

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT  
2775 GARRISON AVENUE, March 15, 2016, AT 6:00 P.M.**

The following were present: Commissioners Ashbrook, Buzzett, McCroan, and Thursbay. City Manager Jim Anderson, City Clerk Charlotte Pierce, and Attorney Tom Gibson were also present. Mayor Pro tem Phil McCroan chaired the meeting due to the absence of Mayor Patterson.

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to approve the Minutes of the Regular Meeting on March 1, 2016, and the Special Meeting of March 4, 2016. All in favor; Motion carried 4-0.

**PORT ST. JOE REDEVELOPMENT ASSOCIATION (PSJRA) - Bill Kennedy**

Mr. Kennedy commended the Auburn University students for the fantastic job they have done in our community. He complimented their work ethic and noted the progress that has been made by their endeavors.

Commissioner Thursbay also extended his appreciation to the students for the work they are doing here.

Mr. Kennedy shared that the Phase V Landscape project is underway.

A request has been received for the Forgotten Coast Sea Turtle Center for housing in the Sleeping Beauty Gift Shop. The Commission requested that Mr. Kennedy, Clerk Pierce and Jessica Swindall meet before the next meeting to discuss this request.

**CITY ATTORNEY – Tom Gibson**

*102 Stone Drive Update* – Mr. Gibson did not have anything new to report on this issue.

*2015 – 2020 CIP Plan Update: 2<sup>nd</sup> Reading and Consideration of Adoption* –

A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, to move improvements for the Centennial Building from FY 2019 – 2020 to FY 2017 – 2018, and have the Second Reading of the CIP Plan which is Ordinance 523. All in favor; Motion carried 4-0.

Mr. Gibson read Ordinance 523 by Title.

A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to adopt the 2015 – 2020 CIP Plan Update / Ordinance 523. All in favor; Motion carried 4-0.

**CITY MANAGER'S REPORT – Jim Anderson**

**Old Business**

*Patton Park Lots Update* – Mr. Anderson noted that the two front lots are under contract at a price of \$110,000 each.

*City Hall Façade Improvements Update* – A proposal from Bob's Top Shop, Inc., has been received in the amount of \$3,465. A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to spend up to \$4,000 on this project. All in favor; Motion carried 4-0.

*Fracking Discussion Update* – This item is to be on the joint City / County Agenda for March 23, 2016. Commissioners requested that this issue be kept on the radar screen. Legislation on this issue died in the Senate; it should not be an issue in the City limits, but could impact areas around our water supply from the Chipola River.

*STAC House Flooring: Commissioner Thursbay* – A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to request bids for mid-grade vinyl floor covering that is not on a roll. All in favor; Motion carried 4-0.

*Joint City/ County Meeting March 23, 2016, at 3:00 P.M. Update* – Mr. Anderson asked that items for discussion be given to him for the meeting's Agenda.

*Mexico Beach / Port St. Joe Back-up Water Source: Commissioner Buzzett* shared that he has been talking with the Mexico Beach Mayor and they are very interested in having the City of Port St. Joe as their emergency water source.

## **New Business**

*Fair Housing Workshop: Bruce Ballister* - Mayor Pro tem McCroan paused the regular meeting to convene a Fair Housing Workshop. Mr. Ballister provided and reviewed a handout, *Learning about the Fair Housing Act* to those attending the Workshop. He also provide copies of the handout for distribution at City Hall and shared there would be a Professional Workshop in May.

It was noted that Clerk Pierce is the Fair Housing Coordinator for the City and she will continue in that capacity.

There was no other discussion and the Workshop was adjourned.

Mr. Ballister is currently upgrading the CDBG New Phase II Grant application and anticipates that it will be submitted in May.

*Danny Bolden, Letter of Support Request: Mayor Patterson* – This item was Tabled due to the need for more information and the absence of Mayor Patterson.

*Poem: Reverend Kenneth Frame, Mt. Carmel Missionary Baptist Church* read his poem the Port St. Joe Love and asked that the City adopt it as the official City Poem. The Commissioners complimented him on the poem but stated that could not adopt it as it written because they felt like it was endorsement for several local businesses and not all businesses. Reverend Frame will look at the poem to see if he could make some adjustments to it.

Reverend Frame announced that their church will be hosting a First Responders Recognition on May 17, 2016, and invited those present to attend.

*Tobacco Free Parks that contain Playground Equipment: Commissioner Ashbrook* –

Kari Williams, Sara Hinds, and Madison Burkett requested that any City park that has playground equipment be designated as a Tobacco Free Park. Miss Burkett spoke of the impact that second hand smoke has on individuals with Asthma and when the smoke is present, children cannot play in the park. Ordinance 503 will need to be revised to address this issue. A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, for City Staff to review the Ordinance and bring the revisions back to the Commission. All in favor; Motion carried 4-0.

