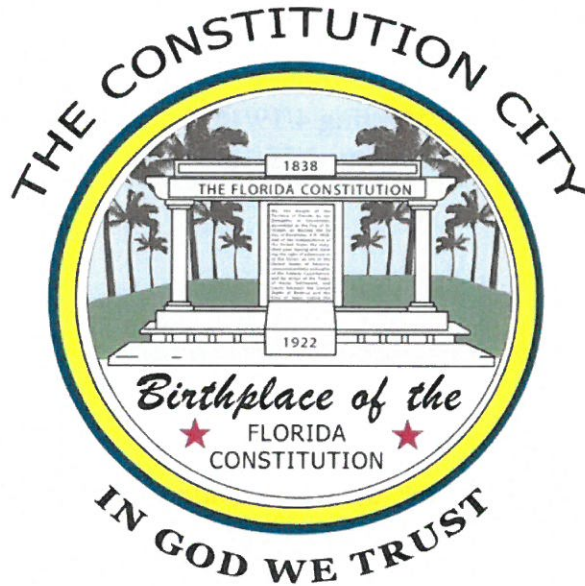


May 3, 2016

**Regular Public Meeting
6:00 P.M.
2775 Garrison Avenue
Port St. Joe, Florida**



City of Port St. Joe

Bo Patterson, Mayor-Commissioner
William Thursbay, Commissioner, Group I
David Ashbrook, Commissioner, Group II
Phil McCroan, 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.

2775 Garrison Avenue

Tuesday May 3, 2016

Call to Order

Consent Agenda

Minutes

- Regular Commission Meeting 4/19/16
- Special Commission Meeting 4/29/16

Pages 1-5

Page 6

PSJRA

- Update

City Attorney

- Update

Old Business

- Mexico Beach/PSJ Back-up Water Source- Comm. Buzzett
- Centennial Bldg. Roof- Comm. Buzzett
 - Quotes
- 4th of July Fireworks
- MMG REID, LLC- Sewer Damage
- WastePro Amnesty Day- May 21st
- Lagoon Study- Update
- Pressure Washing on Reid Ave. Scheduled to Start May 13th

Pages 7-8

New Business

- Kiosk Replacement- Comm. Thursbay
- City Pier Repairs- Comm. Thursbay
- Clifford Sims Park Pier Repairs- Comm. Thursbay

Pages 9-11

Public Works

- South Beach Sewer
- 16th Street Bridge

Page 12

Pages 13-15

Surface Water Plant

- Update

Waste Water Plant

- Update

City Engineer

- Golf Cart Crossing- Update
- SCOP Grant Application- Update

Code Enforcement

- Update

Page 16

Police Department

- Update

City Clerk

- Update

Citizens to be Heard

Discussion Items by Commissioners

Motion to Adjourn

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, April 19, 2016, AT 6:00 P.M.**

The following were present: Mayor Patterson, Commissioners Ashbrook, Buzzett, McCroan, and Thursbay. City Manager Jim Anderson, City Clerk Charlotte Pierce, and Attorney Russ Scholz were also present.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to approve the Minutes of the Regular Meeting on April 5, 2016, including correcting a Scribner's error on a name in paragraph 3, page 1, of the Minutes. All in favor; Motion carried 5-0.

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

Mr. Kennedy shared that 29 businesses on Reid Avenue have been visited concerning the parking issue on Reid. All but 3 of the businesses have their employees parking either on a side street or in a parking area.

The Workshop at Core Park on April 12, 2016, to address the relocation of the stage and removal of pine trees, was informative. The concern for the trees is the intertwining of the canopies and inability of the trees to grow and be healthy.

The Phase V Landscaping Project between Avenue D and the Overpass has been completed.

7: 09 P.M. - Mayor Patterson requested a 2 minute recess for Commissioner McCroan to take a phone call relative to an issue on the Agenda.

7:11 P.M. – Mayor Patterson resumed the meeting.

