

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, December 17, 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 Attorney Tom Gibson were also present.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner McCroan, second by Commissioner Patterson, to approve the Minutes of the December 3, 2013, Regular Meeting. All in Favor; Motion carried 4-0.

Commissioner Buzzett joined the Meeting at 6:03 P.M.

CITY ATTORNEY – Tom Gibson

Mr. Gibson requested that Ordinance 499 be heard first because of travel distance for Mrs. Pennington.

Commissioner Patterson stated that he had been out of town, had not reviewed the information, and had received a number of calls about the Ordinance.

Mr. Gibson assured Commissioner Patterson that the City was not giving up power to anyone. He noted that the changes to Ordinance 499 were minor, not substantive. (See attached Exhibit A)

Marina Pennington, Planning Consultant for the City, addressed several questions and shared that the City had agreed to certain dates for deliverables when the grant was approved.

A Motion was made by Commissioner Patterson, second by Commissioner McCroan, for Attorney Gibson to read Ordinance 499 by title only and to transmit Ordinance 499 to the Department of Economic Opportunity for review. Motion passed 4-1. Voting in favor of the Motion were Mayor Magidson, Commissioners Buzzett, McCroan and Patterson. Commissioner Thursbay voted nay.

Attorney Gibson read Ordinance 499 by title only.

Legacy Trust Program Update

Mr. Gibson shared that the Office of Insurance Regulation (OIR) has not given a definitive ruling as of yet. OIR has been shown similar but not identical language for the program. He did not see any reason why staff could not move forward and he has not seen the language yet for the hold harmless clause. A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, for Staff to continue looking at the program. All in Favor; Motion carried 5-0.

Resolution 2013-09 WastePro Fees

Per the original contract, WastePro can increase their fees based on the Consumer Price Index (CPI). The current CPI is 1.7% and is the increase amount requested by WastePro. A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to approve the request by WastePro to increase their rates by 1.7% effective in January, 2014. All in Favor; Motion carried 5-0.

Ordinance 497, Signs

A Motion was made by Commissioner Thursbay and second by Commissioner McCroan for discussion.

Dave Costa, owner of McDonald's, stated that he purchased the local franchise in January, 2011 and was not aware of the sign compliance issue.

Mayor Magidson read from Minutes of the May 5, 2011 and June 7, 2011, meetings where approval of the Development Order was contingent upon the McDonald's sign being brought into compliance. Tim Chase, representing McDonald's Corporation was brokering the McDonald's improvements during the remodeling of the local restaurant.

Toye Roberts, Dana Boyer and Patti Blaylock spoke in favor of supporting the PDRB's recommendation of all signs being in compliance by April 30, 2014. It was noted that other business owners had complied with the Sign Ordinance and that it was not fair for more time to be granted. Owners have known when the compliance date was and since 4 of the 5 not in compliance have resolved their issues, time extensions should not continually be given. A brief history of the work involved in drafting the current Ordinance was shared by those who had worked on it.

Dr. Tim Nelson again questioned the compliance of the Polarmatic Ice building signage located next to his property. Mr. Anderson had researched the issue and signage is allowable on 50% of the designated sign space on all four sides.

After a lengthy discussion, Commissioner McCroan withdrew his second. A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to allow an extension until June 17, 2014, for all signs to be in compliance with Ordinance 497. Motion carried 3 – 2 with Commissioners McCroan, Patterson and Thursbay voting in favor as to the first reading of Ordinance 497. Mayor Magidson and Commissioner Buzzett voting nay.

Attorney Gibson read Ordinance 497 by title only.

Ordinance 500 Economic Development Element of Capital Improvement Plan

This purpose of this Ordinance was to update the Future Land Use Map and provide land use for the PACES Foundation to build affordable housing. A Motion was made by Commissioner Buzzett to read Ordinance 500 by title only and transmit it to the Department of Economic Development for review. The Motion died for the lack of a second.

Mr. Anderson noted that the PACES Foundation was not awarded a grant for their local project but they will continue to search for funding sources.

This issue is to be revisited at a later date. Mr. Gibson will handle any advertising associated with this Ordinance.

