

August 1, 2017  
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  
Brett Lowry, 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 August 1, 2017

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## Call to Order

## Consent Agenda

### Minutes

- Regular Commission Meeting 7/18/17
- Workshop Meeting 7/18/17

Pages 1-3

Page 4

### PSJRA

- Update

### City Attorney

- Easements- Wimico Timber

## Old Business

- Commerce Park Lot Utilities – Update
- 10<sup>th</sup> Street Park- Mayor Patterson
- Entryway Door
- 2017-2018 Budget- Update

## New Business

- Outdoor Entertainment- Randy Carver
- Healthcare Trust- Comm. Buzzett
- Commission Meeting Schedule for August

Pages 5-7

### Public Works

- Update

### Surface Water Plant

- Update

### Waste Water Plant

- Update

### Finance Director

- Update

### City Engineer

- Projects Update
  - Frank Pate Park Boat Ramp Improvements
  - Long Avenue Water/Sewer/Road Paving
  - Jones Homestead Sewer

### Code Enforcement

- Update

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**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, July 18, 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.

The Meeting began at 6:07 P.M., due to the 5:30 Workshop on the Lighthouse Keepers' Quarters.

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Ashbrook, second by Commissioner Thursbay, to approve the Minutes of the Special Meeting of July 6, 2017, and the Human Resource Committee Meeting also on July 6, 2017. All in favor; Motion carried 5-0.

Mayor Patterson clarified his comments at the last meeting, with the correction of removing "and not baseball fields."

**PORT ST. JOE REDEVELOPMENT AGENCY (PSJRA) Bill Kennedy –**

Mr. Kennedy shared that the repairs to the Cape San Blas Lighthouse Keepers Quarters' are coming along well, but he is not sure how much money will be left to complete the repairs and make improvements to the interior of Eglin. Work has begun on the gateway arch on 4<sup>th</sup> Street and he anticipates concrete will be poured on Thursday.

Commissioner Thursbay stated that if additional money is needed to complete the Lighthouse project, to bring the request to the Commission.

Mayor Patterson noted that the PSJRA had given \$20,000 to the NPSJ PAC for a study for the rezoning of MLK Boulevard.

**CITY ATTORNEY**

*Medical Marijuana Update* – Attorney McCahill reminded the Commission that the Moratorium they established on February 7, 2017, expires on October 7, 2017, and a Workshop needs to be held on this.

Commissioner Ashbrook will contact Representative Halsey Beshears to present an update on this issue.

*Ordinance 534 Parking; 2<sup>nd</sup> Reading and Consideration of Adoption –*

Mayor Patterson asked if anyone from the public would like to speak on this issue. No one asked to speak.

Mayor Patterson voiced his frustration with employees parking on Reid Avenue. A letter from Mayor Patterson was delivered last week to each business on Reid Avenue asking that employees park on side streets or in other areas. He feels that employees have disregarded the request and that more are parking on Reid than before.

Commissioner Thursbay stated that he would like to personally visit each business on Monday and Tuesday of next week to see what can be done to resolve this issue.

A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to have the Second Reading and adoption of Ordinance 534. All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 534.



*Lighthouse Keepers' Quarters Lease Agreements* – This was discussed in the Workshop held prior to today's meeting. Commissioner Thursbay asked that the City establish the utilities for Eglin in the City's name until a lease is completed. This will allow the renovation work to continue.

*Training Conference* – Attorney McCahill requested that he be allowed to attend the Florida Municipal Attorneys Association Seminar July 27 – 29, 2017, in St. Petersburg. A Motion was made by Commissioner Buzzett, second by Commissioner Lowry, for him to attend and be compensated as allowed by state statute. All in favor; Motion carried 5-0.

*Resolution 2017-10 Impact Fees* – Attorney McCahill read Resolution 2017-10. A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to adopt Resolution 2017-10. All in favor; Motion carried 5-0.

*Easements – Wimico Timber:* Attorney McCahill is reviewing the documents provided by the timber company and will have something for the Commission at the next meeting.

