEMOLITION	18	AC	\$3,500.00	\$63,000.00
2	PRESS BOX/CONCESSION/RESTROOM	2	EA	\$75,000.00	\$150,000.00
3	RESTROOM	1	EA	\$40,000.00	\$40,000.00
4	BATTING CAGE	6	EA	\$8,500.00	\$51,000.00
5	T-BALL FIELD	1	EA	\$25,000.00	\$25,000.00
6	225' FIELDS	6	EA	\$50,000.00	\$300,000.00
7	PICKLEBALL COURTS	1	LS	\$175,000.00	\$175,000.00
8	PLAYGROUND	1	EA	\$50,000.00	\$50,000.00
9	SPLASH PAD	1	EA	\$50,000.00	\$50,000.00
10	BASKETBALL COURT	1	EA	\$25,000.00	\$25,000.00
11	ASPHALT PARKING AREAS	5,122	SY	\$40.00	\$204,880.00
12	6' PRIVACY FENCE	540	LF	\$18.50	\$9,990.00
13	CONCRETE HEADWALL CONSTRUCTION	17	CY	\$1,200.00	\$20,400.00
14	42" ADS PIPE (MATERIAL ONLY)	3,300	LF	\$45.00	\$148,500.00
15	DRAINAGE STRUCTURES	10	EA	\$10,000.00	\$100,000.00
16	BORROW MATERIAL FOR DITCH	23,000	CY	\$5.00	\$115,000.00
17	PEFORMANCE TURF, SOD	32,225	SY	\$3.00	\$96,675.00
18	SILT FENCE	6,000	LF	\$2.25	\$13,500.00
19	LIGHTING	1	LS	\$150,000.00	\$150,000.00
20	IRRIGATION	1	LS	\$25,000.00	\$25,000.00
21	LANDSCAPING	1	LS	\$10,000.00	\$10,000.00
22	WATER/SEWER SERVICES	1	LS	\$15,000.00	\$15,000.00
SUBTOTAL					\$1,837,945.00
<b>TOTAL ESTIMATED CONSTRUCTION COST</b>					<b>\$1,837,945.00</b>
SURVEY, DESIGN, PERMITTING @ 5%					\$91,897.25
CONTINGENCIES @ 10%					\$183,794.50
<b>10TH STREET PARK OPTION 6 TOTAL ESTIMATE</b>					<b>\$2,113,636.75</b>

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT  
2775 GARRISON AVENUE, June 19, 2018, AT 6:00 P.M.**

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

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to approve the Minutes of the Regular Commission Meeting on June 5, 2018, the Special Meeting of June 13, 2018, and the Workshop Meeting on June 14, 2018. All in favor; Motion carried 5-0.

Mayor Patterson recognized retiring Commissioner Rex Buzzett for his 10 years of dedicated service to the City and presented him with a plaque for his service. Commissioner Buzzett thanked the citizens for the opportunity to serve and wished the Commissioners well in their future endeavors. He shared a favorite quote from Sir Winston Churchill "We make a living by what we get, but we make a life by what we give" and reminded the Commissioners he was leaving the Commission in great financial shape and charged them to take good care of the finances.

**Swearing in of elected Officials**

Gulf County Judge Timothy J. McFarland administered the Oath of Office to returning Commissioners Eric Langston and Brett Lowry and incoming Commissioner Group IV, Scott Hoffman. Family members of each Commissioner participated in the Swearing in Ceremony.

**PORT ST. JOE REDEVELOPMENT AGENCY (PSJRA)** There was no update on this.

**City Attorney** Albritton shared that the Florida Coastal Conservancy, Inc., objected to the terms of the proposed lease. This item will be on the Agenda for the July 17, 2018, meeting.

The attorney also read aloud Form 8B, Memorandum of Voting Conflict that was completed by Commissioner Lowry in reference to his abstention of voting on June 5, 2018, concerning the possible extension on the PSJ CRA. Mr. Lowry is an employee of the Gulf County Board of County Commissioners and they voted 5-0 not to support the renewal or extension of the CRA.