Ordinance 501 – Five Year Capital Improvement Plan Update

A Motion was made by Commissioner Patterson, second by Commissioner McCroan, to read Ordinance 501 by title only. All in Favor; Motion carried 5-0.

Mr. Gibson read ordinance 501 by title only.

CITY MANAGER'S REPORT

Old Business

Centennial Building Roof

Jerry Wilson, who put the current roof on the Centennial Building, will be in town Wednesday. He will review the warranty after looking at the roof.

Employee Appreciation Dinner

After talking with a number of employees, it was determined their preference was a cash gift in lieu of a dinner. A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to pay all current, full time employees a \$75 end of year bonus less taxes and benefits. All in Favor; Motion carried 5-0.

Lighthouse updated

Mayor Magidson shared that US Coast Guard approved Lampist, Joe Cocking, was on site last week to make recommendations, provide specific instructions for crating and storing the lens. Mr. Cockin will be in charge of the dismantling and removal of the lens from the lighthouse.

Clay Smallwood, III, of PRI, shared that the advertisement to move the Cape San Blas Lighthouse will be in the papers this week.

New Business

Fair Housing Workshop – Bruce Ballister

Mr. Ballister conducted a Fair Housing Workshop, discussed Fair Lending and provided literature on the same. No questions were asked by anyone attending the meeting. Mr. Ballister offered to compare the City's current Fair Housing Ordinance with the model language Ordinance from the Department of Economic Opportunity. He will work with City Attorney Tom Gibson on this.

Workforce Board – Kim Bodine

Ms. Bodine shared an overview of the summer program provided by the Workforce Board. A power point presentation was given on the program. She also thanked the Commissioners for the \$500 contribution to the Food Pantry.

Holiday Schedule

The City will be closed Tuesday, December 24, and Wednesday, December 25, 2013, for Christmas. Mr. Anderson asked about closing early on Monday. Consensus of the Commission was that he could use his discretion to make that determination.

Planning Development and Review Board Membership

Three members are completing their terms on the PDRB Board. Patti Blaylock and Phil Earley each offered to serve for an additional term. Mrs. Blaylock's term would be for three years and Mr. Earley's would be for two years. Aaron Farnsley will also be completing his term and because of other obligations will not be available to continuing serving. It was noted that Steve Wich has offered to serve on the PDRB. There is also an additional vacancy on the Board to fill the unexpired term of Mark Godwin.

A Motion was made by Commissioner Patterson, second by Commissioner Thursbay, to advertise all 4 vacancies on the PDRB. All in Favor; Motion carried 5-0.

Frank Pate Park Boat Ramp Grant Update

Mr. Anderson shared that it was announced that funding will be forthcoming for improvements to the Frank Pate Park Boat Ramp. As of today, the City has not received a grant award letter.

Dr. Tim Nelson noted that the plan submitted by the Florida Wildlife Commission (FWC) for improvements was outdated and asked that a review of the plan be made.

Mr. Anderson announced that FWC will be conducting a Workshop at the Washington Site on January 30, 2014, at 6:00 P.M., on the Florida Black Bear Management Program.

Public Works – John Grantland

Utility Worker, Water Distribution Vacancy – Permission to Advertise

Consensus of the Commission was to proceed with advertisement of the position.

Mr. Grantland did not have anything to discuss.

Mr. Anderson noted that SRF had approved a 65% Grant to Loan for work scheduled to begin on January 6, 2014, for water line replacement that will be conducted by City Staff.

Surface Water Plant – Larry McClamma

Mr. McClamma did not have anything to discuss.

Wastewater Plant – Lynn Todd

Ms. Todd announced that the Wastewater Treatment has a new operator. Sidney Harris passed his state test and he now has a Wastewater Class C License. Matt Gannon is currently attending school and will sit for his test on January 2, 2014.

She also shared that one SolarBee Aerator has been installed, two more will be installed today and two tomorrow.

Representatives will be here Thursday to address the issues with the Grit Kings.

A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to declare the old sodium hypochlorite tank surplus, with zero value, as requested by Ms. Todd. All in Favor; Motion carried 5-0.

City Engineer – Clay Smallwood, III

Traffic Study Update

The Golf Cart Crossing Permit has been delivered to City Hall. Signage will be required for the crossing and it is anticipated that it will take 2 -3 weeks to have everything in place for the crossing to be utilized.

