

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, August 16, 2016, AT 6:00 P.M.**

The following were present: Mayor Patterson, Commissioners Ashbrook, Buzzett, Lowry, 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 Thursbay, second by Commissioner Ashbrook, to approve the Minutes of the Regular Meeting on August 2, 2016, and the Workshop Meeting of August 10, 2016. All in favor; Motion carried 5-0.

Mayor Patterson asked Reverend Tommy Dwyer to address the Commission about the upcoming "Pray for our Community" gathering sponsored by the Port St. Joe Ministerial Association. Pastors of the area are having a prayer time for our community on September 13, 2016, at 7:00 P.M. in the Centennial Building and Reverend Dwyer extended an invitation to the community to attend the service. The Port St. Joe Ministerial Association has volunteered a member of the Clergy to attend each Commission meeting to offer a prayer prior to the meeting.

Port St. Joe Redevelopment Association (PSJRA) - Bill Kennedy was not present and there was no report from the PSJRA.

CITY ATTORNEY – Tom Gibson

Sale of City Property: Mr. Gibson noted that the advertisements for the sale of the properties did not make the newspapers this week but will be advertised next week.

Ward Ridge Building

David Lane reiterated his interest in purchasing the Ward Ridge Building for a funeral home and asked about the possibility of a 60 – 90 day extension on purchasing the property while feasibility issues are researched.

Paula Pickett asked for clarification of First Right of Refusal, the period of 5 days to determine if conditions of the contract can be met to purchase the building, and a written offer.

Mr. Gibson shared that the Emerald Dance Academy LLC, would have the first option to purchase the building should it be sold. He read verbatim from the Lease Agreement with Emerald Dance Academy "Tenant further understands and agrees that Landlord has marketed and may continue to market the premises for sale. In the event that Landlord receives a bona fide offer to purchase the premises, Tenant shall have the right of first refusal to purchase the property on the terms and conditions set forth in the contract. Tenant shall notify Landlord within five business days of receipt of the contract of its intent to exercise its right of first refusal. In the event that Tenant does not provide such notice, Tenant shall vacate the premises within 90 days."

Commerce Park Lot

Mr. Gibson noted that a written offer of \$45,000 has been received from Franky Williams for the lot. The original purchase price of the property was \$632,700 with a portion of the parcel being given to the Gulf County Association for Retarded Citizens and a smaller section sold to Franky Williams.

A Motion was made by Commissioner Ashbrook, second by Commissioner Thursbay, to have both parcels appraised and turn the sale of the property over to Burke and Company (who is currently handling the sale of other City parcels) for six months. Commissioners Ashbrook, Buzzett, Lowry, and Thursbay voted in favor of the motion and Mayor Patterson voted no. Commissioner Lowry asked for an explanation of the Motion, stated he did not understand the Motion, and asked to revote. In the second vote Commissioners Ashbrook, Buzzett, and Thursbay voted in the affirmative and Mayor Patterson and Commissioner Lowry voted no. The Motion carried 3-2.

Commissioner Lowry stated that he felt the amount of the quote provided by Mr. Williams should not have been revealed as the public would now be aware of his offer. Commissioner Thursbay reiterated that he felt the same way.

CITY MANAGER'S REPORT – Jim Anderson

Old Business

Road Bond Money – Engineering Task Order: A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to approve the Engineering Task Order up to \$96,000. All in favor; Motion carried 5-0.

Propane Gas Vehicles – Mayor Patterson: St. Joe Gas Company representatives Jason Shoaf and Andy Shoaf and I Com representative David Griffin discussed the attributes of Propane Gas compared to petroleum. When purchasing new vehicles in the upcoming budget year, the Commission is considering two Propane vehicles. This item will be on the Agenda for the September 6, 2016, meeting for additional discussion and sharing of information.

2016 / 2017 Budget Update – Mr. Anderson reminded the Commission of the Budget Workshop on Tuesday, April 23, 2016, at Noon. The first Public Hearing for the proposed FY '16 – '17 Budget will be held Wednesday, September 7, 2016, at 5:01 P.M., in the Ward Ridge Building.

