

June 2, 2020
Regular Meeting
12:00 Noon
App- Zoom
Phone #1-646-876-9923
Meeting ID: 828 9463 5305
Password: 434634



City of Port St. Joe

Rex Buzzett, 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

Regular Public Meeting
12:00 Noon
App- Zoom
Phone # 1-646-876-9923
Meeting ID: 828 9463 5305
Password: 434634
Tuesday June 2, 2020

Call to Order

Consent Agenda

Proclamation Honoring Roger Hall

Minutes

- **Regular Meeting 5/19/20**

Pages 1-9

City Attorney

- **Update**

Old Business

- **Coronavirus (COVID-19) Update**
 - **Resolution 2020-02- State of Emergency, Currently Still in Place**
 - **Summer Recreation Programs**
- **Census 2020**
- **Palm Blvd. Pedestrian Bridge**

New Business

- **Playground Equipment Donation**
- **Gulf Coast Workforce Development Board Lease Renewals**
 - **Incubator Bldg.**
 - **Washington Gym**

Pages 10-12

Pages 13-15

Public Works

- **Stump Grinder**

Pages 16-17

Surface Water Plant

- **Update**

Wastewater Plant

- **Update**

Finance Director

- **Update**

City Engineer

- **NRDA Grant- Update**
- **Walking Path FDOT Grant- Update**
- **CDBG Grant- Update**
- **First Street Lift Station and Long Ave.- Update**

Code Enforcement

- **Update**

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, MAY 19, 2020, at Noon.
Teleconference as allowed under Executive Order 20-69; App – ZOOM;
Phone 1-646-876-9923, Meeting ID: 81269170277; Password 589973**

The following were present: Mayor Buzzett, Commissioners Ashbrook, Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, City Attorney Clinton McCahill, and Administrative Assistant Brie Scheibe were also present.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to approve the Minutes of the Regular Meeting on May 5, 2020, and the Special Meeting on May 1, 2020. All in favor; Motion carried 5-0.

City Attorney –

Trash Transfer Station –

Mr. McCahill was to meet with Gulf County Attorney, Jeremy Novak, on Monday May 11, 2020, but Mr. Novak called and said that he had a family emergency and could not meet. Mr. McCahill is waiting to hear from Mr. Novak on a date that is convenient for him.

Attorney McCahill will contact the St. Joe Company to see if they have any interest in the property.

Old Business –

Coronavirus (COVID-19) Update –

After discussion, the following decisions were made.

Resolution 2020-02 State of Emergency – Currently still in Place:

No action was taken on this.

Summer Recreation Programs –

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to cancel the Summer Recreation Program for the time being. All in favor; Motion carried 5-0. Lee Ellzey, Gulf Coast Workforce Board, has notified Mr. Anderson that the Washington Gym Summer Program has been cancelled.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to open all City property locations which include, *Park rentals, Farmers Market, Baseball and Softball complexes, Lighthouse Tours, building rentals, and the Blues in the Lot for June 20, 2020.* For the rental of all City Properties, the renter must be given a copy of the current guidelines, agree to abide by the current CDC Guidelines, and sign a statement prepared by Mr. McCahill stating they will conform to these rules. All in favor; Motion carried 5-0.

Commission Meeting Format –

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to reopen the Commission meetings to public attendance, following all CDC Guidelines, continue with the ZOOM App, and rescinding Resolution 2020-04 requiring ZOOM Meetings. All in favor; Motion carried 5-0.

Fire Department –

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to provide each Volunteer Firefighter with a \$250 Coronavirus COVID-10 Supplement. All in favor; Motion carried 5-0.

2020 Census – City Manager, Jim Anderson, stated that numbers for Gulf County are still very low and he encouraged everyone to contact the Census and be counted. A reminder will be added to the City Water Bill when space is available and posted on the doors to City Hall.

New Business –

4th of July Fireworks Contract –

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to approve the \$15,000 contract with PYRO Shows and remit the \$7,500 deposit. All in favor; Motion carried 5-0.

Surplus Property –

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to approve disposing of the Surplus Property as shown as Exhibit 1 to these Minutes. This is a cumulative list and the property will be given to Tom P. Haney Technical School in Panama City. All in favor; Motion carried 5-0.