CITY ATTORNEY – Tom Gibson

102 Stone Drive Update – A Motion was made by Commissioner McCroan, second by Commissioner Thursbay, to have a Special Meeting when more information is available. All in favor; Motion carried 5-0.

Ordinance 523 Tobacco Products in Parks – First Reading: Attorney Scholz noted the need to alter the international symbol for something not being allowed as you cannot ban smoking in an open area.

A Motion was made by Commissioner McCroan, second by Commissioner Ashbrook to have the First Reading of Ordinance 523. All in favor; Motion carried 5-0. Mr. Scholz read Ordinance 523 by Title only.

CITY MANAGER'S REPORT – Jim Anderson

Old Business

Patton Park Lots Update – Sale of the front two lots closed last Friday.

STAC House Upgrades – Commissioner Thursbay: A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to include the purchase of ceiling tiles in the amount of \$2,076.16 and the carpet cost of \$3,500. All in favor; Motion carried 5-0.

Water Plant Security – Commissioner Ashbrook: A Motion was made by Commissioner Ashbrook, second by Commissioner Thursbay, to accept the quote of \$7,600 from Bracewell Inc., for the gate and take the funds from the Surface Water Treatment Plant Contingency Funds. All in favor; Motion carried 5-0.

Mexico Beach / Port St. Joe Back-up Water Source – Commissioner Buzzett shared that dialogue continues on this project.

Centennial Building Roof – Commissioner Buzzett: To better address the issues of the continued intrusion of water into the Centennial Building, a Workshop will be held when a prospective roofer is on site to look at the roof.

4th of July Fireworks – Mr. Anderson noted that a response has not been received from the TDC concerning the \$10,000 requested for the fireworks.

Road Bond Money Request Update – A formal request for Road Bond Money and the projected cost for the project has been delivered to the Gulf County Board of County Commissioners. The request for \$1,669,560 is for Long Avenue and includes water, sewer, and road work.

New Business

CDBG 2nd Public Hearing – Bruce Ballister: Mayor Patterson paused the regular meeting at 6:35 P.M. to convene the 2nd Public Hearing for the North Port St. Joe Water Improvements Phase II grant proposal. The following individuals had questions about the project: Nathan Peters, Jr., Amy Rogers, and Letha Mathews. There was some discussion concerning which areas of North Port St. Joe were included in the base bid and which areas might need additional funding. The Commissioner voted unanimously to approve the resolution for signature. Resolution 2016-04 authorizes Mayor Patterson to sign the application and submit the application to CDBG for funding. The 2nd Public Hearing was adjourned at 6:42 P.M.

Resolution 2016-04 Florida Department of Economic Opportunity CDBG North Port St. Joe Water Improvements Phase II -

A Motion was made by Commissioner Thursbay, second by Commissioner McCroan to read Resolution 2016-04 by Title. All in favor; Motion carried 5-0.

Mr. Scholz read Resolution 2016-04 by Title only.

A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to adopt Resolution 2016-04. All in favor; Motion carried 5-0

TDC Funding – Notice was received from the TDC that \$10,000 will be budgeted to the City of Port St. Joe and Wewahitchka for use in City parks for FY 2015-2016. Mr. Anderson asked the Commissioners to review our options.

Pressure Washing – A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, for Contractors Enterprises Inc., of Tallahassee to proceed with the pressure washing of the sidewalks on Reid Avenue and those around City Hall for \$3,560. All in favor; Motion carried 5-0.

MMG Reid, LLC, Sewer Damage – Mr. Anderson will work with the owner of the property on this. The City's insurance company denied the claim and the owner is asking for restitution. A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook to, Table this issue until proper paper work is received from the owner and legal has had the opportunity to review the information. The funds would be taken from the BP funds if approved. All in favor; Motion carried 5-0.

Carpet Cleaning – Commissioner Thursbay requested that the carpet and foyer tile at City Hall be cleaned. Quotes will be obtained to do the work as it is under the required amount for bids.