Water Study Update

The water study is still ongoing at Virginia Tech and is within the timeline schedule.

CDBG Water and USDA Sidewalk Replacement Update

Mr. Smallwood shared that everything is good with the CDBG portion of the project. He is waiting for the go ahead from USDA.

Code Enforcement

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

Police Department – Officer Vince Everett

New Employees

Mr. Anderson noted that Sabrina Evers and Sonya Hernandez have joined the Police Department. Mrs. Evers was selected to fill the part-time Administrative Assistant Position and Ms. Hernandez will be joining the Police force.

Surplus Property

A Motion was made by Commissioner Patterson, second by Commissioner Thursbay, to declare the list of weapons provided by Chief Barnes as surplus and traded to GTI Distributors as part of the new weapons purchase. All in Favor; Motion carried 5-0.

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

Phase IV Landscape Status

Work is almost complete and a Florida DOT representative will be conducting a site visit Friday.

Request Permission to Create Draft RFQ for "Open-Air Information Center" at Billy Joe Rish Parking Lot

A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to create a draft RFQ for the project. All in Favor; Motion carried 5-0.

Request Permission to Investigate potential to add on TOD Sign

Mr. Anderson shared that a Transfield representative was hesitant to approve additional signage but suggested that signs could possibly be added to the existing Hospital sign already in place.

City Clerk – Charlotte Pierce

Mrs. Pierce did not have anything to discuss.

Citizens to be Heard

No one asked to address the Commission.

Discussion Items by Commissioners

Commissioner Thursbay asked if any progress had been made for additional signage at the end of Fifth Street.

Mr. Anderson responded that it would require a sign application to make any changes.

Mr. Grantland shared that he has been checking into this issue.

Commissioner Patterson wished everyone a Merry Christmas and a Happy New Year.

Commissioner McCroan also wished everyone a Merry Christmas.

Commissioner Buzzett expressed his appreciation to those who made Christmas on the Coast possible. He wished everyone a Merry Christmas and a Happy New Year.

Commissioner Buzzett received a letter from Ken and Bonnie Perry concerning the accumulation of items in their neighbor's yard. Commissioner Buzzett provided a copy of the letter for each Commissioner.

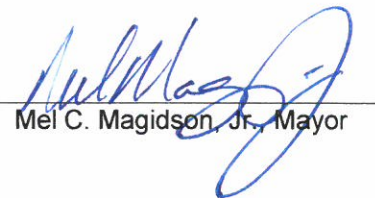
Mayor Magidson wished everyone a Merry Christmas and a safe holiday.

He also asked that Code Enforcement verify if the Polarmatic sign is a conforming or nonconforming sign.

The Mayor requested that Attorney Gibson and Mr. Anderson review the process for placing information on the agenda.

A Motion was made by Commissioner Patterson, second by Commissioner Buzzett, to adjourn the Meeting at 8:05 P.M.

Approved this 7th day of January 2013.


Mel C. Magidson, Jr., Mayor


Charlotte M. Pierce, City Clerk

CITY OF PORT ST JOE

Economic Development Element

GOAL 1: Create and retain jobs while maintaining and improving the quality of life in the community.

OBJECTIVE 1.1: Expand economic base by promoting a diversified economy that takes full advantage of the City's strategic location, natural resources, public facilities and infrastructure.

Policy 1.1.1: The City ~~will~~may designate an Economic Development Representative/Agency to serve as the lead agency for implementing this Element and the coordination of City economic development activities and initiatives.

Policy 1.1.2: Develop a complete list of assets of the community, including "shovel ready" sites for development and existing vacancies of suitable commercial/industrial properties.

Policy 1.1.3: Enhance the City's website presence to include the following:

- complete list of assets of the community
- an invitation an incentives to attract new businesses,
- clear description of local incentives such as State Enterprise Zone, Ad Valorem Tax Abatement, Expedited Permitting and perhaps a certified industrial and/or commercial site,
- and links to websites of local, regional and economic development organizations.

Policy 1.1.4: Educate elected officials and community leaders on what is needed to promote healthy economic development; help them to understand the role they can play in promoting the community as a business location and motivate them to give economic development issues the highest possible priority.

