

MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD IN THE COMMISSION CHAMBER AT CITY HALL, August 20, 2013, AT 6:00 P.M.

The following were present: Mayor Magidson, Commissioners Buzzett, McCroan, Patterson and Thursbay. City Manager Jim Anderson, City Clerk Charlotte Pierce and City Attorney Tom Gibson were also present.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Patterson, second by Commissioner McCroan, to approve the Minutes of the Regular Meeting of August 6, 2013, and the Workshop Meetings of August 6, 2013 and August 13, 2013. All in Favor; Motion carried 5-0.

CITY ATTORNEY – Tom Gibson

Interlocal Agreement

Commissioner Buzzett requested that this be tabled until the possibility of keeping the tipping fees the same for the City is explored.

Ordinances 491, 492 and 493 Comprehensive Plan Update

Commissioner Thursbay asked if Ordinance 491 would have any impact on the PACES Foundation Affordable Housing project. Attorney Gibson responded that none of the Ordinances had anything to do with the property off Clifford Sims Drive.

First Reading and Request to transmit to the Department of Economic Opportunity

A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to read Ordinances 491, 492 and 493 by Title only. All in Favor; Motion carried 5-0.

Attorney Gibson read Ordinances 491, 492 and 493 by Title only.

A Motion was made by Commissioner McCroan, second by Commissioner Patterson, to approved transmitting Ordinances 491, 492 and 493 to the Florida Department of Economic Opportunity and other state agencies. All in Favor; Motion carried 5-0.

Ordinance 490 – Parking Requirements

A Motion was made by Commissioner Thursbay, second by Commissioner Patterson, for the Second Reading of Ordinance 490 by Title only. All in Favor; Motion carried 5-0.

Attorney Gibson read Ordinance 490 by Title only.

A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to adopt Ordinance 490. All in Favor; Motion carried 5-0.

CITY MANAGER'S REPORT

Old Business

Lighthouse Update

Mr. Anderson noted that the mandatory pre-bid meeting was held last week, bids will be received on August 29th and Staff hopes to have a recommendation for the September 3, 2013 Commission meeting.

RFP 2013-04 Computer Services

Only one bid was received for RFP 2013-04. Staff recommendation was to award the bid to T. J. Network

Consulting. A Motion was made by Commissioner Buzzett, second by Commissioner Patterson, to award the bid to T. J. Network Consulting. All in Favor; Motion carried 5-0.

RFP 2013-03 Water System Phase II Improvements

A low bid of \$623,537 was received for the project. A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to reject the bid. All in Favor; Motion carried 5-0.

Staff recommended that the City do the work in house and advertise for bids to provide the materials. A Construction Crew of current workers will be established and compensated for their time during the project. This compensation will be reflected in the FY '13 – '14 Budget.

A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to request materials by bid for the project. All in Favor; Motion carried 5-0.

Chipola Pump Station Motor Replacement

Mr. Anderson shared that the motor is in place and has been running smoothly. There will be a walk-through of the facility on August 29, 2013, at 10:00 A.M.

Commission Chamber Upgrades

With the exception of the overhead projector being installed, the upgrades have been completed. As soon as the projection bracket is received, the projector will be installed.

Affordable Housing Workshop

Mr. Anderson shared that the PACES Affordable Housing Workshop will be held at 9:00 A.M., tomorrow, August 21, 2013. PACES requested a change in the meeting date to meet a submittal deadline for their application.

Tree Removal Gulf Pines Hospital

The two trees have been removed by H & H Tree Service.

Interment Fees – Commissioner Patterson

A lengthy discussion was held concerning the \$50 fee charged by the City for a Certificate of Interment to mark a cemetery plot for burial.

Mr. Anderson shared that the purpose of the Certificate of Interment was for compliance, to assure that burial is in the proper plot and provide a record of who is interred in each plot.

Elaine Maige addressed the Commission and felt that the fee was too harsh for a grieving family.

