

November 15, 2011

**Regular Public Meeting
6:00 p.m.**

**Commission Chamber
City Hall
Port St. Joe, Florida**



City of Port St. Joe

Mel Magidson, Mayor-Commissioner
Bill Kennedy, Commissioner, Group I
Bo Patterson, Commissioner, Group II
Lorinda Gingell, Commissioner, Group III
Rex Buzzett, 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
6:00 p.m.
City Hall
Commission Chamber
Tuesday November 15, 2011**

Call to Order

Consent Agenda

Minutes

- **October 18, 2011 Workshop Meeting** **Pages 1-5**
- **November 1, 2011 Regular Meeting** **Pages 6-13**

City Attorney

- **Gulf Pines Hospital Property, Brownfield Grant Proposal** **Page 14**
 - **Public Hearing**
 - **Decision by the Commission on the Grant Proposal**

City Manager Report

Old Business:

- **Gulf Coast Hope Center** **Pages 15-17**
- **PDRB Membership** **Page 18**
- **Community Appreciation Day/ Trail Dedication**
- **ADA Compliance- City Hall, Centennial Bldg & Fire Station- Update**
- **Buck Griffin Lake- Stocking of Fish**

New Business:

- **Centennial Building and Sports Complex Grants**
- **Parking Ordinance Discussion**
- **Noise Ordinance Discussion**

Public Works

- **Flushing Program- Update**
- **Meter Installations- Update**

Surface Water Plant

- **Update**

Waste Water Plant

- **Update**

City Engineer

- **Headworks & Sprayfield Project- Update**

Code Enforcement

- **Update**

Police Department

- **Update**

Grants

- **Update**

Page 19

PSJRA

- **Update**

City Clerk

Citizens to be Heard

Discussion Items by Commissioners

Motion to Adjourn

MINUTES OF THE WORKSHOP MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD IN THE COMMISSION CHAMBERS AT CITY HALL, OCTOBER 18, 2011 AT 5:00 P.M.

The following were present: Mayor Magidson, Commissioners Gingell, Patterson and Kennedy. City Manager Charlie Weston, Attorney Tom Gibson and City Clerk Jim Anderson were also present. Commissioner Buzzett was absent.

Water:

Mr. Weston indicated that we are trying hard to come up with a solution to our water quality issues. On August 6, 2010, the Florida Department of Environmental Protection issued the City a Consent Order on water. The City has started a Flushing Program, Mapping of our Distribution System and a Construction Plan for Phase I of the Infrastructure replacement. Anticipated cost of the Phase I project is \$2.3. The DEP has given the City 36 months to correct the problem.

Mr. Weston feels that we need to attack the water quality issue by: Infrastructure replacement, flushing & chemistry. We have approx. 24 miles of pipe that needs to be replaced at a total cost of approx. \$8M. We hope to break ground on phase I January of 2012.

Flushing:

Mr. Weston indicated that unidirectional flushing has been executed twice within the City Limits. We have had a high influx of complaints of water quality outside the City Limits. We also plan to replace approx. 500 Water Meters in the St Joe Beach and Beacon Hill areas by Thanksgiving.

Chemistry:

The general consensus is that the post precipitation of Iron & Manganese in the beaches area is due to low water flow. A 12" main needs to have 900 gallons of flow a minute. The average flow is probably a lot lower.

Independent sampling from the Chipola River throughout the Water Distribution System has been completed by the Water Spigot and no Iron Bacteria was found in the system.

The recommendation is to stay the course on the Infrastructure replacement, but we are not sure about the future of grants to fund the project. We plan to flush Oak Grove, White City and Highland View prior to November 21, 2011, the beaches by December 20, 2011 and complete the flushing program in January 2012. A lot is involved with the chemistry. The City is meeting the standards at the Surface Water Plant, but we are not meeting the standards of our customers.

Lynn Todd noted that the Surface Water Plant has no control over the quality of water once it hits the Water Distribution System. We can't treat every pipe. We have done everything we can.

Mayor Magidson asked, "What about the problem of precipitation?"