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

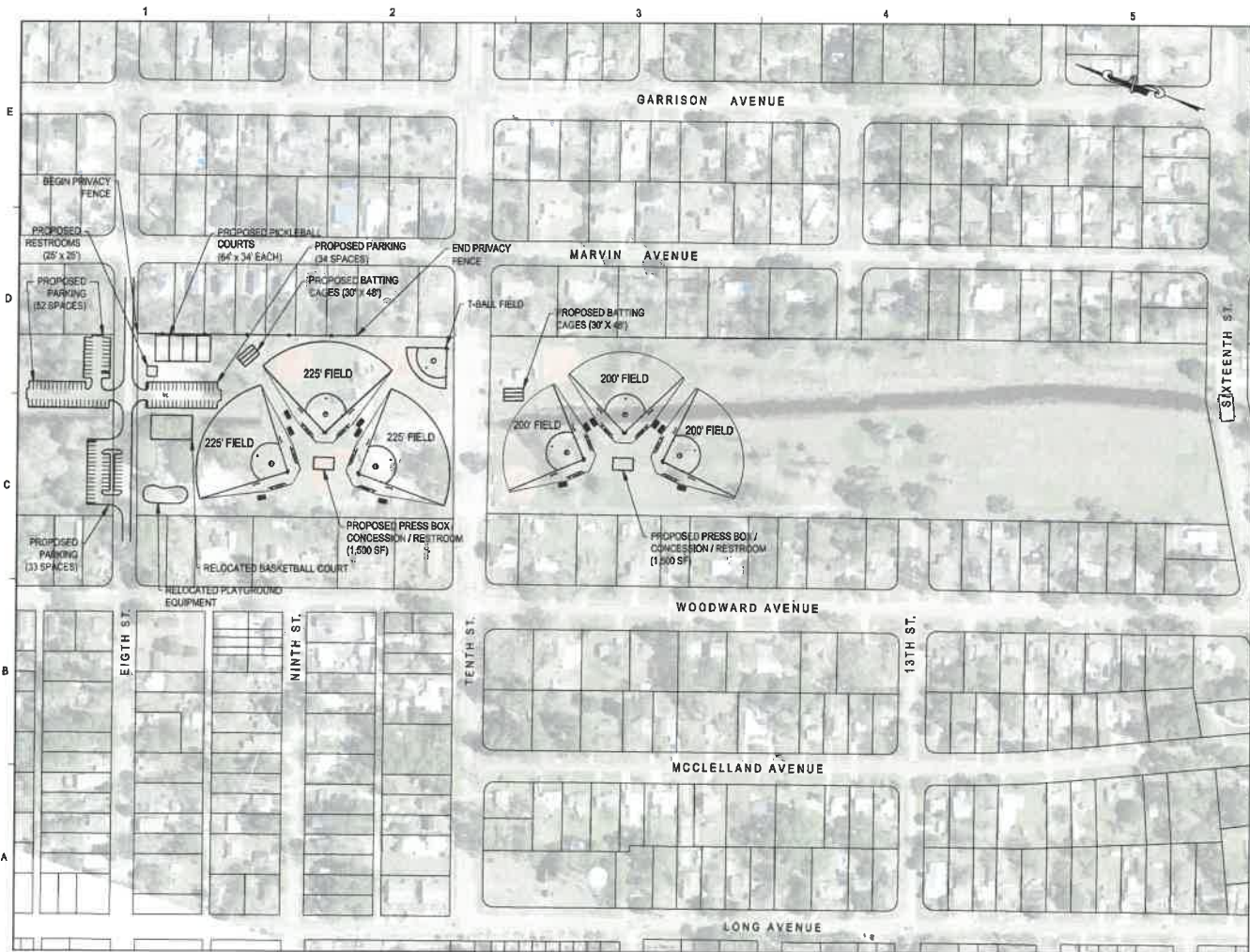
**Old Business**

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, for Commissioner Langston to replace retiring Commissioner Buzzett as the City's representative to the Gulf County Parks Subcommittee for 10<sup>th</sup> Street Park. All in favor; Motion carried 5-0.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, for Commissioner Hoffman to replace retiring Commissioner Buzzett as the City's representative on the Sacred Heart Hospital Committee. All in favor; Motion carried 5-0.