Mrs. Pierce noted that most funeral homes will pay the fee for the family and include the charge in their bill rather than a family having to come to City Hall to take care of the certificate.

Robert Nedley spoke in opposition of the fee and opposed it on principal. Mr. Nedley shared with the Commission how the local cemeteries were provided, surveyed and that they were given to the City at no cost.

Lorida Gingell expressed her concern about local citizens' tax dollars being used for other than local residents. She offered a compromise of local residents being exempt from the fee and anyone outside of the City limits being charged. She supports a user fee being charged for the service provided by the City.

A Motion was made by Commissioner Patterson, second by Commissioner Thursbay, to amend the Ordinance to eliminate the Certificate of Interment Fee and increase the cost of cemetery plots. Voting in favor of the Motion were Commissioners Patterson, Thursbay and McCroan. Voting against the Motion were Mayor Magidson and Commissioner Buzzett because of the increased cost to citizens. Staff was instructed to come up with proposed cemetery plot cost increases.

Regions Bank Loan Update – Finance Committee Recommendation

Mr. Anderson presented the recommendation of the Finance Committee to accept the offer from Regions

Bank for a 3.39% interest rate, 25 year amortization with a 15 year balloon payment on our \$15,334,219 loan. The yearly payment will be \$910,380.

Michael McKenzie of Roberson and Associates shared that the Committee felt this was the best possible offer, would eliminate \$150,000 - \$200,000 in closing cost if the City chose to go with another institution and would keep attorney fees to around \$20,000.

A Motion was made by Commissioner McCroan, second by Commissioner Patterson, to approve the recommendation. All in Favor; Motion carried 5-0.

The Commission expressed their appreciation to the Finance Committee for their work on this project.

Landscaping Contracts

Staff is currently working with *Coastal Design and Landscape* and *Gulf Coast Property Services* to extend their respective contracts for an additional year.

Mr. Anderson shared that he spoke with a USDA representative today, the Martin Luther King, Jr., Sidewalk Project request is still sitting on a desk in Gainesville and they will have a state engineer in town on Thursday. Concerns are that the delay in approval is holding up the CDBG bidding process for water improvements in North Port St. Joe.

New Business

Tourist Development Council (TDC) Kiosk Frank Pate Park

Mr. Anderson noted that the TDC has requested permission to place a Kiosk near the Frank Pate Park boat ramp. This will be at no cost to the City. A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to approve the request but stipulated the TDC must work with John Grantland on the location for the Kiosk. All in Favor; Motion carried 5-0.

Public Works – John Grantland

Mr. Grantland reminded everyone of the City wide flushing of water lines that is currently being done.

Surface Water Plant – Larry McClamma

Mr. McClamma shared that the plant is currently being manned around the clock and things are going very well.

Wastewater Plant – Lynn Todd

Ms. Todd noted the plant has had several brief equipment failures but everything is currently working. They are staying ahead of the thunderstorms and the grass is growing very well at the sprayfields. The Grit Kings have been working correctly and not presented any problems.

City Engineer – Clay Smallwood

The *Traffic Study* is still being worked on and should be completed shortly.

Water Distribution Phase II Update

Mr. Smallwood noted that the Water Distribution Phase II Project has been turned over to the City and that Mr. Grantland will be responsible for this update in the future.

Water Study Update

Mr. Smallwood will schedule a workshop with CDM-Smith after the budget process is completed. Coupon harvesting of City pipe is scheduled to begin. Originally, VA Tech was not equipped to handle anything larger than 4" pipe. Revisions have been made and they will be able to handle the City's 6" pipe samples.

Code Enforcement

Mr. Burkett's report was reviewed. No action was taken.

Police Department – Chief Barnes

Chief Barnes did not have anything to report at this time.

Commissioner Thursbay asked where the Chief was on budget numbers for dispatch. Chief responded that his numbers had been provided to Mr. Anderson.