Lynn Todd responded, "The problem may or may not be biological."

Mayor Magidson noted that "Something is causing this stuff to form in the pipes. Let's go back to 2008, did we have this problem?"

Ms. Todd responded, "No, because we had scale forming water."

Mayor Magidson indicated that we didn't have a problem until the new Surface Water Plant came online and we switched from Ground Water to Surface Water.

Mayor Magidson asked, "Will the problem go away once the new pipes are in place?"

Ms. Todd noted that we will still have metal joints and pumps in the Water Distribution System. Low water flow could also still cause build-up.

Mayor Magidson asked, "Is the solution to flush every day?"

Ms. Todd responded, "It just depends on how bad it is."

Commissioner Kennedy asked, "When did we have our first flush?"

Mr. Grantland responded, "June 2010."

Commissioner Kennedy noted we had beautiful water after the first flush except for a few chronic areas. I don't know what has changed, but I had bad water over the weekend at my house. In my mind, after the Phase I Water Distribution System replacement, it will clear-up, but Long Avenue is a mess. I understand the Surface Water Plant is meeting its standard, but something has occurred and I don't have the answer."

Mr. Davis indicated that no question has been directed to him. "We had complaints after the last flushing of which no high pressure flushing was done. You can try and see, but I believe if we stop high pressure unidirectional flushing, it will just be a matter of time before the red water occurs."

Mayor Magidson asked, "Why are we not utilizing High Velocity Flushing?"

Mr. Grantland responded, "We did one in June."

Mayor Magidson responded, "Why are we not flushing when we get complaints? We need to do something different. People can't drink their water or wash their clothes. We have been working on this for two years and need to find a solution."

Mr. Weston noted that he has his doubts as to if the infrastructure replacement will correct the problem. CDM did give some options that range in cost from \$600K to \$3M. He would like an independent third party to review our options.

Mayor Magidson asked, "Why doesn't every City in the state have this problem?"

Mr. Davis indicated that Bay County has a good Unidirectional Flushing Program. John Pope from DEP has said he recommends a high speed flush as well.

Mayor Magidson noted that if flushing helps, we need to flush as much as possible.

Mr. Weston indicated that Commissioner Buzzett has suggested coming off the Corrosion Inhibitor.

Ms. Todd noted that the Corrosion Inhibitor is doing its job and coating the pipes.

Mayor Magidson indicated that we need to be creative. "I don't think the problem is at the Surface Water Plant. It seems the problem is the pipes."

Mr. Weston asked, "Can the problem be fixed with chemistry?"

Mr. Davis responded, "If you choose to stop using Corrosion Inhibitor, we will need to get permission from DEP and the water could get bad." He also noted that CDM is one of the top water companies in the world. We need for the water lines to scale over and flush the problematic areas.

Commissioner Kennedy noted that Glenn is absolutely correct, but we have areas that have not had problems.

Mr. Grantland indicated that typically we would try to tie the bad water to an event and he would call Mr. Davis to see if we had a problem. He does have the logs to review the complaints.

Mr. Weston noted that we need to take extraordinary measures to make sure the Water Distribution System is not upset. "We are trying to look at anything suspect, it's a complex issue."

Mayor Magidson asked, "What is the status of the pumps at the Chipola River?"

Mr. Weston responded, "The repairs are on hold at this time until we get through some of these other issues. We would like to invest in motors, the pumps are very expensive. One motor has already been pulled, but we would like to replace both of them. We don't want to have an issue of not being able to pump water."

Commissioner Gingell asked, "Do we have a back-up pump?"

Mr. Davis responded, "There are three total. We have one diesel operational and an electric back-up."

The workshop was adjourned at 5:58 P.M.

Approved this _____ day of _____ 2011.

Mayor Magidson

Jim Anderson, City Clerk

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD
IN THE COMMISSION CHAMBERS AT CITY HALL, NOVEMBER 1,
2011 AT 6:00 P.M.**

The following were present: Mayor Magidson, Commissioners Gingell, Kennedy, Buzzett and Patterson. City Manager Charlie Weston, Attorney Tom Gibson and City Clerk Jim Anderson were also present.