RFP 2020-02 Garrison Avenue SCOP Grant Bids

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to award RFP 2020-02 to Roberts and Roberts, Inc., in the amount of \$427,633.90. All in favor; Motion carried 5-0.

CEI Services Task Order –

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to award the CEI Services Task Order to Dewberry Engineering in the amount of \$14,766. All in favor; Motion carried 5-0.

Fire Hydrants – Commissioner Langston:

Commissioner Langston expressed his appreciation to Chief John Ford and the Port St Joe Volunteer Fire Department for their assistance with a fire recently on Avenue G. John Grantland shared that there are over 300 hydrants in the City, of which 90% are new. Visual inspections are done on the hydrants. Chief Ford noted that the Water Plant is notified when there is a fire to provide increased pressure for all hydrants.

Public Works – John Grantland

Odor Scrubber

The unit was installed in 2017 at the Atlantic Street and Americus Avenue site. The scrubber was hit by Hurricane Michael and is in need of media replacement. Funds are in the budget and it was the consensus of the Commission to replace the media.

Surface Water Plant – Larry McClamma

Mr. McClamma shared that the plant has completed the installation of the aeration system in the ground storage tank to enhance water quality.

Wastewater Plant – Kevin Pettis

Mr. Pettis did not have any new updates for the Commission, but noted there is 4' of clearance in the lagoon, they are working on the plant, and will most likely not discharge in June because of the lack of rain.

Finance Director – Mike Lacour

Review of next year's budget with department heads has begun. There has not been a reduction in sales tax yet, but this is being monitored as a reduction is anticipated because of the Coronavirus.

City Engineer – Josh Baxley

Maddox Park Stormwater Pipe Permit

The permit has been received for the ditch that parallels Miss Zola's Drive.

Commissioner Lowry shared that, per Warren Yeager, the County has the permit for the ditch near the TDC and will work with the City on installation of the pipe for that area. The County will do the installation of the pipe if the City will purchase it.

NRDA Grant Update –

Mr. Baxley is responding to comments from FL DEP and Northwest FL Water Management District. He is waiting on a response from FL DEP to see when they will be cleared for travel so dates and times for the Workshops can be established.

Walking Path FDOT Grant Update –

There is a meeting later today on this and Mr. Baxley anticipates a design soon. The easement from the St. Joe Company has been received for the property.

Currently, the Stormwater Master Plan is being cataloged and field information provided.

Code Enforcement –

Special Magistrate Hearings –

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to advertise for the removal of two houses and the cleanup of two additional properties. Attorney McCahill noted that the properties can have a Lien filed against them so the City can recoup the monies expended on these projects. All in favor; Motion carried 5-0.

302 16th Street – Richard Robinson, Demolish; 242 Avenue B – Carlos Cunningham, Demolish; 206 Long Avenue – Keith Nixon, clean up all junk and debris; 522 6th Street – William Thursbay, clean up all junk and debris.

Police Department – Chief Herring

Chief Herring shared that the Bids to renovate the Police Department are currently running in the paper.

City Clerk – Charlotte Pierce

Clerk Pierce shared the dates of Saturday, October 31, 2020, for Ghosts on the Coast and Saturday, December 12, 2020, for Christmas on the Coast. The Commission had no objections to these dates.

Citizens to be Heard –

No one from the public had anything to discuss.

Discussion Items by Commissioners –

Commissioner Hoffman asked if the prospective boat dock renter had accepted the terms of the lease. Mr. Anderson responded that documentation has been sent to him, but nothing has been returned to the City.

He noted the progress on removing the walking bridge at Twentieth Street, stated it was looking good, and wanted to know when the site would be measured for replacement structures and an order be placed for them.

Commissioner Langston shared the need for the City's area under the Highland View Bridge to be cleaned.

He noted the opportunity for COVID-19 testing for individuals 18 or older on May 20, 2020, at the WIG Center from 9 A.M. to 3 P.M., Eastern Time and on June 3, 2020, at Lake Alice Park in Wewahitchka from 9 A.M. to 3 P.M. Central Time.

Commissioner Lowry asked for an update on the foot bridge on Nineteenth Street and Palm Boulevard. Mr. Anderson will check on this.