**Tenth Street Park** – The following individuals, once again, reiterated their thoughts on the Tenth Street Park proposals. Christy McElroy, Elaine Rogers, John Fadio, Robert Farmer, Jr., Robert Branch, Tyler McGuffin, Arthur Rogers, Jill Bebee, Clare Morris, and Fred Morris. A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to approve Option 6 with the understanding that one of the softball fields could be removed and the size could possibly be reduced. All in favor; Motion carried 5-0. This recommendation will be given to the Gulf County Parks Subcommittee for 10<sup>th</sup> Street Park at their meeting on June 20, 2018, at 9:00 A.M.

**Golf Cart Workshop June 26, 2018, at 6:00 P.M.** – Mr. Anderson reminded the Commissioners of the Workshop.



**Dewberry**  
 324 Marina Drive  
 Fort St. Joe, FL 32456  
 (850) 227-7200

**10TH STREET PARK  
 CONCEPTUAL SITE PLAN  
 CITY OF FORT SAINT JOE  
 GULF COUNTY, FLORIDA**

ES 000754  
 PRELIMINARY DOCUMENTS  
 NOT FOR CONSTRUCTION



REVISIONS

NO.	DESCRIPTION	DATE

DRAWN BY: C. SHAW  
 APPROVED BY: C. SHAW  
 CHECKED BY: C. SHAW  
 DATE: JUL 2018

**OPTION 6A**

PROJECT NO. SHEET NO.

**C6A**

SHEET NO.



**10TH STREET PARK - OPTION 6A**

**ESTIMATE OF PROBABLE CONSTRUCTION COSTS  
DEI PROJECT NO. 50082761**

ITEM	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL
<b>CONSTRUCTION</b>					
1	CLEAR & GRUB INCLUDING DEMOLITION	18	AC	\$3,500.00	\$63,000.00
2	PRESS BOX/CONCESSION/RESTROOM	2	EA	\$75,000.00	\$150,000.00
3	RESTROOM	1	EA	\$40,000.00	\$40,000.00
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15	42" ADS PIPE (MATERIAL ONLY)	3,300	LF	\$45.00	\$148,500.00
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20	LIGHTING	1	LS	\$150,000.00	\$150,000.00
21	IRRIGATION	1	LS	\$25,000.00	\$25,000.00
22	LANDSCAPING	1	LS	\$10,000.00	\$10,000.00
23	WATER/SEWER SERVICES	1	LS	\$15,000.00	\$15,000.00
SUBTOTAL					\$1,807,945.00
<b>TOTAL ESTIMATED CONSTRUCTION COST</b>					<b>\$1,807,945.00</b>
SURVEY, DESIGN, PERMITTING @ 5%					\$90,397.25
CONTINGENCIES @ 10%					\$180,794.50
<b>10TH STREET PARK OPTION 6A TOTAL ESTIMATE</b>					<b>\$2,079,136.75</b>

**Wastewater Plant – Kevin Pettis** did not have anything new to share with the Commission.

April 3, 2018

**Finance Director – Mike Lacour** noted he has 26 confirmed customers for the Jones Homestead Project, he expects more to sign up as work begins, and materials for the project are being ordered.

**City Engineer – Clay Smallwood, III**

**Project Updates –**

*Frank Pate Park Boat Ramp Improvements* – There was nothing new to add, but noted there is a lot of traffic around the boat ramp.

*Long Avenue* – The application has been submitted, the Committee will meet in May, and Mr. Smallwood will check on the progress in a few weeks. This would be for Engineering only and there may be a meeting on this Friday.

Commissioner Lowry asked that Mr. Anderson contact the Gulf County Clerk of Court concerning the Road Bond Money for this project and when the funds must be expended by.