Consent Agenda:

Minutes:

Motion by Commissioner Kennedy, 2nd by Commissioner Gingell, to approve the Minutes for the August 30, 2011, Workshop; September 6, 2011, Workshop; September 15, 2011 Special; September 27, 2011, Special & the October 18, 2011 Regular Meeting. All in Favor; Motion carried 5-0.

Regular Agenda:

City Attorney:

Capital Improvement Plan:

Attorney Gibson noted that the City will need to re-adopt its CIP Plan by the 1st of December. The Florida Legislature has simplified the process this year, but we still need to get the City Engineer and Staff to update on the plan.

City Manager, Charlie Weston:

Gulf Coast Hope Center:

Mr. Weston noted that the City received a request for a Business License on October 21, 2011. The application is currently under review by City Staff and the Port St. Joe Redevelopment Agency.

WastePro, Proposed Rate Increase Response Letter:

Mr. Weston indicated that a response letter has been sent to Waste-Pro requesting that the rates not be increased until May 2012. We have not received a response from Waste-Pro at this time.

Mayor Magidson inquired as to how this would play into our budget.

Mr. Weston indicated that the City didn't budget for the rate increase.

Mr. Anderson noted that the last rate increase was in 2009 and the City passed the rate increase to the Customer by Resolution.

Planning and Development Review Board Membership:

Mr. Weston indicated that we have three members with terms that expire on November 21, 2011: Jay Rish, Rawlis Leslie & Mitch Burke. All three have indicated that they are willing to serve another term. An ad has been run in the Star Paper requesting volunteers and staff will submit a list of all potential members to the Board for review at the November 15, 2011, meeting.

Commissioner Gingell asked, "Is there a rule concerning PDRB absences?"

Mr. Gibson responded, "I believe the rule is three consecutive unexcused absences."

Community Appreciation Day:

Commissioner Kennedy noted that the planning for the November 19, 2011, event is going well and is drawing a lot of interest.

Mr. Weston hopes to have 700 plus people in attendance for the event.

Mayor Magidson noted that horses have been utilizing the Port City Trail and it's something that we need to keep an eye out for.

Chief Barnes indicated that he has researched the issue with horses and nothing currently prohibits them. The City would need to pass an Ordinance.

Commissioner Kennedy noted that a horse could startle someone on the trail.

Mr. Weston will review our options in reference to horses.

Commissioner Patterson noted that we need to look at our lights on the trail as some are not working.

Mr. Weston indicated that we have a section of lights that are not working properly, but are still under warranty and the contractor will look at them next week.

Gulf Pines Hospital Property:

Mr. Weston noted that City Staff has been asked to look for grants that could be used to clean-up the site. We are working with a contractor, at no cost to the City, see if funds are available. We are looking at a \$200k grant for asbestos removal that would have to be submitted by November 28, 2011. We have a Public Hearing scheduled for November 15, 2011.

Attorney Gibson indicated that the City will need to make a decision as to taking possession of the property and applying for the grant. The consultants feel confident about the grants, but we have no guarantee.

Commissioner Patterson asked, "What is the cost for the City to take title of the Gulf Pines Hospital Site?"

Attorney Gibson responded, "\$0, but the City will have to deal with IRS at some point."

Commissioner Gingell asked, "Is the City liable for the outstanding Property Taxes if we take possession?"

Mayor Magidson responded, "Yes, but we don't have to pay it. We will need to have title to the property to apply for the grant."

Mr. Weston noted that the grant would only cover removal of asbestos. A decision will need to be made at the next meeting.

Community Events, Barry Sellers Chamber Executive Director:

Mr. Sellers, the new Chamber Executive Director, noted that a lot of positive activity is taking place in Port St. Joe. He is glad to be a part of the community and plans to attend at least one City Commission meeting a month. His goal is to establish a one to three plan for retention and expansion of businesses.

City Audit:

Mr. Weston noted that staff is preparing for our Annual Audit to begin November 7, 2011.