Pine Trees Behind Capital City Bank – Commissioner Thursbay asked that 6 - 8 trees between Capital City Bank and Sunset Coastal Grill be removed. A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to get a firm number of trees to be cut and secure a quote to cut the trees. Voting

in favor of the Motion were Mayor Patterson, Commissioners Ashbrook, McCroan, and Thursbay. Commissioner Buzzett voted nay. Motion passed 4-1.

Amnesty Day – Mr. Anderson is talking with WastePro about an Amnesty Day and anticipates that it will be at the end of May.

Cell Tower Request – This was Tabled until further information is received.

Port Authority – Mayor Patterson requested that this be Tabled.

Request to utilize the STAC House, First United Methodist Church – A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, for the First United Methodist Church to use the STAC House on Wednesday night's beginning in August. The cost will be \$100 per month and the church will be required to have the City listed as an additional insured on their insurance policy. Voting in favor of the Motion were Mayor Patterson, Commissioners Ashbrook, Buzzett, and McCroan. Commissioner Thursbay cast a nay vote as he feels a precedence is being set. The Motion carried 4-1.

NPSJPAC, Dannie Bolden: Attorney Scholz shared that this item would need to be approved by the Port St. Joe Redevelopment Agency before anything else could be done. It was also noted that the Apalachee Regional Planning Council could be the Planning Consultant for this project. The ARPC serves as the Planning Consultant for the City's CDBG projects and this would be an option for the NPSJPAC to move forward on their grant application.

Public Works – Mr. Grantland was absent due to the illness of a child.

Debris Laydown Yard Pad Update - Mr. Anderson shared that work is still being done on this.

Commissioner Thursbay received a text message that the Port St. Joe High School Tiger Shark's Baseball team had just defeated Blountstown 1-0 and would be advancing to the district playoffs. He offered his congratulations to the team.

Surface Water Plant – Larry McClamma did not have anything to update the Commission on.

Wastewater Plant – Lynn Todd noted there is a very slight Algae issue but it is being addressed. She did not have anything else to share.

City Engineer - Clay Smallwood, III,

Golf Cart Crossing Update – The application is still in the works and Mr. Smallwood feels good about the project.

SCOP Grant Application Update – The application is due in a week or so and work is progressing on the application now.

Frank Pate Park Boat Ramp, NRDA Grant – A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to approve the Task Order from Dewberry / Preble Rish for the Frank Pate Park Boat Ramp NRDA Grant. All in favor; Motion carried 5-0.

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

Commissioner Thursbay asked that Mr. Burkett check out an area along the ditch between Highway 71 and 8th Street. It appears that a homeowner has planted palm trees along the ditch in an area that belongs to someone else. Mr. Anderson will ask Mr. Burkett to check on this issue.

Police Department – Chief Herring provided information on the upcoming Bike and Skateboard Helmets and the Bicycle Giveaway planned for May 14, 2016, at Frank Pate Park from 10 A.M. until 2:00 P.M. Chief Herring encouraged children to participate in the event. Registration forms will be sent home with students of Faith Christian and Port St. Joe Elementary Schools to register their bikes. Children who stop by the event will be entered in the drawing for a bicycle. There will be a free bicycle for a boy and one for a girl.

In addition to the Port St. Joe Police Department, the following entities are assisting with the May 14, 2016, event. Woodmen Life will be providing two new bicycles, helmets, snow cones, and popcorn. The Port St. Joe Lions Club is also providing helmets and Centennial Bank will offer free hot dogs, chips and drinks.

Commissioner Thursbay stated that he felt the Commission did the right thing by hiring Chief Herring and thanked him for the improvements he has made to the Police Department since becoming Chief.

Commissioner McCroan also expressed his appreciation to Chief Herring for the great job he is doing and noted the City is fortunate to have him.

