

**September 4, 2018**  
**Budget Workshop**  
**5:15 P.M.**  
**Regular Meeting**  
**6:00 P.M.**  
**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

Budget Workshop

5:15 P.M.

Regular Public Meeting

6:00 P.M.

2775 Garrison Avenue

Tuesday September 4, 2018

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## Call to Order

## Consent Agenda

### Minutes

- Regular Meeting 8/21/18
- Workshop Meeting 8/21/18
- Workshop Meeting 8/28/18

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### PSJRA

- Update

### City Attorney

- Update

### Old Business

- Road Bond Money- Update
- Community Garden- Comm. Langston

### New Business

- Boat Ramp Fees- Comm. Ashbrook
- PSJ High State Championships Sign
- Taxi Service- Mayor Patterson
- NPSJ P.A.C. Zoning Request Workshop- 9/27/18 at 5:00

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### Public Works

- Update

### Surface Water Plant

- Fresh Water Canal

### Waste Water Plant

- Update

### Finance Director

- Budget- Update

### City Engineer

- Road Paving- Update

**Code Enforcement**

- Update

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**Police Department**

- Update

**City Clerk**

- 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 AT  
2775 GARRISON AVENUE, August 21, 2018, AT 6:00 P.M.**

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

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to approve the Minutes of the Budget Workshop Meeting on August 7, 2018, and the Regular Meeting of August 7, 2018. All in favor; Motion carried 5-0.

**PORT ST. JOE REDEVELOPMENT AGENCY (PSJRA)** In the absence of PSJRA Director Bill Kennedy, Commissioner Ashbrook shared that nothing has changed, they continue to work on the 30 year extension of the CRA, and that Attorney Albritton is working with Bill Kennedy on this. Updates will be provided as they occur. It was also noted that the paving of Reid Avenue is coming along nicely.

**City Attorney** - Mr. Albritton stated he had spoken with Ray Greer and he will be able to help with the extension of the CRA.

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

**Old Business**

*Road Bond Money Update* – Street paving has been moving along well, there is still approximately \$100,000 remaining to be used for paving and Mr. Anderson asked that the Commissioners provide him a list of areas they feel need to be paved. Repairs have been made to the intersection of Twentieth Street and Palm Boulevard as well as Seventh Street and these sites could be considered for new patches.

*Community Garden* – Commissioner Langston has spoken with the St. Joe Company and they are willing to help with the garden. He also talked with the County Extension Agent who is willing to help with the project.

**New Business**

*Grinder Pump Contract* - A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to extend the contract for an additional year. All in favor; Motion carried 5-0.

**Public Works – John Grantland**

*Fishing Piers – Clifford Sims Park*: Final plans have been delivered to the Public Works Department for review. Mr. Grantland anticipates having a recommendation for the Commission in 30 days.

Mr. Grantland shared that Ramseys' is working on entrance way signs recognizing the accomplishments of sports teams. He expects to have a design for the Commission's approval at the next meeting.

**Surface Water Plant – Larry McClamma** was on vacation and Mr. Anderson noted everything was going well and there were no updates for the Commission.

**Wastewater Plant – Kevin Pettis**

*Consent Order* – A Consent Order has been issued by FL DEP, they will support biological dredging, allow three years for the issues to be corrected, and will then revisit the situation. Mr. Pettis feels that an RFP should be issued for companies that have a proven record dealing with Algae. A maintenance plan also needs to be developed to keep nutrients off the lagoon bottom.

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to request RFPs for biological dredging of the lagoon. All in favor; Motion carried 5-0.

A Motion was made by Commissioner Langston, second by Commissioner Ashbrook, to agree to the FL DEP Consent Order and pay the fine of \$500. All in favor; Motion carried 5-0.

Mr. Pettis noted that Mark Manley has passed his state exam which gives another operator at the plant.

**Finance Director – Mike Lacour**

*Budget Update* - A Budget Workshop was held at noon today and the next Budget Workshop will be held on Tuesday, August 28, 2018, in the Conference Room of City Hall at 12 Noon.

During the noon workshop today, the increase requested by City Attorney Adam Albritton was discussed and referred to tonight's meeting for further discussion.

Commissioner Hoffman noted the current salary for the attorney is \$36,000 and questioned the requested \$54,000. He noted that city employees were only receiving a 3% increase while facing a possible 7% increase in insurance premiums that would be absorbed by the employees, and the attorney's requested increase amounts to a 50% increase. He favored asking for proposals to be the city attorney.