New Business

Business License Application – 507 Tenth Street – Whatley Funeral Home:

Chad and Lacy Mack shared their concerns about parking and a structure overlapping their property. The property had been previous used as a funeral home but has been vacant for a number of years.

Casey Whatley, owner of Whatley Funeral Services, noted her concerns about parking and stated that she is working with the owner concerning the parking issue.

Mr. and Mrs. Mack are willing to work with Ms. Whatley to reach a compromise on the issues.

This item was Tabled to allow time for research of the requirements in the LDR.

Fee Waiver Request – Youth Ministries:

A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, to wave the fees to use the Washington Gym on September 22, 2016. All in favor; Motion carried 5-0.

At 7:10 P.M., a recess of 5 minutes was requested.

The meeting resumed at 7:17.

Public Works – John Grantland

Highway 71 and 98 Waterline Replacement Update – Weather conditions this past week prevented the work from being done. Work will resume next week on the project.

Surface Water Plant – Larry McClamma noted that U.S. Tank is cleaning and painting the White City Pneumatic Tank and it will be in by-pass mode for several weeks.

Wastewater Plant – Kevin Pettis

Surplus Property: A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to declare the 1996 F150 Ford Truck, Vin # 1FTDF1727VNC04107, as scrap and remove it from the insurance. All in favor; Motion carried 5-0.

City Engineer - Clay Smallwood, III,

Golf Cart Crossing Update – The permit has been approved, internal paper work from FDOT has been the hold up, and it should arrive in the next week.

Project Updates:

Garrison Avenue Paving – The review has been completed and FDOT has given approval to advertise the work. There are two requirements to be met. The project must be advertised for three weeks and a RFQ for Inspection Services must also be advertised. Dewberry / Preble Rish cannot do the inspections as they are the City's Engineers. A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to advertise the project and the RFQ for Inspection Services. All in favor; Motion carried 5-0.

6th and 7th Streets Drainage – This is still under review.

Frank Pate Park Boat Ramp Improvements – The permit for the project has been submitted to DEP.

Keepers Quarters – Mr. Smallwood anticipates Mr. Creel will inspect the project next week.

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

Police Department – Chief Herring shared that the second printing of "In Port St. Joe We Back the Blue" t-shirts has arrived and are being distributed to the sponsors. Chief Herring thanked the community for their continued support of the Police Department and noted that t-shirts are available in their department. Chief Herring anticipates a third printing of the shirts in a few months.

City Clerk – Charlotte Pierce

Ghosts on the Coast – Monday, October 31, 2016, and Christmas on the Coast – Saturday, December 10, 2016

By consensus, the Commission approved the dates of each event with Ghost on the Coast beginning at 5:30 on Monday, October 31, 2016. Christmas on the Coast will begin with lineup at 5:00 P.M. and the parade at 6 P.M. on Saturday, December 10, 2016.

Citizens to be Heard –

Letha Mathews asked about pipe replacement on Avenues E, F, and G. A final determination has not been made on the CDBG Application but the Commission stated the work will be done whether through the CDBG or some other funding source.

Ms. Mathews requested an update on the apartments. Mayor Patterson noted the closing had taken place earlier today and work should begin in 3 – 4 weeks.

Discussion Items by Commissioners

Neither Commissioners Thursbay, Ashbrook, nor Lowry had anything to discuss.

Commissioner Buzzett noted the need to secure the Centennial Building Grant for improvements to be made to the building. He also congratulated the AAA Fall Baseball All-star Team on their victory in Marianna. The team would like to present their trophy to the City and consensus of the Commission was to display the trophy in the lobby of City Hall for a month.

Mayor Patterson shared a concern of street lights that are out. Mr. Anderson noted those he was referring to are in the county and the person will need to contact the county.

He also noted that the first Port St. Joe High School Football game will be Friday night in Tallahassee and he encouraged the citizens to support the Sharks.

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

Approved this 6th day of September 2016.


James "Bo" Patterson, Mayor

9/9/2016
Date


Charlotte M. Pierce, City Clerk

9/7/16
Date