Surface Water Plant:

Glenn Davis noted that cell number three has been cleaned and is recovering well at the Surface Water Plant.

Waste Water Plant:

Mr. Davis indicated that the contractors are working on the Chemical Shed at the new headworks facility. He also noted that Larry McClamma passed his Class B Sewer License Exam today.

Commissioner Buzzett noted that he has worked with Mr. Davis a long time and Mr. Davis has been more than gracious to him. "Glenn is great to work with and I hope that he enjoys retirement.

Public Works:

Flushing Program:

Mr. Grantland indicated that flushing will take place in Oak Grove the week of November 7th, Highland View the week of November 14th, no flushing the week of Thanksgiving & White City the week of November 28, 2011. By mid January we will have completed all flushing.

Meter Installation:

The installation of new meters on the Beacon Hill Route began today and will be complete on or before November 15, 2011.

Commissioner Buzzett asked, "How many meters are we replacing?"

Mr. Grantland responded, "580 in the section we purchased from Mexico Beach."

Landscaping Contract, Request to go out for bids:

Mr. Grantland noted that staff is requesting to go out for bids for our Landscaping Contract.

Mayor Magidson asked, "How long was our initial contract for?"

Mr. Grantland responded, "One Year."

Motion by Commissioner Buzzett, 2nd by Commissioner Gingell, to advertise for re-bidding of the landscaping Contract. All in Favor; Motion carried 5-0.

City Engineer:**SRF Water Distribution upgrades, Request to go out for bids:**

Clay Smallwood, III, noted that we need permission to go out for bid on the project.

Motion by Commissioner Kennedy, 2nd by Commissioner Gingell, to advertise for the construction of the Water Distribution System Upgrades. All in Favor; Motion carried 5-0.

Commissioner Kennedy asked, "Does Mr. Grantland have a full set of the plans for the Water Distribution System Upgrades?"

Mr. Smallwood responded, "No, but we are working on it."

Garrison/Madison Multi Path:

Mr. Smallwood noted that a conference call has been held in reference to the use of sub-contractors. Anderson-Columbia will complete the project themselves with a start date of November 14, 2011, for the four month contract.

Commissioner Kennedy asked Mr. Smallwood to notify the contractor that the City will be having its Community Appreciation Day on November 19, 2011. This way, no equipment or construction work will interfere with the event.

Code Enforcement:

Mr. Weston noted that Richie Burkett, Code Enforcement Officer, is now working three days a week instead of two. He also noted that five structures have recently been removed.

Police Department:

Chief Barnes indicated that we had an uneventful Halloween with a good program downtown.

Grants:

Mrs. Pierce presented the Commission with a grants report for the last two week's activity.

PSJRA:

Ms. Alsobrook noted that she attended a Redevelopment Conference in Orlando two weeks ago. She indicated that this would be a good conference for Commissioners to attend as well.

Rish Parking Lot:

Ms. Alsobrook indicated that the Rish Parking lot is coming together and plans call for four street lights. We currently have one existing light on the alley side of the lot. She asked, "Do we want to put in the conduit for lights to be added later?"

We also have the opportunity for lighting on the 45' tower to be constructed on the site.

Commissioner Gingell asked, "How soon do you need an answer?"

Ms. Alsobrook responded, "Not tonight."

Commissioner Gingell would like to visit the site at night to review our options.

Commissioner Kennedy suggested at least putting in the conduit for future lighting.

Ms. Alsobrook would like to get approval of a contractor from the Commission at the December 6, 2011, meeting with the tower to follow.

Ms. Alsobrook also noted that she and Ms. Pierce will be working on a Grant Program.

Commissioner Kennedy asked, "Do we have a list of possible grants we can utilize?"

Ms. Alsobrook responded, "We have purchased a subscription to grant software that has a search engine that gives us many options. I'm currently working on a grants matrix."

Citizens to be Heard:

Christy McElroy:

Ms. McElroy thanked Mr. Davis for his hard work. She stated, "My concern is the complex nature of the Surface Water Plant and the licenses that are needed. Has Mr. Davis's position been advertised?"