City Clerk – Charlotte Pierce did not have anything to share.

Citizens to be Heard –

Amy Rogers asked about the area the CDBG funds would cover; questioned the Surface Water Treatment Plant Contingency Funds and wanted to know how much the City would be spending on fireworks. It was noted that fireworks are not a budgeted item.

Ann White questioned if the building restrictions of 1 year had been removed from the Patton Park Lots. Mayor Patterson responded that the restriction was removed in order to sell the lots and construction will be of single family homes with nothing on stilts.

Discussion Items by Commissioners

Commissioner Buzzett asked that citizens keep Ken Murphy in their prayers as he is in cardiac rehab.

He also noted that he had received an inquiry about renting the Ward Ridge City Hall and asked the Commissioners to be open to renting it.

In an ongoing college challenge, Commissioner Buzzett pointed out to Mayor Patterson that he was wearing the traditional orange and blue colors of Florida tonight as the Gators had defeated Florida State three time is baseball this year.

Commissioner McCroan shared that Sleeping Beauty will be illuminated in purple this week in conjunction with the Relay for Life which honors cancer survivors.

Commissioner Ashbrook requested that a monthly or weekly Code Enforcement Report be given rather than a Year to Date report.

Commissioner Thursbay referred to an article in the Star Newspaper last week about the Port Theatre. He shared that he was not opposed to the group receiving a Façade Grant for improvements but he felt the City had gone above and beyond helping the organization. He was adamant that tax payer dollars should not be used to assist them as other organizations were not receiving the same consideration.

Mayor Patterson asked those present if they like meeting in the current location. Those who responded were in favor of continuing the meetings in the Ward Ridge location.

Amy Rogers asked why the meeting could not be rotated between different locations. Mayor Patterson shared that there were issues with that and being able to hear the meeting on TV was one of the main concerns.

The Mayor announced that he would hold office hours in the Ward Ridge Building on Monday's from 1:30 – 3:30 P.M., and on Thursday's from 10:30 A.M. – 12:30 P.M. He noted that, "If the Bo Knows Pest Control truck is out front, the Mayor is in."

A Motion was made by Commissioner McCroan, second by Commissioner Ashbrook, to adjourn the Meeting at 7:27 P.M.

Approved this _____ day of _____ 2016.

James "Bo" Patterson, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD IN THE
COMMISSION CHAMBER AT 2775 GARRISON AVENUE, April 29, 2016, AT
12:00 Noon**

The following were present: Mayor Patterson, Commissioners Ashbrook, McCroan, and Thursbay. City Manager Jim Anderson, City Clerk Charlotte Pierce, and Attorney Tom Gibson were also present. Commissioner Buzzett was out of town. Attorney Pat Floyd participated by telephone.

AGENDA

102 Stone Drive –

A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to authorize Attorney Pat Floyd to take action necessary to defend invalidation of the application for location of the structure by Declaratory Decree. All in favor; Motion carried 4-0.

Building Inspector Bo Creel will also be asked to void the application based on inaccurate information that has been submitted to the building department.

A Motion was made by Commissioner McCroan, second by Commissioner Ashbrook, to adjourn the Special Meeting at 12:29 P.M.

Approved this _____ day of _____ 2016.

James "Bo" Patterson, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

4/26/16

CITY OF PORT SAINT JOE
PORT SAINT JOE, FL.