Commissioner Ashbrook inquired as to the status of the Maddox Property and Mr. Anderson shared that the Maddox Family will have some suggestions at one of the meetings in June.

He also suggested trying to find some activities for children during the summer months.

Mayor Buzzett offered his congratulations to the Class of 2020, and noted they would have graduation services on the football field on May 21, 2020.

The Mayor thanked Carol Jean and Connie Burrows for their efforts to provide masks for our community during the time of COVID-19. He asked that if others are providing services for the community to please let him know.

He will be contacting Attorney William Harrison to see if Eastern Shipbuilding would be agreeable for the City to use the adjacent site for fireworks this year.

Motion to Adjourn -

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to adjourn the meeting at 1:15 P.M.

Approved this _____ day of _____ 2020.

Rex Buzzett, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

Exhibit 1
5/19/20

MAKE/MODEL	TAG	CODE	CITY CODE
1 DELL VISTA PC	GF0FKH1	35736236389	N/A
2 HP LASER JET 1200 SERIES PRINTER	CNBRF96638	-	486
DELL OPTIFLEX 330	JF0FKH1	42266583397	297
DELL OPTIFLEX 330	6G0FKH1	14028879205	551
DELL OPTIFLEX 330	FF0FKH1	33559454053	470
DELL MONITOR	-	REV A00	433
DELL OPTIFLEX 330	4G0FKH1	9675314533	450
DELL OPTIFLEX 330	CF0FKH1	27029107045	N/A
HP PRINTER OFFICE JET PRO K550	MV684611GT	-	462
HP LASER JET 4200TN PRINTER	-	-	522
DELL KEYBOARD	-	REV A03	N/A
HP LASER JET 4250	-	Q5400A	489
CAMERA PHOTO EQUIPMENT - EVIDENCE	CBE	IV2009038041	EXPRESS LANE 08514
DELL POWER CONNECT	6NCT7F1	00219BB302D1	564
DELL POWER CONNECT	B86T7F1	00219BAEDC2C	566
HP DVD DRIVE	-	2UA7270C3Y	439
DELL OPTIFLEX 3010	HGW4TW1	38026731601	572
HP DVD DRIVE	-	2US7270C3S	292
DELL OPTIFLEX 7020	3QZX12	8162837894	903
DELL KEYBOARD	-	SK-8115	N/A
DELL KEYBOARD	-	KB212B	N/A
DELL KEYBOARD	-	KB212B	N/A
DELL KEYBOARD	-	KB212B	N/A
DELL KEYBOARD	-	KB212B	N/A
DELL KEYBOARD	-	KB212B	N/A
DELL KEYBOARD	-	KB212B	N/A
DELL POWER EDGE 2800	-	6CM7091	558
DELL OPTIFLEX 330	7G0FKH1	16205661541	N/A
DELL OPTIFLEX 7020	3RWVY12	8218311878	902
DELL OPTIFLEX 7020	3RVVWY12	8216538950	899
DELL OPTIFLEX 330	3H0FKH1	7558998373	484
DELL PRECISION T3610	ITSSM22	3978665642	897
DELL MOUSE WITH CORD	-	DP/N: XN968	N/A
LOGITECH MOUSE CORDLESS	-	P/N: 810003285	N/A