Policy 1.1.5: Conduct an annual Economic Development Summit in the City with local and regional business leaders and elected officials to seek their ideas and get the community involved in the economic development process and focused on the goal to create and retain jobs.

Policy 1.1.6: Seek designation as a pilot community in the new Competitive Florida Partnership program developed by the Department of Economic Opportunity.

Policy 1.1.7: Work with Duke Energy Business Development Team to market "shovel ready" sites to business prospects.

Policy 1.1.8: Explore and seek opportunities with the Rural and Economic Development Initiative (REDI) and the USDA Rural Development Economic Development Initiatives.

Policy 1.1.9: Coordinate with the Florida Chamber of Commerce to explore funding and technical assistance opportunities for economic development in the City.

Policy 1.1.10: Work with the Florida Chamber or the Apalachee Regional Planning Council to become a participating 'Six Pillars' Community.

Policy 1.1.11: Coordinate with the Apalachee Regional Planning Council on its updates to the Apalachee Region Comprehensive Economic Development Strategy, (CEDS).

Policy 1.1.12: Maintain working partner relationship with the Joe Company in its efforts to develop its holdings along the freshwater canal.

Policy 1.1.13: Coordinate with Florida's Great Northwest Inc, to market the City and the Port of Port St Joe as part of the region as a globally competitive location for business and to work with regional partners to recruit new jobs and investment through Northwest Florida.

OBJECTIVE 1.2: Improve transportation network facilities in order to attract new businesses, create new jobs and increase tax base.

Policy 1.2.1: Support the Port Authority's efforts to obtain funds for dredging of the Ship Channel through continued coordination with Florida Department of Transportation (FDOT), the Governor's office and Legislative delegation.

Policy 1.2.2: Support the Port Authority's efforts to maintain the Port designation as an "emerging Strategic Intermodal System (SIS)" by FDOT which provides a link to federal and state funding for the Port.

Policy 1.2.3: Continue to support the efforts of the Port Authority and the Gulf County Economic Development Alliance (EDA) to market the port as a location for bulk, container or vehicle shipments to and from the region.

Policy 1.2.4: Continue to pursue FDOT's release of grant funds to restore rail service to the City of Port St Joe to serve the Port facilities and promote general economic development in the community.

Policy 1.2.5: Continue to coordinate with FDOT and the Northwest Florida Transportation Corridor Authority (NWFTCA) to ensure alignment of the Gulf Coast Parkway provides the most direct route from the City to I-10.

Policy 1.2.6: Explore and pursue opportunities with FDOT to strengthen the transportation system and grow the economy utilizing Moving Ahead for Progress in the 21st Century Act (MAP-21) and other FDOT funding and support programs.

Policy 1.2.7: Continue to support the operation of the AN Railway as a regionally important Port to Rail component to link the port with the national rail system.

Policy 1.2.8: Participate in Sister City or Sister Port programs with developing ports in South and Central America.

OBJECTIVE 1.3: Provide quality education and responsive workforce training to support and attract new businesses.

Policy 1.3.1: Support the efforts to improve the quality of public education by ensuring schools are providing exceptional education at elementary, middle and high school levels, as well as Adult School Education programs.

Policy 1.3.2: Participate and support the coordination efforts between the economic development organizations, Gulf County Chamber of Commerce, Gulf Coast Workforce Board, Tourism Development Council, the Gulf Coast State College and School Board to respond quickly to demands for workforce training, improved skill levels and positive work ethic of the labor force.

Policy 1.3.3: Increase coordination with the Northwest Florida Manufacturers Council (NPMC) to promote development of a skilled manufacturing workforce in the region.

Policy 1.3.4: Develop and implement training programs that will complement economic diversification efforts.

Policy 1.3.5: Develop a strategy to provide vocational education programs and certificate training programs and strive to attract young students into such programs.

Policy 1.3.6: Explore opportunity to develop educational programs aimed to give students, young people and others the skills to start and effectively manage a business.

Policy 1.3.7: Develop strategy to attract and retain both college graduates and young professionals and foster entrepreneurship.