Attorney Albritton pointed out that the city had no attorney when he came on board, he agreed to assume the existing contract, discussed with the previous board what his request would be when the contract expired, and felt an hourly rate would be too expensive for the City. He noted that he offered a flat rate with litigation being an additional charge due to the number of meetings he attends for the City and all the preparation he does for meetings.

Mayor Patterson, Commissioners Ashbrook, Langston, and Lowry each expressed their support of Attorney Albritton and felt the requested increase was justified.

A Motion was made by Commissioner Hoffman to provide a job announcement requesting an RFP for the City attorney. The Motion died for the lack of a second. The budget is to be revised to reflect the requested increase by shifting funds from consulting fees.

**City Engineer – Clay Smallwood, III**

*Road Paving Update* – The striping of Reid Avenue is scheduled to begin the Sunday after Labor Day and the contractor will catch all the other roads that need to be striped. He also mentioned the work on Eighth Street will begin shortly.

Commissioner Langston asked that a cost estimate for repairs to Williams Avenue be provided.

**Code Enforcement** no action was required.

Clare Morris questioned the status of the crumbling house at the intersection of Garrison Avenue and Tenth Street. Mr. Anderson shared that the property had been sold on the steps of the Gulf County Court House, the new owner is going through the closing process, and the issue will be addressed with the new owner.

Commissioner Langston questioned how to handle other abandoned homes and Mr. Anderson shared the City has a list, people can ask to be placed on it, and in the past the City and County have worked together on the projects.

**Police Department – Chief Matt Herring** did not have anything to update the Commission on.

Commissioner Langston commended the Police Department for their work and noted his concerns about not having enough officers. He asked for help with speeders on Avenue A and questioned the possibility of adding intersections with stop signs along Avenue A. Chief Herring and John Grantland will look at the area to determine what can be done to reduce the speeding.

**City Clerk - Charlotte Pierce** did not have any updates for the Commission.

**Citizens to be Heard –**

Mayor Patterson noted that the 3 minute speaking time would be followed and a Commissioner could request that an additional 3 minutes be granted. No speaker was denied an additional 3 minutes.

The following individuals again discussed their concerns with the Tenth Street Park and Field of Dreams locations.

Fred Morris, Robert Branch (provided a Special Warranty Deed dated October 21, 2008, for the Field of Dreams property), Christy McElroy (provided Amended and Restated Interlocal Agreement between the City and Gulf County dated September 17, 2013, Containment issues, and a list of her community involvement), Arthur Rogers, Clare Morris, Jill Bebee, John Fadio, Elaine Rogers, and Carolyn Williams.

Eddie Fields requested assistance for elderly residents and the WIG Building with waters bills. Mr. Anderson explained the water rate structure and these concerns will be shared when the next rate structure is reviewed. Mike Lacour noted that the rates were structured to make the 0 – 3,000 gallons the most affordable to help elderly residents and that charges increase with use.

Valencia Foxworth thanked the Commission for the sidewalks and requested help in moving cars that are parked on sidewalks in North Port St. Joe. Commissioner Langston noted there are issues, people have room to park in the yards, but asked for assistance in keeping cars off the sidewalks.

Deborah Mays shared her concerns about the letter residents of Palm Breeze Way received and the support the county has offered in this situation.

Chester Davis stated that the Amnesty Day for the City has been moved to October 27, 2018, and he is working with Waste Pro to see what will be accepted.

Benny Roberts shared the history of the ball fields and his thoughts on moving forward.

**Discussion Items by Commissioners**

Neither *Commissioner Hoffman* nor *Commissioner Lowry* had anything else to discuss.

*Commissioner Ashbrook* asked for permission to explore the possibility of a Youth Advocacy Program, form a Ball Park Committee and discuss the legal issues with Attorney Albritton. There were no objections to his request.

*Commissioner Langston* shared his concerns about the access to the area behind the Washington Gym and what could be done to prevent traffic there. He also requested that someone look at the air conditioning at the WIG Building.

*Mayor Patterson* noted the need for signage near Centennial Bank directing people to the boat ramp rather than continuing on Marina Drive and being unable to turn around when they reach the end of the road.

A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to adjourn the meeting at 8:14 P.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2018.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**MINUTES OF THE FY 2018 – 2019 BUDGET WORKSHOP FOR THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE FLORIDA, HELD IN THE COMMISSION CONFERENCE ROOM, CITY HALL, August 21, 2018, AT 12 Noon.**

The following were present: Mayor Patterson, Commissioners Ashbrook, Hoffman, and Langston. City Manager Jim Anderson, City Clerk Charlotte Pierce, Financial Director Mike Lacour, Police Chief Matt Herring, and Wastewater Plant Manager Kevin Pettis were also present. Commissioner Lowry was absent.

