

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT  
2775 GARRISON AVENUE, July 6, 2021, at Noon.**

The following were present: Mayor Buzzett, Commissioners Ashbrook and Hoffman. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Clinton McCahill were also present. Commissioner Lowry joined the meeting at 12:01 P.M. and Commissioner Langston joined the meeting at 12:02 P.M.

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to approve the Minutes of the Regular Meeting of June 15, 2021, and the Special Meeting of June 21, 2021. All in favor; Motion carried 4-0.

Mayor Buzzett moved the engineer's report up in the meeting.

**City Engineer – John Baxley**

*NRDA Stormwater Grant Master Plan*

This project is on hold.

*Maddox Park Gazebo –*

Dewberry is currently revising the design to include steps. Power is to be added to the site as well.

*CDBG Project*

The project is complete and Dewberry is working on a punch list.

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

The Change Order for the Sewer rehabilitation of First Street has been executed and provided to FDEP. A preliminary schedule has been provided to the City for review.

*Port City Trail*

The trail construction is complete. Lighting has been rescheduled to begin the week of July 12, 2021.

**City Attorney –**

*Ordinance 591 City Boat Ramp; Second Reading and Adoption:*

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to adopt Ordinance 591. All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 591 by Title only.

*Resolution 2021-11 Crypt Plate Fees*

A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to approve Resolution 2021-11 to charge \$525 for Mausoleum Crypt Plates. All in favor, Motion carried 5-0. The current charge from the foundry exceeds what was collected for plates and this will prevent the City from paying anything for individual plates. The City does not charge for an employee to install the plates.

### *Panhandling Ordinance – Discussion*

Consensus was for Attorney McCahill to proceed with expanding the Ordinance. Johnny Bryant asked for, and was given, a copy of the current Ordinance.

### **Old Business –**

#### *Gateway Apartments Update Paces Foundation – Fee Waiver Request*

Consensus of the Commission was that until questions from the City at the last meeting are answered, there will be no concessions granted.

Jai Bryant expressed her concerns about the issues at Gateway Apartments.

#### *Port Authority Loan Extension Request*

A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to grant the request for the extension. All in favor; Motion carried 5-0.

#### *Current City Projects*

Mr. Anderson shared the progress that is being made on various City projects.

### **New Business –**

#### *Speeders on Peters Street – Nathan Peters, Jr.*

Mr. Peters did not attend the meeting. Chief Jake Richards provided the results of the traffic study that was done on Peters Street over the weekend. Mr. Anderson will share the report with Mr. Peters. Chief Richards noted that the only street that could even be considered for speed bumps would be Avenue A.

#### *Re-Finance of Current Regions Loan; Financial Advisor Quote*

A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to enter into a contract with Jerry W. Ford of Ford and Associates, Inc., in the amount of \$22,000. All in favor; Motion carried 5-0.

#### *Budget 2021 / 2022 – Tentative Millage Rate*

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to hold the current Millage Rate of 3.5914 for the coming year. All in favor; Motion carried 5-0.

#### *RFQ 2021-01 Workforce Housing (Handout)*

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to rebid the RFQ and remove the Not for Profit and CHDO language for the RFQ. All in favor; Motion carried 5-0.

### **Public Works – John Grantland**

#### *Boat Ramp Freezer / Grinder Options*

Consensus was to talk with BCC to increase the number of pickups per week in an effort to eliminate the odor.

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

#### *Request to Surplus Diesel Tank*

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to declare the Diesel Tank as surplus. All in favor; Motion carried 5-0.

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

Mr. Pettis shared that there is 1' 4" of free board in the lagoon, they are pushing water, and he is waiting on sand for the spray fields.

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

Mr. Lacour will have the first draft of the new budget before the July 20<sup>th</sup> meeting. He suggested that there be a Budget Workshop at 11 A.M., before the August 3, 2021, and August 17, 2021, Regular Meetings.

He also shared that a letter had been received from the state to waive the local match on all local Hurricane Michael projects. Mr. Lacour is working on the June Financials, and Sales Tax Collections are highest he has seen. A plan is needed for Clifford Sims Park giving the Scope of Work for repairs.

### **Code Enforcement –**

Mr. Anderson noted that two more structures have been taken down, one on MLK Boulevard, and the other is the Bell Property.

Mayor Buzzett asked that businesses be taken out of residential structures.

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

Chief Richards discussed the issue of vehicles going the wrong way on Cecil G. Costin, Sr., Boulevard and stated that he is working to put new "Do Not Enter" signs up along the way. He shared that the 4<sup>th</sup> of July weekend was good and there were no major issues.

Mayor Buzzett asked about signage for the crosswalk at Highway 98 and Third Street. Mr. Grantland noted that the state has offered the equipment to the City. He also stated that the signage on Highway 98 and Seventh Street appeared to be helping the situation.

Chief Richards noted that he had spoken with FDOT about the delineators at the intersections of Highway 98 and Cecil G. Costin, Sr., Boulevard as well as at First Street and Highway 98. He requested that the first section be moved to the end of the line so large trucks will have more room to make their turn at the intersection.

### **City Clerk – Charlotte Pierce**

#### *Grants Update*

City Staff continues to work with our Grant Writers, the Ferguson Group, on grants for the City.

#### *Request to Bid Painting of the Lighthouse*

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to receive bids for the painting of the lighthouse structure. All in favor; Motion carried 5-0.

Clerk Pierce reminded the Commissioners of the grand opening Thursday for Eastern Ship Building at 10 A.M.

### **Citizens to be Heard –**

*Chester Davis* expressed his concerns about the need for an additional ½ cent sales tax for improvements in North Port St. Joe. He noted that the CDBG Grant for Sewer improvements was nice, but now the roads are in need of repair.

*Johnny Bryant* suggested that an infrastructure feasibility study be done, noted that North Port St Joe has a great potential but with no funding and no taxes, growth is inhibited.

Commissioner Hoffman asked that the procedure for a sales tax increase be looked into.

**Discussion Items by Commissioners –**

*Commissioner Hoffman* requested that the flashing crosswalk for Highway 98 and Third Street be added to the project list as a priority.

*Commissioner Lowry* expressed his appreciation to those that helped with the Fourth of July Weekend.

*Commissioner Ashbrook* noted that Port St. Joe has been reborn since the closing of the paper mill and he was looking forward to the future of the town.

*Commissioner Langston* thanked those that helped with the Fourth of July Weekend and reminded everyone to be prepared for the hurricane season.

*Mayor Buzzett* offered his compliments for the fireworks, the street dance, and other activities for the holiday weekend.

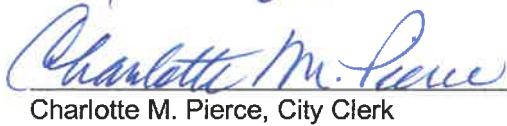
**Motion to Adjourn –**

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:57 P.M.

Approved this 20<sup>th</sup> day of July 2021.

  
Rex Buzzett, Mayor

7/20/21  
Date

  
Charlotte M. Pierce, City Clerk

7/20/21  
Date