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**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 4, 2017, 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 Clinton McCahill 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 March 21, 2017. All in favor; Motion carried 5-0.

PORT ST. JOE REDEVELOPMENT AGENCY (PSJRA)

Promenade Lighting Proposal

A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, for the PSJRA to pay for the installation of 4 goose neck lights on the Lighthouse Promenade and for the City to pay the monthly charge of \$175 through October. All in favor; Motion carried 5-0.

CITY ATTORNEY –

Whatley Funeral Home – Update: Attorney McCahill noted that the judge had affirmed the decision of the City Commission.

Ordinance 528 Boat Ramp Fees - 2nd Reading and Consideration of Adoption: A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to have the Second Reading of Ordinance 528. All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 528 by Title.

A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to adopt Ordinance 528. All in favor; Motion carried 5-0.

Dr. Dusty May thanked the Commission for passing Ordinance 528.

Ordinance 530 Capital Improvement Plan Update – 2nd Reading and Consideration of Adoption: A Motion was made by Commissioner Ashbrook, second by Commissioner Thursbay, to read Ordinance 530 by Title. All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 530 by Title.

A Motion was made by Commissioner Ashbrook, second by Commissioner Thursbay, to adopt Ordinance 530. All in favor; Motion carried 5-0.

Ordinance 531 Utility Billing Deposit - 1st Reading and Request to Advertise: A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to have the First Reading of Ordinance 531. Motion carried 3-2. Voting in favor of the Motion were Commissioners Ashbrook, Buzzett, and Lowry. Voting against were Mayor Patterson and Commissioner Thursbay.

A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to advertise Ordinance 531. All in favor; Motion carried 5-0.

CITY MANAGER'S REPORT – Jim Anderson

Old Business

Utility Billing Write-Off Policy – Commissioner Thursbay: A discussion was held concerning the policy. Commissioner Buzzett noted a recent issue where a private entity stated they did not have any leaks but requested an adjustment to their bill. He asked if the entity would be covered by the new policy to which the Commissioners responded “Yes.” Motion carried 4-1. Voting in favor of the Motion were Mayor Patterson, Commissioners Ashbrook, Lowry, and Thursbay. Voting against the Motion was Commissioner Buzzett. The word “leaks” was changed to “usage” and three times the six months average was included in the Policy.

Commerce Park Lot Utilities – Staff is working to have this resolved so the lot can be sold.

Grant Writer Position – Commissioner Ashbrook: After discussion, it was determined to have a Workshop to establish a salary and work hours for the position. The Commission would like to have the employee on board in October.

New Business

RFP 2017-03 FRDAP Grant Playground Equipment – A Motion was made by Commissioner Thursbay, second by Commissioner Lowry, to approve the Bid of True North Recreation Inc., in the amount of \$38,789.49 and take \$5,000 from BP Funds to provide for the fall zone of the playground equipment. All in favor; Motion carried 5-0.

Concerts in the Park – Staff was instructed to require a \$100 deposit for events in the park. If the area is cleaned and there is no damage, the deposit will be returned.

Community Rating System – Commissioner Lowry: A Motion was made by Commissioner Lowry, second by Commissioner Thursbay, to work with Gulf County on this. All in favor; Motion carried 5-0. Beginning in 2018, new Flood Maps will be in effect for the City and by partnering with the County this should offer a reduction in cost of Flood Insurance for City residents.

Lights on Mimosa – Commissioner Ashbrook: Staff will contact Duke Energy for an evaluation of the area.

Curb at Reid and First Street – Commissioner Ashbrook: John Grantland was asked to review this area to see what could be done.

Proposed Legislative Bills – Commissioner Ashbrook: A Motion was made by Commissioner Ashbrook, second by Commissioner Thursbay, to adopt a Resolution opposing HB 17 and SB 1158 which preempts local business regulations, prohibits local government from imposing or adopting any new regulations on businesses unless expressly authorized by the Legislature. All in favor; Motion carried 5-0.

Fishing Regulations – Commissioner Thursbay: A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to provide a Letter of Local Support for US HB 200 which involves local fishermen. All in favor; Motion carried 5-0.

Gateway Manor – Today Mr. Anderson received a request from the PACES Foundation to add 30 Units for Senior Citizens to their project. A Development Order was granted for 50 units previously. This request does not guarantee a Development Order or obligate the City. A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, for the City to sign a letter to be used to secure additional funding for the project. Attorney McCahill will review the request before a letter is given. All in favor; Motion carried 5-0.