ATTN: JOHN

RE: PROPOSAL TO INSTALL A PROFESSIONAL COATING SYSTEM ON
APPROX 10,000 SQ. FT. OF MOD BIT ROOFING

SCOPE

- PRESSURE CLEAN ENTIRE ROOF TO ENSURE A CLEAN COATABLE SURFACE
- SEAL ALL SEAM LAPS WITH AWS #520 URETHANE COATING
- SEAL AROUND SCUPPER AREAS WITH FIBER REINFORCED #520 URETHANE COATING
- APPLY AWS #520 URETHANE AT A RATE OF 1.5 GALLON PER SQUARE OVER THE ENTIRE ROOF AREA
- APPLY AWS #410 SILICONE OVER THE ENTIRE ROOF AREA AT A RATE OF 1.5 GALLONS PER SQUARE
- CLEAN UP WORK AREA TO ENSURE GOOD HOUSEKEEPING

PROPOSAL AMOUNT.....\$ 34,750.00

THREE YEAR SERVICE COMMITMENT BY CONTRACTOR AND 10 YEAR
MATERIAL WARRANTY

TERMS AND CONDITIONS

- OWNER WILL PROVIDE WATER SUPPLY FOR PRESSURE WASHING
- PAYMENT TERMS ARE 40% UPON ARRIVAL OF MATERIALS AND REMAINDER UPON COMPLETION
- THE ABOVE MENTIONED PROPOSAL IS GOOD FOR A PERIOD OF

P.O. Box 306
Wellborn, Florida 32094-0306

SOUTHEASTERN
COATINGS & WATERPROOFING, INC.
State Certified # CCC1326114

1-888-289-3437
Fax: 386-466-1846

60 DAYS AND IS BASED ON THE PRESENT CONDITION OF THE
ROOF

- CONTRACTOR WILL PROVIDE LIFT EQUIPMENT FOR ROOF
ACCESS UNLES OTHERWISE STATED BY OWNER

OWNER REP SIGNATURE: _____

DATE: _____

Best regards,

David Anderson

Zimbra**janderson@psj.fl.gov**

Kiosk Signage

From : Steve Kerigan
<steve@c2cprinting.com>

Sun, Apr 10, 2016 12:18 PM

Subject : Kiosk Signage

To : janderson@psj.fl.gov

Hello Jim,

I've went to each kiosk and your best option is to do what we have done for the kiosks in Windmark Beach. We would produce new premium vinyl with lamination and apply that to a 3mm maxmetal substrate. Your cost per panel is \$225. There are 3 kiosks and 4 panels per kiosk for a total of 12 panels or \$2,700.

Let me know how you would like to proceed.

Sincerely,

Steve

Steve Kerigan, Pres.
Coast2Coast Printing & Promotions, Inc.
306 Williams Ave.
Port St. Joe, FL 32456
850-229-2222
877-550-9222
www.c2cprinting.com

Zimbra

cpierce@psj.fl.gov

price for kiosks signs

From : Willie Ramsey <ramseywillie@fairpoint.net>

Mon, Apr 18, 2016 02:16 PM

Subject : price for kiosks signs**To :** cpierce@psj.fl.govExternal images are not displayed. [Display images below](#)

Quote for a total of 12 new kiosks signs

*Would not recommend the direct print product used previously. Can't clean, scratches easy, will not last as long and does not look as good as print vinyl.

- will quote cheaper option if desired.

*Best product is print vinyl with uv protective overlamine, printed at the highest quality and resolution settings.

This will last longer and the protective overlamine will allow for cleaning as needed. (same product as was used on the two city entrance signs)

Current sign size is 39"x63.75". Printed portion is 39x59.5" with two tabs extended beyond top and bottom a total of 4.25".

These tabs are not totally necessary if you desire to save the expense and not use the tab cut outs.

-Option 1

Print vinyl with uv protectant overlamine on 1/2" PVC substrate.

39x63.75

\$263.00 ea with cut out tabs

39x59.5

\$236.00 ea without cut out tabs

-Option 2

Same as 1, but substrate is 1/8" max-metal. This substrate is of equal or greater durability, but a better price point.

39x63.75

\$203.00 ea with cut out tabs

39x59.5

\$188.00 ea without cut out tabs

-This does not include installation or any graphics. Installation is \$50/hr. Graphic design cost is \$48/hr.. Please let me know if you need estimates for these services.