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DELL KEYBOARD	-	KB212-B	N/A
DELL MONITOR	-	DP/N: OG435H	485
DELL POWER SUPPLY	-	7000815-0000	N/A
DELL LASER PRINTER 1320C	-	DP/N: OWM053	371
DELL PRECISION T3610	ITDDM22	3980345258	908
DELL MONITOR	-	SN: CN-OKW14V-74261-31WB	N/A
DELL KEYBOARD	-	SK-8115	N/A
DELL KEYBOARD	-	KB212-B	N/A
DELL KEYBOARD	-	KB212-B	N/A
DELL MONITOR	-	SN: CN-ODTOPH-74261-488-IFVL	N/A
DELL MONITOR	-	SN: CN-OKW14V-74261-48M-2WGB	N/A
HP JET DIRECT 170X PRINTER	-	J4102B	491
HP SCANJET 5P	-	C5110A	594
DELL PC ? (FACE MISSING)	9TKMPD1	21379211749	N/A
DELL OPTIFLEX 330	8H0FKH1	18442910053	279
DELL OPTIFLEX 7020	3RDYV12	20140722	931
DELL OPTIFLEX 7020	3R84Z12	817660270	932
ENTERA SYS XSR 1850 ETHERNET PORT	-	SN: 4073074950863513	563
DELL OPTIFLEX 3010	HGX5TW1	38028457873	N/A
DELL PRECISION T3610	ITSTM22	3978712298	N/A
DELL COLOR LASER PRINTER 1320C	-	DP/N: OWM053	280
DELL MOUSE WITH CORD	-	-	N/A
DELL MONITOR	-	DP/N: OG435H	469
DELL OPTIFLEX 7020	3RSZY12	8211640070	898
DELL OPTIFLEX 3010	HGW5TW1	38026778257	N/A
DELL MONITOR	-	DP/N: UG435H	N/A
DELL MONITOR	-	DP/N: UG435H	529
DELL PC W/ DVD X 2? (FACE MISSING)	-	-	315
DELL MONITOR	-	REV A05	N/A
FELLOWES SHREDDER PS70-2CD	-	-	596
DELL KEYBOARD	-	KB212-B	N/A
DELL KEYBOARD	-	KB212-B	N/A
DELL OPTIFLEX 330	DG0FKH1	29266355557	329
DELL MONITOR	-	DP/N: OG435H	468

DELL MONITOR	-		DP/N: OG435H	449
DELL MONITOR	-		DP/N: OG435H	528
DELL MONITOR	-		DP/N: OG435H	282
DELL MONITOR	-		REV A02	N/A
APC BATTERY BACKUP	-		REV A02	N/A
DELL OPTIFLEX 330	2H0FKH1	5382216037	BE550G	N/A
DELL LAPTOP	9YT6R1	21696355117		517
DELL LAPTOP	9L08GJ1	20861225389		382
DELL OPTIFLEX 330	HG0FKH1	37973484901		248
DELL PRECISION 390	BS98WC1	25653190321		331
DELL OPTIFLEX 330	HFOFKH1	37913018725		366
DELL OPTIFLEX 330	9G0FKH1	20559226213		211
DELL OPTIFLEX 330	61XDLG1	13177221841		SUPLUS N/A
THOMPSON TOUTER	-		DCM476	604
HP LASERJET 2605 DN	-			N/A
DELL OPTIFLEX 3010	HGV4TW1	3802505198		259
DELL MOUSE WITH CORD	-			N/A
DELL MOUSE WITH CORD	-			N/A
DELL KEYBOARD	-		KB212-B	N/A
DELL OPTIFLEX 7020	3RH3Z12	8191672598		N/A
DELL LAPTOP	HW9GKH1	38956106917		900
DELL LAPTOP	8W9GKH1	19365065893		N/A
DELL LAPTOP	7W9GKH1	17188283557		N/A
APC BATTERY BACKUP	-		BX15006CD	N/A
BUFFALO RADIO	-		WA5200DD0802	555
APC BATTERY BACKUP	-		BR800 BLK	N/A
DELL OPTIFLEX 330	7F0FKH1	16145195365		N/A
DELL OPTIFLEX 330	GG0FKH1	35796702565		527
DELL OPTIFLEX 330	7H0FKH1	20498760037		365
DELL OPTIFLEX 330	9F0FKH1	20498760037		363
DELL OPTIFLEX 330	8G0FKH1	1838244387		251
ACER MONITOR	-		AL1917A	494
DELL MONITOR	-		REV A00	N/A
DELL MONITOR	-			332