Mr. Weston responded, "Yes, we are advertising for licensed personnel."

Commissioner Comments:

Commissioner Kennedy would like for the Commission to start pursuing the Sports Complex again. The County has also indicated that they are interested in pursuing

the Sports Complex. He would like to push for an Aquatic Center as a lot of people are driving to Bay County to utilize their facility. Commissioner Kennedy requested permission to talk with other officials about a possible Sports Complex.

Mayor Magidson indicated that we have the land and thinks we should review our options.

Attorney Gibson noted that Gulf Coast State College may be interested in being a partner in the Sports Complex.

Commissioner Kennedy also indicated that at one time the water at Buck Griffin Lake was being tested to determine the quality for fish. He thinks the Lake may be fished out.

Mr. Weston will contact the Florida Fish & Wildlife Commission about Buck Griffin Lake.

Mr. Davis noted that we may want to ask the Florida Fish & Wildlife Commission about stocking Buck Griffin Lake with fish located in the Fresh Water Canal.

Commissioner Kennedy asked, "Is the fountain in Buck Griffin Lake broken?"

Mr. Grantland responded, "Yes."

Mayor Magidson noted that the ground breaking ceremony for North Florida Child Development will be held Monday November 7, 2011, at 2:00.

Motion by Commissioner Gingell, 2nd by Commissioner Patterson, to adjourn at 7:03 P.M.

Approved this _____ day of _____ 2011.

Mayor Magidson

Jim Anderson, City Clerk

GULF PINES HOSPITAL

Potential Cost

Prepared 11/10/2011

Asbestos Removal Survey		\$2,700.00
Asbestos Removal (piping, floor, ceiling) *		\$75,000.00
Demo Building		\$96,000.00
Total		\$173,700.00
Salvage Material Credit		\$17,000.00
Total		\$156,700.00
Tax Lien, IRS		\$75,000.00
		\$231,700.00
Tax Lien, Local:		
County 2004		60,000.00
Tax Lien Company 2009		21,000.00
2010 County Taxes		17,000.00
2011 County Taxes - Approximate		10,000.00
Water / Sewer Utilities and Storm water		50,000.00
Demo Asphalt driveway		24,000.00
Administration (survey, Legal, Plat)		\$4,000.00
Total		\$417,700.00
2 each Water View @ \$60k - \$75k	\$120,000.00	\$150,000.00
3 each Interior @ \$40k - \$55k	\$120,000.00	\$165,000.00
Total Revenue Range	\$240,000.00	\$315,000.00

*Cost

\$65,000.00 Asbestos Quote

\$10,000.00 Engineering Administration

\$75,000.00

CITY OF PORT ST. JOE
APPLICATION AND VERIFICATION
OF ZONING FOR BUSINESS TAX

OCT 21 2011

DATE 10-21-11

OWNER/MANAGERS NAME: PANAMA CITY RESCUE MISSION / REV. R. JOE ATKINSON

OWNER/MANAGERS MAILING ADDRESS: P.O. BOX 2359 PANAMA CITY, FL. 32401

TELEPHONE: (850) 769-0783

NAME OF BUSINESS: GULF COAST HOPE CENTER

TYPE OF BUSINESS: NON-PROFIT

BUSINESS ADDRESS: 772 HWY 98 SUITE C PSJ, FL 32456

BUSINESS TELEPHONE: (850) 705-1107

EIN/FID# Must be provided 59-1580961

AMOUNT OF INVENTORY IF MERCHANT: \$ _____

THE FOLLOWING WILL BE COMPLETED BY ZONING DEPARTMENT:

The above address (is) _____ (is not) _____ zoned for operation of the type of business described herein and (will) _____ (will not) _____ permit operation at that location.

Special conditions that may apply: _____

_____ Does Ordinance No. 234 apply

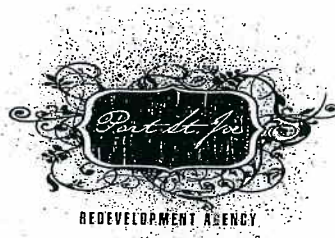
City Clerk

Date

If this application is approved the requested business license may be issued on or after ten (10) working days from date of application.