Consensus of the Commission was that log trucks are driving over the bulkhead; possibly jeopardizing the City's water source, and whatever measures are needed to protect the water supply will be taken.

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

### **Old Business**

*Commerce Park Lot Utilities Update* - As of today, Attorney McCahill has not received the Abandonment Easement. Due to the increased cost to make the lot available for sale, consensus of the Commission was to contact the real estate broker to request earnest money to help offset the expenses if the lot sale doesn't close.

*2017 – 2018 Budget Update* – The first Budget Workshop has been scheduled for Noon on Tuesday, August 8, 2017 at City Hall. Mr. Anderson encouraged Commissioners to stop by City Hall and go over the budget with City Staff.

### **New Business**

*CDBG Grant Request to Bid Waterline Replacement Project* – A Motion was made by Commissioner Thursbay, second by Commissioner Lowry, to advertise for bids on the project. All in favor; Motion carried 5-0.

**Public Works – John Grantland** did not have anything to discuss.

**Surface Water Plant – Larry McClamma** noted the lid for the St. Joe Beach Tank has been ordered and should be here in about 8 weeks.

**Wastewater Plant – Kevin Pettis** did not have anything new to report.

**Finance Director – Mike Lacour** shared that he is working on the FY '16 –'17 Budget; June Financials have been provided, and renewal notices are being sent for Frank Pate Park Boat Ramp Permits.

### **City Engineer – Clay Smallwood, III**

Project Updates -

*Frank Pate Park Boat Ramp Improvements* – Weather is dictating the work that is being done on the project, progress is being made.

*Long Avenue* – There were no new updates on this project.

*Jones Homestead Sewer* – There was nothing new to update on this.

### **Code Enforcement –**

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

**Police Department – Chief Matt Herring** shared that they will be taking the Cadets to the Gulf Coast State College, North Bay Campus, in Southport for training this Saturday. Eight Cadets will be added to the unit, four slots have been filled, and Chief Herring encouraged anyone interested in the program to apply. Cadets should be between the ages of 13 – 17, interested in Public Safety, and willing to volunteer for service to their community.

**City Clerk – Charlotte Pierce** did not have anything to discuss.

**Citizens to be Heard –**

Chester Davis noted they had a successful Juneteenth Celebration and thanked the City for their help with the project. He requested that future Juneteenth Celebrations be added to the City's yearly calendar, thanked the PSJRA for the \$20,000 to help fund the rezoning study of MLK Boulevard, and shared that the Big Bend CDC will be here on August 26, 2017, from 10 A.M. until 1 P.M. to view the community.

**Discussion Items by Commissioners**

Commissioner Buzzett reminded the Commissioners that the request to extend the PSJRA until 2020 needs to be acted on. He will get with Mr. Kennedy on this. Currently the NPSJ CRA Boundary is \$3,172,153 in the hole and if the PSJRA sunsets, there will be no funding for any projects.

Commissioner Buzzett also recognized Jason Shoaf and his recent appointment to Triumph Gulf Coast Inc. Mr. Shoaf noted that he is honored to serve on this committee and offered his assistance to the Commission. Applications may be submitted for matching funding to diversify the local economy and encouraged the City to apply for help with infrastructure as new businesses will be in need of services. He should have information on the application process in the next few weeks.

Commissioner Lowry has received calls concerning the lack of garbage pickup by Waste Pro. Mr. Anderson will get with Ralph Mills of Waste Pro on this issue.

Commissioner Ashbrook shared that he has also been receiving calls about the lack of garbage pickup.

Commissioner Thursbay complimented Letha Mathews on her attendance at Commission meetings, noted that he appreciates all she does for the community, and acknowledged that she has just had a birthday. He also expressed his appreciation to John and Carlene Parker for their involvement with the Farmer's Market and what they do for the community.

Mayor Patterson did not have anything else to discuss.