513 Woodward Avenue: Block 33 Lot 13 – Residential Use in Commercial District: Staff was instructed to create an Ordinance that corrects the issue and grandfather in the two houses that are effected by the current C1A Zoning.

Public Works – John Grantland

Spinnaker Drive Sewer Extension – The Commission approved City Employees installing this extension as funds are being provided by a property owner.

City Pier Repair - The Gazebo was damaged by a January storm and approval was given for Staff to have plans drawn up to go out for bid on the repairs.

Sick Leave Pool – Request to Activate: A Motion was made by Commissioner Thursbay, second by Commissioner Lowry, to activate the Sick Leave Pool to help a Public Works Employee that is out due to Medical reasons. All in favor; Motion carried 5-0.

Surface Water Plant – Larry McClamma

RFP 2017-04 Tank Lid Repair - The bid received was steep and over the budgeted amount. Consensus was given for Mr. McClamma to advertise to replace the lid rather than repair it.

Wastewater Plant – Kevin Pettis

Well Abandonment – Request to Bid: A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to backfill a formerly used 10" Primary line that is 630' deep. Funds for the abandonment are in the budget. All in favor; Motion carried 5-0.

A Sonic Disrupter that is being repaired should be back tomorrow.

Financial Analyst – Mike Lacour shared the STAC House will be opening on June 1st this year.

City Engineer – Clay Smallwood, III

Project Updates -

Frank Pate Park Boat Ramp Improvements – Construction has started on the project.

Long Avenue – Project Plans have been given to John Grantland.

Jones Homestead Sewer – Dewberry / Preble Rish is working on the Task Order.

Code Enforcement –

General Update – Mr. Burkett's report was reviewed, no action was required.

Police Department – Chief Matt Herring did not have anything to report.

City Clerk – Charlotte Pierce

Canvassing Board Membership – Commissioner Buzzett volunteered to serve with Clerk Pierce on the Canvassing Board for the upcoming election on May 9, 2017.

Citizens to be Heard –

Chester Davis, representing the NPSJ PAC, shared they are inviting Gateway Manor to their April 22, 2017, meeting at 11:00 A.M., to review the application being provided by Gateway Manor to potential clients. He encouraged the Commissioners to join them also. Mr. Davis also encouraged the Commissioners to request an Amnesty Day as previously two per year were allowed.

Discussion Items by Commissioners

Commissioner Thursbay announced that he is seeking re-election to the Group I seat that he currently holds. He thanked the citizens for their previous support, stated he enjoys the job, puts his heart and soul into it, and asked for the continued support of the community.

Commissioner Ashbrook also announced that he is seeking re-election to the Group II seat that he currently holds. He shared it has been a great experience, it changes you as a person, that he tries to do for the majority of the citizens, and he hopes to be able to continue serving.

Commissioner Lowry noted there are 25 happy Pickle Ball players and lines will be painted on the court near Capital City Bank later this week.

Commissioner Buzzett shared his concerns about utility service companies being in town, working on City property, and not notifying the City of their work. He requested that a Utility Permit Application be drafted to eliminate these issues.

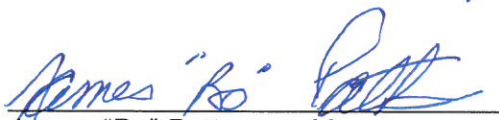
He also asked if the Commission would be supportive of renovation work for the Centennial Building. Commissioners Lowry and Ashbrook offered suggestions for funding and their support.

Mayor Patterson asked about the CDBG funding, and the \$80,000 provided by the Northwest Florida Water Management District. He also expressed his concerns about 38 street lights being out in the City and the slowness in which Duke Energy repairs them. The Mayor asked that pavers in front of Bay Breeze Antique Shop on Reid Avenue be checked as some of the pavers are sticking up and causing problems. He also requested the City's two tents be available for the Street Dance on July 3, 2017.

The mayor shared this was his fourth time seeking election and was the first time he has been unopposed. Mayor Patterson noted he is humbled that there was no opposition and is looking forward to serving the next two years.

A Motion was made by Commissioner Ashbrook, second by Commissioner Thursbay, to adjourn the Meeting at 7:20 P.M.

Approved this 18th day of April 2017.


James "Bo" Patterson, Mayor

4/19/2017
Date


Charlotte M. Pierce, City Clerk

4/19/2017
Date