**Stormwater Management Plan** - A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to make application through the Northwest Florida Water Management District (NWFWM) for NERDA funding. All in favor; Motion carried 4-0.

Mr. Smallwood noted there is approximately \$922,000 available for a NERDA Project through the NWFWM and the FL DEP. No match from the City would be required, the project would help preserve St. Joe Bay, and treat runoff water before it reaches the bay. There were two parts for funding, a Master Plan for the City, which if one exists it is more than 20 years old, and a Forest Park Stormwater Project. He noted the Forest Park Stormwater Project is a separate project and is not related to the ball park issue.

The Forest Park Stormwater Project would include approximately 270 acres, it would mirror the Buck Griffin Lake, treat water in a 25 acre lake prior to reaching the bay, a weir would be constructed, possibly include piping under 10<sup>th</sup> Street, and the same guide lines that were used for Buck Griffin Lake, Baltzell and Sand Hills Ponds would be followed.

**Code Enforcement** no action was required.

**Police Department – Matt Herring** did not have anything new to update the Commission on. He advised the Speed Limit signs have been posted on Monument Avenue at the Methodist Church. No tickets have been issued but a lot of warnings have been given.

Commissioner Langston thanked Chief Herring for the help on Avenue A. He noted speed limits are being observed and a big difference in the traffic has been seen.

**City Clerk - Charlotte Pierce** congratulated Commissioners Langston and Lowry on being unopposed for the coming election, noted that Commissioner Buzzett chose not to seek reelection, and 4 individuals have qualified for the Group IV Seat.

**Citizens to be Heard –**

*Chester Davis* asked for the Commission's help in securing everything for the Juneteenth celebration to be held on June 16, 2018, at the Washington Gym. He noted past issues and requested help in resolving any issues prior to the event.

*Jill Bebee* shared that she has gathered signatures from 56 residents and 17 visitors concerning the ball park issue. Copies of the signatures were provided to the city clerk.

*Elaine and A. W. Rogers* shared the problems they are having with people disrespecting their property while ball season is ongoing.

Mayor Patterson asked that staff look into building a fence.

*Clare Morris* noted the Blues in the Lot was enjoyable and shared her concerns about Pickle Ball Courts in neighborhoods. She encouraged Attorney McCahill to research the number of lawsuits that have occurred because of the sport and the problems neighbors are having with noise from the ball courts. Ms. Morris

**RESOLUTION 2018-07**

**A RESOLUTION BY THE CITY OF PORT ST. JOE FLORIDA, TO CONTINUE TO SUPPORT RENOVATION OF THE TENTH STREET PARK WITH TOURIST DEVELOPMENT COUNCIL FUNDING ALONG WITH STATE AND LOCAL FUNDING OPPORTUNITIES; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Port St. Joe is a Florida Municipality chartered on July 1, 1913; and

**WHEREAS**, the City of Port St. Joe feels the need for children to have a safe place to play, exercise, and have fun; and

**WHEREAS**, the Tenth Street Park strengthens the cultural, aesthetic, and environmental aspects of the Cities Port City Trail System; and

**WHEREAS**, this project is consistent with the Gulf County Tourist Development Council's mission to support and promote tourism through the use of the fifth penny Bed Tax proceeds; and

**WHEREAS**, the City will continue to pursue funding through the Florida Recreational Development Assistance Program for elements to enhance the Port City Trail System and promote tourism; and

**WHEREAS**, the City of will also continue to pursue funding thru the North West Florida Water Management and the Florida Department of Environmental Protection for Stormwater Improvements along the Trail System; and

**NOW, THEREFORE BE IT RESOLVED BY THE City of Port St. Joe, THAT:** they support the construction of the Port St. Joe Tenth Street Park Revitalization Plan Option \_\_\_\_\_. See attached Ex. (A) & Ex. (B).

**PASSED AND DULY ADOPTED BY The City of Port St. Joe on this \_\_\_\_\_ Day of July, 2018.**

**Attest:**

\_\_\_\_\_  
**James "Bo" Patterson, Mayor**

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