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DELL OPTIFELX 330	1H0FKH1	3205433701	432
DELL OPTIFLEX 330	6H0FKH1	14089345381	387
DELL POWER VAULT	-	124T	560
OPTIFLEX 330	BG0FKH1	24912790885	278
APC BATTERY BACKUP	-	NS1250	N/A
DELL CORDLESS MOUSE	-	1641LZ0134ZW8	N/A
DELL 1320 LASER PRINTER	-	DP/N: OWM053	446
DELL KEYBOARD		DP/N: 0DJ454	N/A
DELL MONITOR		REV A00	386
DELL OPTIPLEX 7020	3Q86Z12	8116221846	895
DELL OPTIPLEX 7020	3Q5Y12	8151127238	638
DELL OPTIPLEX 7020	3QX5Z12	8158173590	250
DELL KEYBOARD		DP/N: 04G481	N/A
DELL OPTIPLEX 3010	HGX3TW1	38028364651	594
VIEW SONIC MONITOR	VS10047	P37053833135	N/A
DELL MONITOR		REV A01	N/A
DELL MONITOR		DP/N: 0G435H	215
DELL OPTIPLEX 3020	HS129K02	38720633474	N/A
DELL MONITOR		REV A00	608
DELL MONITOR		REV A01	N/A
DELL KEYBOARD		REV A03	N/A
DELL OPTIPLEX 3010	HGX4TW1	38028411217	571
COMTREND ROUTER		PN732127-016	N/A
DELL KEYBOARD		DP/N: 04G481	N/A
DELL KEYBOARD		DP/N: 04G481	N/A
DELL SPEAKER		REV A00	N/A
DELL MONITOR		REV A01	N/A
DELL MONITOR		DP/N: 0G435H	244
DELL MONITOR		REV A00	N/A
DELL MONITOR		REV A01	N/A
DELL MONITOR		REV A01	N/A
OPTIPLEX 7020	3Q3ZY12	8109183494	905
DELL PRECISION T3610	ITTRM22	3980298602	635
DELL KEYBOARD		DP/N: 0DJ454	N/A
DELL PRECISION T3610	1TRVM22	3977125494	637

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DELL OPTIFLEX 3010	HGX2TW1	38028117905	616
DELL OPTIFLEX 3030	FG0FKH1	33619920229	306
DELL PRECISION T3400	BCF7GJ1	24695742061	596
DELL OPTIFLEX 330	JG0FKH1	42327049573	267
DELL PRECISION T3400	9CF7GJ1	20342177389	607
DELL MONITOR		REV A00	592
AOPEN KEYBOARD	P/N 90.00029.58B	SN: 44315468	N/A
DELL KEYBOARD		REV A003	N/A
DELL KEYBOARD		DP/N: 01HF2Y	N/A

6

INCUBATOR BUILDING
CAREER SOURCE GULF COAST
LEASE AGREEMENT

THIS LEASE AGREEMENT MADE AND ENTERED INTO THIS ____ day of _____ 2020 by and between CITY OF PORT ST. JOE, FLORIDA, a municipal corporation organized under the laws of the State of Florida, 305 Cecil G. Costin, Sr., Blvd., P.O. Box 278, Port St. Joe, Florida 32457, *Lessor*, and Gulf Coast Workforce Development Board, Inc., doing business as Career Source Gulf Coast, hereinafter called *Lessee*.

WITNESSETH:

That subject to the terms and conditions herein contained, Lessor hereby leases to Lessee, and Lessee hereby rents from Lessor, the following described premises in the City of Port St. Joe, Florida, being more particularly described as follows: 307 Peters Street, Port St. Joe, FL 32456.

TERMS

Lessor and Lessee hereby agree as follows:

1. The term of this Lease shall begin as of the ____ day of _____, 2020 and shall end twelve (12) months later. Upon complying with the terms, agreements and tenants hereof, Lessee shall have peaceable possession of the leased premises.
2. The Leased premises includes the Incubator Building.
3. Lessee shall pay and be responsible for any and all utilities incurred in connection with the leased premises.
4. Lessee will provide general liability insurance with extended coverage in an amount of \$500,000.00, naming the City of Port St. Joe, Florida as an additional named insured. The Lessor shall hold Lessee harmless for damaged to the premises caused by wind, flood, or other acts of God.
5. Lessee leases and accepts the premises, as is, and may make alterations to the building only as agreed upon in writing by the City, at its own expense and at the end of said lease period, the Lessee will return the property to the Lessor in as good as condition as is presently, ordinary wear and tear expected. Alterations and improvements to the leased premises require Lessor's written consent and shall become the property of Lessor unless otherwise agreed in writing. All minor repairs of less than \$250 shall be the responsibility of the Lessee. All major repairs above \$250 shall be reported to the City for inspection and determination of the corrective action that will be needed.