*Water Plant Security: Commissioner Ashbrook* asked that City Staff review the need of fencing and a gate with a security code for the plant. Staff will bring a recommendation back to the Commission.

*Retirement Payout* - A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to approve the retirement payout request for Charlotte Pierce. All in in favor; Motion carried 4-0.

*Fee Waiver Request: Eighth Grade Class and Coastal Conservation Association –*

A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to approve the request of the Eighth Grade Class and deny the request of the Coastal Conservation Association as their event will be a fundraiser. Motion carried 3-1 with Commissioners Ashbrook, Buzzett and Mayor Pro tem McCroan in favor and Commissioner Thursbay voting nay. He clarified his vote as supporting the school request but did not feel anyone should be denied a waiver request to use the building.

Mr. Anderson shared that Highways 98 and 71 will have a landscape upgrade for the coming holiday weekend.

**Public Works – John Grantland** noted that work is continuing in the Boardwalk and Florida Avenue areas and the Pebble Beach area will be started next week. The equipment for Presnell's Lift Station is in and they are waiting on permits to begin the work.

**Surface Water Plant – Larry McClamma** shared that the Lime System is up and running and the computer software is working.

**Wastewater Plant – Lynn Todd** requested that a 1990 70 HP Johnson Outboard Motor be declared surplus. A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to declare the item as surplus. All in favor; Motion carried 4-0.

**City Engineer - Clay Smallwood, III**, was absent and Mr. Anderson shared that the Golf Cart Crossing Application has been resubmitted and there were no other updates.

Mr. Anderson also noted that Philip Jones of PRI has been working with FDEP on the Lagoon Study and he anticipates receiving the Loan Documents this week.

**Code Enforcement** – Mr. Burkett's report was reviewed but no action was required.

**Police Department – Chief Herring** shared that the Port St. Joe Police Department is now a certified Safe Place Facility and everyone in the department has been trained in this program.

Chief Herring announced that Bin4Eleven is hosting a "Sweet Tea with the Chief" meet and greet on April 11, 2016, from 5:30 P.M. – 7:00 P.M. This will provide an opportunity for the community to meet Chief Herring, the officers and staff of the Port St. Joe Police Department, and discuss their concerns with them.

Commissioner Buzzett expressed his appreciation to Chief Herring for the prompt response Buy-Rite Pharmacy received when an alarm was set off.

**City Clerk – Charlotte Pierce** noted that the upcoming City Election has been advertised in the Star and a notice is posted in the case next to the entryway of City Hall.

**Citizens to be Heard**

Christy McElroy reiterated her concerns about the PSJ Terminal Services, LLC, and provided a handout about David Mazzeo to the Commissioners and City Staff.

Chester Davis announced he is the Chairman of the North Port St. Joe Project Area Committee and would be the spokesperson for the group.

Letha Mathews asked why the request from Danny Bolden for the Letter of Support for the North Port St. Joe Project Area Committee was not approved. Several of the Commissioners stated they knew nothing about WIM Associated and wanted to review the information.

## Discussion Items by Commissioners

*Commissioner Buzzett* announced that he would be seeking reelection to the Commissioner Group IV seat in the upcoming election and noted that renovation of the Centennial Building would be a main focus for him.

*Commissioner Ashbrook* shared that he had spoken with Roni Coppock, Executive Director of the Gulf County Chamber of Commerce and they were suggesting a parking limit of 3 hours per employee vehicle from 9 A.M. – 5 P.M. on Reid Avenue.

Commissioner Buzzett suggested that a pledge be signed by the businesses that their employees would not park on Reid Avenue.

*Commissioner Ashbrook* asked about the possibility of changing the City Commission meeting time to 5:00 P.M., and move all City Staff reports to the beginning of the meeting.

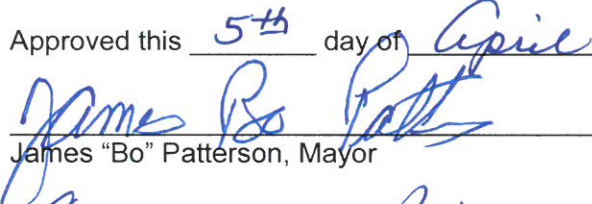
Commissioner Thursbay objected to the change as other governmental entities have changed their meeting times and it is perceived as eliminating the public from the meetings.

Commissioner Buzzett stated he did not object to the change of time to 5:00 P.M., but was not in favor of rearranging the Agenda as Staff could be needed throughout the meeting.

*Commissioner Thursbay* commended the Auburn students for their involvement in our community, asked that recognition of their accomplishments be placed in the Star, thanked City Staff for their hard work, and commended Mayor Pro tem McCroan for a job well done tonight.

A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to adjourn the Meeting at 7:10 P.M.

Approved this 5<sup>th</sup> day of April 2016.

  
James "Bo" Patterson, Mayor

  
Charlotte M. Pierce, City Clerk

4/6/2016  
Date

4/6/2016  
Date