OBJECTIVE 1.4: Balance economic development while maintaining the quality of life that makes the City of Port St Joe a very unique place to live.

Policy 1.4.1: Promote Tourism as a key component of the City's economic base.

Policy 1.4.2: Conduct brand development exercise in the City to be aligned with Gulf County tourism.

Policy 1.4.3: Support the Gulf County Tourism Development Council's plans to promote tourism in the City and Gulf County and their yearly fiscal goals.

Policy 1.4.4: Protect coastal and environmental resources that support businesses and attract tourist throughout the year.

Policy 1.4.5: Explore opportunities to provide additional recreational access to St Joseph Bay.

Policy 1.4.6: Coordinate with the Small Vessel Initiative to provide tourist amenities such as the BayPark Conceptual Plan to promote the City as a Port of Call for boutique cruise lines and research vessels.

Policy 1.4.7: Maintain and enhance recreational facilities along the waterfront, including the City Pier, Port St Joe Marina, BayPark and the Shipyard Cove/Frank Pate Park as well as other small parcels acquired by the City for recreational purposes.

Policy 1.4.8: Support the Port St. Joe Marina which provides recreational access to St Joseph Bay and the Gulf of Mexico.

Policy 1.4.9: Seek public and/or private funding to develop the Field of Dreams Sports Complex in the City.

Policy 1.4.10: Encourage cooperative efforts between local realtors, hotel/motel owners and restaurants, Tourism Development Council and Chamber of Commerce to market Port St Joe as a Waterfronts Florida tourism destination.

OBJECTIVE 1.5: Improve coordination and communication among local, regional and state economic development organizations to foster a more collaborative business environment and promote the assets of the City as part of the larger Northwest Florida region.

Policy 1.5.1: Hold regular meetings and workshops with representatives from local, regional and state economic development organizations to share information, challenges and opportunities.

Policy 1.5.2: Foster a positive working relationship with Gulf County government to provide a united, business-friendly introduction to the region.

Policy 1.5.3: Explore “Supercouncil” approach to economic development.

Policy 1.5.4: Establish an ongoing communications program to regularly share information among local, regional and state economic development organizations to reinforce the key messages and include success stories, information about the port facilities, railway service, tourism related updates, and other news that impact economic development.

Policy 1.5.5: Identify key LinkedIn groups specific to regional and rural economic development in Northwest Florida and monitor those groups and the discussions posted there. Contribute to discussions as an additional vehicle for sharing the City’s assets and opportunities for new businesses.

Policy 1.5.6: Use social media programs such as facebook and twitter to share information about progress on port redevelopment plans and tourism related activities.

Policy 1.5.7: Enhance relationships with Enterprise Florida, Inc. (EFI) project managers, Duke Energy economic development representatives and other key team members to ensure they are aware of the assets available in the community.

Policy 1.5.8: Work cooperatively with the Tourism Development Council, the Port St Joe Redevelopment Agency, the Port Authority to develop advertising program for the City of Port St Joe that creates a level of awareness of the redevelopment plans of the Port facilities, and promotes the City as a tourist destination.

Policy 1.5.9: Promote cooperation and communication among the Port of Port St Joe, the Port of Panama City and Port of Pensacola as significant assets of the Northwest Florida region.

Policy 1.5.10: Support the efforts of RiverWay South Apalachicola-Choctawhatchee to promote regional tourism within the Northwest Rural Areas of Critical Economic Concern (RACEC) counties.

Policy 1.5.11: Promote or encourage Port St Joe as a location for annual fishing, sports, or other tournaments or festivals that will results in weekend to weeklong visitation for participating families.

Policy 1.5.12: Support development of passive and active use facilities at Highland View beaches.

OBJECTIVE 1.6: Celebrate the history and culture of the region through educational and cultural venues to attract a new demographic of visitor and increase local jobs for local residents.

Policy 1.6.1: Renovate and create a sustainable rental/maintenance program for the Centennial Building.

Policy 1.6.2: Develop the BayPark area to house learning and experiential programs such as but not limited to museums focused on traditional navigation, city/constitutional history, history of the local fishing/pilot-boat industries, and bay ecology.

Policy 1.6.3: Provide incentives for ~~renovation of the Port Theatre~~preservation of historical resources.