6. Lessor may, at any responsible time during the term of this Lease, inspect the leased premises.

7. Should the premises be substantially damaged or destroyed during the term of this Lease, either party may terminate the Lease.

8. Any notices of communications from Lessee to Lessor under this agreement shall be in writing sent to Lessor by United States Mail, postage prepaid, addressed to Lessor, or delivered to Lessor, City of Port St. Joe, Florida, at P.O. Box 278, 305 Cecil G. Costin, Sr., Blvd., Port St. Joe, Florida 32457.

All notices or communication from Lessor to Lessee under this Lease shall be in writing and shall be sent to Lessee by United States Mail, postage prepaid, addressed to Lessee at 5230 W. US Highway 98 Panama City, Florida 32401: or delivered to Lessee at 414 Kenney Street, Port St. Joe, Florida 32456.

Any address hereinabove provided for may be changed from time to time by either party hereto by written notice similarly given.

9. Lessee shall not assign or sublet the premises, or allow any other person or entity to operate a business, sell merchandise or services, or conduct any commercial activity from the premises without the consent of the City.

10. Either party may cancel this agreement at any time for any reason.

11. Fixture and appliances installed by the Lessee shall remain the property of the Lessee and the premises shall be restored to its original condition upon their removal unless otherwise agreed upon.

12. No security deposit shall be required by Lessor.

13. INDEMNIFICATION: Lessee shall indemnify Lessors and save it harmless from suits, actions, damages, liability and expense in connection with loss of life, bodily or personal injury, or property damage arising from or out of any occurrence in, upon or at, or from the leased premises, or the occupancy or use by Lessee of said leased premises or any part thereof, or occasioned wholly or in part by any act of omission of Lessee its agents, contractors, employees, servants, invitees, licenses or concessionaires. In addition, Lessor shall not be responsible or liable to Lessee or to those claiming by, through or under Lessee for any loss or damage to either persons or the personal property of the Lessee that may be occasioned by or through the acts or omissions of persons occupying adjacent, connecting or adjoining premises.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals, in triplicate, on the date hereinabove mentioned.

Signed sealed and delivered
In presence of:

LESSOR:

CITY OF PORT ST. JOE

Rex Buzzett, Mayor

Attest:
Charlotte M. Pierce, City Clerk

Printed Name of Witness

LESSEE:

CAREERSOURCE GULF COAST

Kimberly L. Bodine, Executive Director

Printed Name of Witness

Printed Name of Witness

LEASE AGREEMENT

THIS LEASE AGREEMENT MADE AND ENTERED INTO THIS _____ day of _____ 2020, by and between CITY OF PORT ST. JOE, FLORIDA, a municipal corporation organized under the laws of the State of Florida, 305 Cecil G. Costin, Sr., Blvd., P.O. Box 278, Port St. Joe, Florida 32457, *Lessor*, and Gulf Coast Workforce Development Board, Inc., doing business as Career Source Gulf Coast, hereinafter called *Lessee*,

WITNESSETH:

That subject to the terms and conditions herein contained, Lessor hereby leases to Lessee, and Lessee hereby rents from the Lessor, the following described premises in the City of Port St. Joe, Florida, being more particularly described as follows: 414 Kenney Street, Port St. Joe, FL 32456.

TERMS

For consideration, the value and sufficiency of which is hereby acknowledged, the Lessor and Lessee hereby agree as follows:

1. The term of this Lease shall be the 15th day of May to the 15th day of August 2020. Upon complying with the terms, agreements and covenants thereof, Lessee shall have peaceable possession of the leased premises.
2. The Leased premises includes the Washington Gym, including the "Storage Room", and surrounding grounds.
3. Lessee shall pay and be responsible for any and all utilities incurred in connection with the leased premises during the lease period and will further pay the amount of \$50.00 (Fifty dollars) per month for use of the "Storage Room". The first \$50.00 rental payment for the use of the "Storage Room" will be due on May 15, 2018.
4. Lessee will provide general liability insurance with extended coverage in an amount of \$500,000.00, naming the City of Port St. Joe, Florida as an additional named insured. The Lessor shall hold Lessee harmless for damage to the premises caused by wind, flood, or other acts of God.
5. Lessee leases and accepts the premises, as is, and may make alterations to the building only as agreed upon in writing by the City, at its own expense and at the end of said lease period, the Lessee will return the property to the Lessor in as good as condition as is presently, ordinary wear and tear excepted. Alterations and improvements to the leased premises require Lessor's written consent and shall become the property of Lessor unless otherwise agreed in writing. All

minor repairs of less than \$250 shall be the responsibility of the Lessee. All major repairs above \$250 shall be reported to the City for inspection and determination of the corrective action that will be needed.