The purpose of the Workshop was to review the Wastewater Department Funds, Professional Services Consulting, and Police Department segments of the FY 2018 – 2019 Budget.

Mike Lacour provided a copy of the updated budget, individual pages for each Professional Service, a snapshot of insurance cost using the current quote, and overall increases for employees.

The current Millage rate is 3.5914, with a total Budget across all funds of \$14,138,950 and there is an estimated increase of \$61,346 from AD Taxes based on our current Millage.

Kevin Pettis gave an overview of Algae issues, what causes it, and how biological dredging would reduce the nutrients in the lagoon. A Consent Order has been issued by FL DEP, they will support biological dredging, allow three years for the issues to be corrected, and will then revisit the situation. Mr. Pettis feels that an RFP should be issued for companies that have a proven record dealing with Algae. A maintenance plan also needs to be developed to keep nutrients off the lagoon bottom.

Areas of concern during the meeting were the increase requested by the current attorney, the lack of not having two police officers on duty at all times for safety, and employees being required to absorb all insurance increases.

The next Budget Workshop will be held in the City Commission Conference Room at City Hall on Tuesday, August 28, 2018, at noon for a review of Health Insurance costs and to close out budget issues.

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to adjourn the Workshop at 12:58 P.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2018.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**MINUTES OF THE FY 2018 – 2019 BUDGET WORKSHOP FOR THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE FLORIDA, HELD IN THE COMMISSION CONFERENCE ROOM, CITY HALL, August 28, 2018, AT 12 Noon.**

The following were present: Mayor Patterson, Commissioners Ashbrook, Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, Financial Director Mike Lacour, Police Chief Matt Herring, and City Insurance Agent Dwight Van Lierop were also present.

The purpose of the Workshop was to review the Health Insurance Rates and Non-Departmental segments of the FY 2018 – 2019 Budget.

Mr. Anderson reminded the Commissioners of the first Public Hearing on the Budget, Thursday, September 6, 2018, Ward Ridge Building at 5:01 P.M.

Mike Lacour provided a copy of the updated budget, Insurance Costs, and Non-Departmental requests. He noted the current cap for Health Insurance is \$705. There will be an increase of 1% for Health Insurance for each employee. Employees currently pay \$9.02 per month and this will increase to \$14.68 per month. For \$10,500 the City could cover the cost of the additional premium for each employee.

The current Millage rate is 3.5914, with a total Budget across all funds of \$14,138,950 and there is an estimated increase of \$61,346 from AD Taxes based on our current Millage.

Dwight Van Lierop confirmed the 1% rate increase cost, shared the claims history of the City for the present year, and noted a proactive change in life styles for City employees would be a tremendous help. The original quote for health insurance was 7% and through negotiations, Mr. Van Lierop was able to get the increase reduced to 1%. He will be checking with Teladoc to see what it would cost for these services to be provided for the employees.

Consensus of the Commission was for Mr. Lacour to include a 3% COLA increase for each full time employee and increase the insurance cap to \$719.68 per employee.

Commissioner Hoffman shared that he had spoken with Johanna White of CareerSource and he is in hopes the City can help with the Community Assistance Program. He also would like to see Waste Pro give some relief to the WIG for garbage service.

Commissioner Langston asked if \$2,500 could be given to CareerSource for their Community Assistance Program.

Commissioner Lowry asked about increasing the fireworks contribution to \$10,000 for a larger show.

The next Budget Workshop will be held in the City Commission Meeting Room at Ward Ridge on Tuesday, September 4, 2018, at 5:15 P.M. for a review of Health Insurance costs, CareerSource Assistance, and fireworks to close out budget issues.

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to adjourn the Workshop at 12:33 P.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2018.

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James "Bo" Patterson, Mayor

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date



# PORT ST. JOE HIGH SCHOOL

— 28 VARSITY STATE —

# CHAMPIONSHIPS



**Code Enforcement 2018 Activity  
As of 8/28/2018**

	Open	Closed	Total	Increase
Unlawful Accumulation	57	176	233	11
Substandard Structure	8	6	14	
Abandoned Vehicle	14	12	26	1
Unlawful Sewer				
Land regulation Violation	9	15	24	3
Business Lic. Violation		20	20	
Special Master Hearings				
Building Demolition	5		5	
Waste Violation	37	191	228	8
Sign Violation	5	26	31	
	Total 135	Total 446	Total 581	Total 23