Mr. Anderson shared that he has spoken with Sheriff Harrison and he will not be going up on the cost.

Port St. Joe Redevelopment Association (PSJRA) – Gail Alsobrook

Meeting Minutes of the PSJRA were included for the perusal of the Commission.

Phase IV Landscaping

FRP 2013-01 has been revised and the PSJRA has received a Notice to Proceed from the FL DOT. A Motion was made by Commissioner Buzzett, second by Commissioner Patterson, to advertise for Bids. All in Favor; Motion carried 5-0.

Bay Park Recreation Area and Master Plan

Ms. Alsobrook noted that the project has been closed out and payment made to the City by the State of Florida. She requested reimbursement of these funds from the City in the amount of \$7,000. Mr. Anderson questioned what project this was for as there was no project identification on the request. Ms. Alsobrook stated that it was for the Bay Park Master Plan. Mr. Anderson will take care of this.

Deck at Billy Joe Rish Memorial Parking Lot

The deck has been completed and a USDA Site Visit will be conducted Thursday. The PSJRA will seal the wood and Ms. Alsobrook would like to see a Kiosk placed on the deck for businesses to promote their business.

Board of Directors Resignations

Reverend Johnny Jenkins has resigned from the PSJRA due to business reasons. Willie Ramsey will rotate off the board this year and he has volunteered to serve out the 1 year remaining in Mr. Jenkins' term. A Motion was made by Commissioner Buzzett, second by Commissioner Patterson, for Mr. Ramsey to complete Mr. Jenkins' term.

Two Provisional Directors, Patti Blaylock and Brian Hill will move to full time directors on October 1, 2013.

Banner Art Collateral Material

The PSJRA will make banner art available for production and sale within the Community Redevelopment Area. Ms. Alsobrook is working with Attorney Gibson to resolve any legal issues on this. The series "People Who Have Been Here" is not currently included in this venture.

City Clerk – Charlotte Pierce

Mrs. Pierce did not have anything to report at this time.

Citizens to be Heard

Jai Bryant asked about the soil environmental cleanup of the cleaners and two gas stations in the USDA and CDBG project area. She is concerned that the area was not properly cleaned by EPA Guidelines. Mr. Anderson referred her to Zack Hodges who is responsible for Environmental issues in Gulf County. The issues in questions are on private property.

Christy McElroy noted that Attorney Marie Mattox has offered to drop the Federal Law Suit filed against her and she congratulated Mayor Magidson on the dismissal of the Federal Law Suit filed against him by Ms. Mattox.

Ms. McElroy asked the cost to Municipalities when such law suits are filed and also the cost to defend against such laws suits.

Attorney Gibson noted that the City is responsible for the deductible amount on the City's policy. Mr. Anderson stated that it is different with law suits. Mayor Magidson shared that the City cannot do anything about Ms. Mattox and her business plans.

Ms. McElroy is to make a Public Records Request for this information.

Discussion Items by Commissioners

Commissioner Thursbay noted that tonight's attendance was the largest he has seen since being in office. He thanked everyone for their participation.

Commissioner Patterson reminded citizens of the free water fill up at the Surface Water Treatment Plant and encouraged them to use it rather than buying bottled water. He also asked if anyone was familiar with the signage used in Ft. Walton for business purposes and plans to make a trip to look at them.

Commissioner McCroan did not have anything to discuss at this time.

Commissioner Buzzett asked about the anticipated cost of \$25,280 for the Phase II Water Improvements Construction Crew. When the project is completed, the workers will revert to their previous pay grade. This amount will need to be added to the FY '13 - '14 Budget. The source for funding this amount will be determined by Staff.

Mayor Magidson did not have anything to discuss at this time.

A Motion was made by Commissioner McCroan, second by Commissioner Patterson, to adjourn the Meeting at 7:40 P.M.

Approved this 3rd day of September 2013.



Mel C. Magidson, Jr., Mayor


Charlotte M. Pierce, City Clerk