6. Should the Lessor during the Lease Term allow the use of the kitchen or Storage Room, where equipment belonging to the Lessee resides, for any special event the Lessor will be responsible for any damage or loss of said equipment/inventory. The equipment and inventory will be inspected by a representative of the Lessee and Lessor prior to any said special event to assess the state of said equipment and to verify inventory count of chairs/tables and other items belonging to the Lessee.

7. Lessor may, at any reasonable time during the term of this Lease, inspect said leased premises.

8. Should the premises be substantially damaged or destroyed during the term of this Lease, either party may terminate the Lease.

9. Any notices of communications from Lessee to Lessor under this agreement shall be in writing sent to Lessor by United States Mail, postage prepaid, addressed to Lessor, or delivered to Lessor, City of Port St. Joe, Florida, at P.O. Box 278, 305 Cecil G. Costin, Sr., Blvd., Port St. Joe, Florida 32457.

All notices or communications from Lessor to Lessee under this Lease shall be in writing and shall be sent to Lessee by United States Mail, postage prepaid, addressed to Lessee at 5230 W. U.S. Highway 98, Panama City, Florida 32401; or delivered to Lessee at 414 Kenney Street, Port St. Joe, Florida 32456.

Any address hereinabove provided for may be changed from time to time by either party hereto by written notice similarly given.

10. Lessee shall not assign or sublet the premises, or allow any other person or entity to operate a business, sell merchandise or services, or conduct any commercial activity from the premises without the consent of the City.

11. Either party may cancel this agreement at any time for any reason.

12. Fixtures and appliances installed by the Lessee shall remain the property of the Lessee and the premises shall be restored to its original condition upon their removal unless otherwise agreed upon.

13. No security deposit shall be required by Lessor.

14. INDEMNIFICATION: Lessee shall indemnify Lessor and save it harmless from suits, actions, damages, liability, and expense in connection with the loss of life, bodily or personal

injury or property damage arising from or out of any occurrence in, upon or at, or from the leased premises, or the occupancy or use by Lessee of said leased premises or any part thereof, or occasioned wholly or in part by any act of omission of Lessee its agents, contractors, employees, servants, invitees, licenses, or concessionaires. In addition, Lessor shall not be responsible or liable to Lessee or to those claiming by, through or under Lessee for any loss or damage to either persons or the personal property of the Lessee that may be occasioned by or through the acts or omissions of persons occupying adjacent, connecting or adjoining premises, other than equipment or inventory specifically listed in item 6.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals, in triplicate, on the date hereinabove mentioned.

Signed, sealed and delivered
In presence of:

LESSOR:

CITY OF PORT ST. JOE

Rex Buzzett, Mayor

Attest: _____
Charlotte M. Pierce, City Clerk

Printed Name of Witness

LESSEE:

CAREERSOURCE GULF COAST

Kimberly L. Bodine, Executive Director

Printed Name of Witness

Printed Name of Witness



Synergy Equipment
768 Murray Rd Dothan AL 36304
3347445335
dothancounter@synergyequip.com

INV006

Invoice Date: May 26, 2020

#	Item	Unit Price	Qty	Total
01	Bobcat SGX60	\$9,750	1	\$9,750
Subtotal				\$9,750
Grand Total				\$9,750
Paid				\$0
Due				\$9,750

Thank you!



Synergy Equipment
768 Murray Rd Dothan AL 36304
3347445335
dothancounter@synergiequip.com

ESTIMATE TO:
City of Port St. Joe
1002 10th St., Port Saint Joe Florida
jgrantland@psj.fl.gov

EST002

Estimate Date: May 26, 2020

#	Item	Unit Price	Qty	Total
01	Special App Door	\$1,950	1.0	\$1,950
			Subtotal	\$1,950
			Grand Total	\$1,950

Thank you!