

**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 4, 2021, at Noon.**

The following were present: Commissioners Ashbrook, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Clinton McCahill were also present. Mayor Buzzett was absent and Mayo Pro tem Ashbrook chaired the meeting. Commissioner Hoffman was also absent.

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of April 20, 2021. All in favor; Motion carried 3-0.

Mayor Pro tem Ashbrook requested that the City Engineer's Report be moved up in the meeting.

**City Engineer – Josh Baxley**

*NRDA Stormwater Grant Update*

Dewberry has responded to the NFWFMD on April 28, 2021, and is waiting for a response.

*Maddox Park Gazebo*

The Gazebo is under design.

*Walking Path FDOT Grant Update*

The project is under construction.

*CDBG Sewer Improvements*

The piping has been fused and the contractor is waiting on the sewer lateral saddles to arrive. Bursting is expected to begin on May 10, 2021.

*First Street Lift Station and Long Avenue Water / Sewer Projects*

Dewberry has scheduled a meeting with the contractor this week to discuss the construction schedule.

*NRCS Debris Removal Update*

This project is under construction.

**City Attorney –**

*Resolution 2021-05 First Street SCOP Grant Contract Task Order:*

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to adopt Resolution 2021-05. All in favor; Motion carried 3-0.

Attorney McCahill read Resolution 2021-05 by Title only.

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to approve the First Street SCOP Grant Contract FPN 446062-1-54-01 in the amount of \$386,214. All in favor; Motion carried 3-0.

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to approve the Professional Services Task Order with Dewberry in the amount of \$29,708. All in favor; Motion carried 3-0.

*Ordinance 589 Mobile Home on Avenue E; First Reading and Request to Advertise:*

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to have the First Reading of Ordinance 589. All in favor; Motion carried 3-0.

Attorney McCahill read Ordinance 589 by Title only.

LaTonya Gainer asked about the door placement and porch for the mobile home. Mayor Pro tem Ashbrook shared that this Ordinance has to be advertised before anything else is done.

*Travel Trailers on Home Sites Destroyed by Hurricane Michael Policy*

Attorney McCahill will have the language for this at the next meeting.

*Resolution 2021-06 Long Avenue SRF Water Loan (Handout)*

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to adopt Resolution 2021-06. All in favor; Motion carried 3-0.

Attorney McCahill read Resolution 2021-06 by Title only.

**Old Business –**

*Coronavirus (COVID-19) Update; Resolution 2020-02 – State of Emergency. Currently still in place.*

It was noted that if Governor DeSantis removes the State of Emergency, Resolution 2020-02 would be terminated.

Concerns were expressed that City rental agreements should be changed to following CDC Guidelines since the positivity rate continues to decline.

Commissioner Langston asked about preparation for the July 4<sup>th</sup> Street Dance and Mr. Anderson asked him to stop by City Hall and they would work on this.

Commissioner Langston also expressed his concerns about a rental request being denied by the Workforce Group.

**New Business –**

*Current City Projects*

Mr. Anderson noted all projects are moving well.

*Bill Kennedy Dedication – May 10, 2021, at 11:00 A.M.*

Mr. Anderson shared with the Commission the dedication of the William “Bill” Kennedy Promenade on Monday, May 10, 2021, at 11 A.M. at the Promenade entrance on Baltzell Avenue.

*Annexation Mediation – May 11, 2021, at 9:00 A.M.*

Mr. Anderson reminded the Commissioners of the meeting Tuesday with the County at the County Commission Chambers.

Mr. Anderson noted the memorial service for former City Commissioner John Reeves on Saturday, May 8, 2021, at Holly Hill beginning at 11 A.M.

**Public Works – John Grantland**

*Vac Truck Repairs*

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve the emergency repairs to the Vac Truck in the amount of \$13,500. All in favor; Motion carried 3-0. This is an unexpected repair and is not in the budget. Mr. Lacour will review the accounts to provide funds to make the repairs.

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

Mr. McClamma shared that the Clarifier rehab work ends today, the filters have been installed, and the White City Tank cleanup has been completed.

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

Mr. Pettis was working on the disfiltration system and was unable to attend the meeting.

### **Finance Director – Mike Lacour**

Mr. Lacour shared that the boat ramp pay station is working. The Tennis Court Contractor began work today and he encouraged the department heads to begin thinking about their budgets for the upcoming year.

Commissioner Lowry requested that consideration be give to the paving of the Dr. Joe Hendrix Parking Lot.

Commissioner Langston noted the awning at the WIG Building is in need of repair.

### *First Street Lift Station and Long Avenue Water / Sewer Projects*

Dewberry has scheduled a meeting with the contractor this week to discuss the construction schedule.

### *NRCS Debris Removal Update*

This project is under construction.

### **Code Enforcement –**

Mr. Anderson noted there will be a Special Master Hearing on May 18, 2021, and two other structures are scheduled for demolition in the next month.

### **Police Department – Chief Richards**

Chief Richards noted the department is monitoring traffic and writing tickets.

### **City Clerk – Charlotte Pierce**

#### *Grants Update*

Clerk Pierce shared that City Staff continues to work with the grant writer on possible grants.

### **Citizens to be Heard –**

*Christy McElroy* provided a packet of information on the Honeyville property that was supposedly given by the St. Joe Company for Affordable Housing in Wewahitchka. She expressed her concerns about the project being used for a sand pit rather than as intended.

Ms. McElroy noted her displeasure with the County trying to establish a Gulf Water District, strongly encouraged the Commission to represent the City, and put relationships aside. She reminded them of the Interlocal Agreement and what the efforts by the County would do to the bills of City customers.

*Chester Davis* shared his concerns about the ability to use the Washington Gym when it is not being used by Workforce Development.

*Eddie Fields* asked about adding chips to the playground area, noted the need for more bathrooms at the WIG Building, felt the gym needed improvements, and repairs were needed for the Gazebo. It was noted that most of these items have been already taken care of. He also asked about a Splash Pad and shared the need for after school activities that will keep the kids off the streets.

**Discussion Items by Commissioners –**

*Commissioner Lowry* stressed the need for affordable housing and feels the City should start moving forward with this. He asked if a study of the wetlands should be done and if there was anything else that was needed to start moving forward.


*Commissioner Langston* did not have any other updates for the Commission.

*Mayor Pro tem Ashbrook* thanked Mr. Fields for mentioning the Splash Pad and suggested that a plan needed to be established to reconsider a Splash Pad.

**Motion to Adjourn –**

There was no other business to come before the Commission and a Motion was made by Commissioner Lowry, second by Commissioner Langston, to adjourn the meeting at 12:40 P.M.

Approved this 18<sup>th</sup> day of May 2021.

  
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David Ashbrook, Mayor Pro tem

5/18/21  
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Date

  
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Charlotte M. Pierce, City Clerk

5/18/21  
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Date