☐ Utilities Approved

☐ Code Enforcement Approved



Board of Commissioners
City of Port St Joe
305 Cecil G. Costin Sr. Blvd
Port St. Joe, FL 32456

June 24, 2011

RE: Rescue Mission in Port St Joe.

Commissioners:

Please accept this notice as to the position of the Port St Joe Redevelopment Agency in regards to the recent opening of a "Rescue Mission" facility in downtown Port St Joe.

This Agency does not currently have the expertise or the research data to either support or oppose the potential need for such a facility within our community. We would recommend that an independent study be conducted to accurately evaluate this potential need.

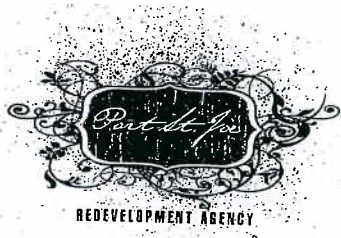
If diligent studies indicated the need for this type facility within Gulf County, this Agency would NOT support the location of such a facility within the Retail areas of our Downtown or within any area considered to be a "tourist corridor" in Port St Joe.

The established purpose of the PSJ Redevelopment Plan is to facilitate remedies to conditions of blight within our redevelopment area. It is our position that, regardless of the intended good will of a Rescue Mission, the location of such a facility has the unfortunate potential to attract vagrants and transients. The current location of this facility could have significant negative impacts to our established redevelopment goals as well as the success of our tourist-oriented local businesses.

We therefore would encourage the City to take whatever actions are available to accurately assess the needs of the community for such a facility and if warranted, to find a more suitable location that does not pose such a serious threat to the commercial livelihood of our town.

Sincerely,

Patrick Jones
Chairman



November 10, 2011

Board of Commissioners
City of Port St Joe
305 Cecil G. Costin Sr. Blvd
Port St. Joe, FL 32456

RE: Rescue Mission in Port St Joe.

Dear Commissioners:

Please accept this notice as to the position of the Port St Joe Redevelopment Agency in regards to the potential opening of a "Rescue Mission" facility in Port St Joe. This Agency does not believe the location of such a facility within the Redevelopment Area or within any area considered to be a "tourist corridor" in Port St Joe would fall within the goals, objectives, and mission of the PSJRA.

The established purpose of the PSJ Redevelopment Plan is to facilitate remedies to conditions of blight within our redevelopment area. It is our position that, regardless of the intended good will of a Rescue Mission, the location of such a facility has the unfortunate potential to attract vagrants and transients. The proposed location of such facility could have significant negative impacts to our established redevelopment goals as well as the success of our tourist-oriented local businesses.

We therefore would encourage the City to take whatever actions are available to find a more suitable location that does not pose such a serious threat to the commercial livelihood of our town.

Sincerely,

Patrick Jones
Chairman

The Mission of the Port St. Joe Redevelopment Agency is to serve the community by guiding redevelopment activities to create a vibrant downtown and revitalized neighborhood and to improve quality of life and stimulate economic growth within the Agency's District.

Planning & Development Review Board
Request to serve as members for a (3) year term

- Jay Rish- Current PDRB Chairman
- Mitch Burke- Current Vice Chairman
- Rawlis Leslie- Current Board Member
- Jim Garth
- Gail Alsobrook

****Three members needed****

Memorandum

To: Charlie Weston, *City Manager* *Can*

CC: Mayor Magidson & Commissioners

From: Charlotte Pierce, Grant Writer – Coordinator *CP*

Date: November 10, 2011

RE: Grant Status

The following changes have occurred in our grants since the November 2, 2011 meeting:

CDBG Grant (Department of Community Affairs) North Florida Child Development

Funds in the amount of \$59,391.95 have been received for Payment Request 3. This covers GAC Invoice 26294.

A Request for Funds was submitted on November 9, 2011, to cover GAC Invoice 26353 in the amount of \$97,314.67.