Thanks for the opportunity to quote this project
Willie Ramsey

Avast logo

This email has been checked for viruses by Avast antivirus software.

www.avast.com

Mariner's Lane
4-28-16

Preble-Rish, Engineering and Permitting	\$5,260.00
Lanier Municipal Supply, Material Purchase	\$3,698.00
BTC Boring (100 LF for Paver crossing)	\$1,100.00
Contingencies (10%)	\$1,005.80 (estimate)
Total Estimated Project Cost	\$11,063.80

Zimbra**janderson@psj.fl.gov**

FW: City of Port St. Joe Bridge # 510005

From : John Grantland
<jgrantland@psj.fl.gov>

Tue, Apr 19, 2016 08:59 AM

Subject : FW: City of Port St. Joe
Bridge # 510005

To : Jim Anderson
<janderson@psj.fl.gov>

Jim – Below is John's pricing to perform the repairs on the bridge at 16th Street.

From: Howell, John [mailto:John.Howell@broadpectrum.com]

Sent: Monday, April 18, 2016 2:46 PM

To: John Grantland <jgrantland@psj.fl.gov>

Cc: Weeks, Gary <Gary.Weeks@broadpectrum.com>

Subject: City of Port St. Joe Bridge # 510005

Director Grantland,

Thank you for the opportunity to provide pricing for the rehabilitation of the bridge referenced above.

Below, you will find two cost estimates for your consideration.

Option A) is turnkey with Broadpectrum providing all equipment, materials and labor

Option B) BROADSPECTRUM provides all equipment and materials; labor excludes placement of rip-rap, but does include oversight of installation by inmate labor.

1. **Option A: \$9,500**

- a. construction and installation of 2 flumes to address erosion.
- b. fill and stabilization of eroded areas.
- c. installation of reinforced rip-rap per the FDOT inspection report (**labor provided by BROADSPECTRUM**).
- d. repairs to handrail spalls.
- e. sealing of approach slab, deck cracks and abutment joints.
- f. cleaning of joints.

2. **Option B: \$7,500**

- a. construction and installation of 2 flumes to address erosion.
- b. fill and stabilization of eroded areas.
- c. installation of reinforced rip-rap per the FDOT inspection report (**inmate labor provided by City of PSJ**).
- d. repairs to handrail spalls.
- e. sealing of approach slab, deck cracks and abutment joints.
- f. cleaning of joints.

Repairs to adhere to FDOT approved methods and materials.

Please let me know if we can be of further assistance...jh

John Howell, PE
Project Manager | Infrastructure

Broadspectrum | Americas
149 Commerce Blvd. Suite A
Port St. Joe, FL 32456

D 850-229-4111 | **F** 850-229-4114 | **M** 850-227-8734

E john.howell@broadspectrum.com | **W** www.broadspectrum.com

"This email and any attachments are confidential and are for the intended addressee[s] only. Unauthorised use of this communication is prohibited. If you have received this communication in error, please notify the sender and remove them from your system. Confidentiality is not waived or lost by reason of the mistaken delivery to you. Before opening or using any attachments, it is your responsibility to check them for viruses and defects." Thank You.

"This email and any attachments are confidential and are for the intended addressee[s] only. Unauthorised use of this communication is prohibited. If you have received this communication in error, please notify the sender and remove them from your system. Confidentiality is not waived or lost by reason of the mistaken delivery to you. Before opening or using any attachments, it is your responsibility to check them for viruses and defects."

Thank You.

15

Code Enforcement 2016 Activity
As of 4/25/2016

	Open	Closed	Total	Increase
Unlawful Accumulation	49	61	110	22
Substandard Structure	10		10	
Abandoned Vehicle	5	8	13	1
Unlawful Sewer	0	1	1	
Land regulation Violation	5	15	20	1
Business Lic. Violation	0	1	1	
Special Master Hearings		1	1	
Building Demolition	3		3	
Waste Violation	21	129	150	7
Sign Violation	0	114	114	4
Total	93	330	423	35