A Motion was made by Commissioner Ashbrook, second by Commissioner Thursbay, to adjourn the Meeting at 6:55 P.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

\_\_\_\_\_  
James "Bo" Patterson, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Charlotte M. Pierce, City Clerk

\_\_\_\_\_  
Date



**MINUTES OF THE WORKSHOP MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA HELD AT 2775 GARRISON AVENUE, July 18, 2017, AT 5:30 P.M.**

The following were present: Mayor Patterson, Commissioners Ashbrook, Buzzett, Lowry, and Thursbay. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Clinton McCahill were also present.

The purpose of the Workshop was to discuss occupancy of the Lighthouse Keepers' Quarters, Eglin.

Attorney McCahill passed out informational packets to the Commission.

Linda Graham Wood, Secretary of the St. Joseph Historical Society, Inc., (SJHSI) and Director of Operations for the Sleeping Beauty Gift Shop spoke on behalf of the SJHSI. Ms. Wood noted the past efforts of the SJHSI to preserve and restore the CSB Lighthouse Complex. She requested that the SJHSI be allowed to carry out their mission of displaying the 3<sup>rd</sup> Order By-Valve Fresnel Lens and establishing a Maritime Museum in Eglin, thus keep promises that were made when seeking financial support for the project, and receiving the property from the US Government. She also noted that utilities and insurance have been paid for by the SJHSI since relocating the structures to town.

Commissioner Buzzett complimented Ms. Wood and the historical society for their efforts to preserve the Cape San Blas facility and thanked them for their work through the years on the project.

Commissioner Lowry also shared of his work on the Cape San Blas Complex while it was at the cape and thanked the society for their accomplishments in preservation.

Jessica Swindall, representing the Florida Coastal Conservancy, spoke on behalf of the Turtle Group and asked to have the Eglin Keepers' Quarters for use by their group.

After discussion, the Commission requested that the two entities meet to see what could be worked out for both groups.

Mayor Patterson adjourned the meeting at 6:02 P.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

\_\_\_\_\_  
James "Bo" Patterson, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Charlotte M. Pierce, City Clerk

\_\_\_\_\_  
Date

### **Sec. 3.06 Same--District R-4**

- (a) This District shall only be available for parcels of land north of Tapper Bridge and south of the intersection of Government lot 2, Section 27, Township 7 South, Range 11 West of the eastern right-of-way line of US 98 highway.
- (b) Uses permitted. Any use permitted in any other residential district.
- (c) No more than thirty (30) units per acre shall be allowed in this district and intensity of no more than 80 percent lot coverage shall be allowed.
- (d) Building height limit: No building hereafter erected or structurally altered shall exceed 60 feet in height.

### **Sec. 3.07. Commercial districts--Generally.**

There shall be three subdistricts within the commercial districts identified on the future land use map and city zoning map.

- (1) Subdistrict C-1A, shall be comprised of: The portion of the city shown as C-1A on the city zoning map.
- (2) Subdistrict C-1 shall be described as: The portion of the city shown as C-1 on the city zoning map.
- (3) Subdistrict C-2 shall be described as: The portion of the city shown as C-2 on the city zoning map.

Lot coverage in all of the commercial districts in the future land use map shall be not more than 90 percent, except in the Central Business District (Blocks 2, 3, 7, 8, 14, 15, 22 and 23) where it may be 100 percent. Lot coverage in Low Intensity Commercial districts in the future land use map shall be not more than 60 percent.

Building height limit: No building hereafter erected or structurally altered shall exceed 60 feet in height,

Parking lots, whether or not owned by the city shall be allowed within any commercial district within the city.

### **Sec. 3.08. Same--C-1A district.**

The following regulation shall apply in the C-1A commercial district.

- (1) Uses permitted:
  - a. Uses permitted in the district shall be limited exclusively to retail stores, personal service establishments or businesses, professional offices, banks, savings and loan associations, barbershops or beauty parlors, catering establishments, laundry and cleaning pickup stations, electric appliance shops, florist shops, photographers' studios, real estate offices, parking garages and/or lots, department stores and drugstores.
  - b. Automobile courts (motels).
  - c. Restaurants.
  - d. Hotels.



e. Gasoline storage tanks for retail distribution.

f. Veterinary clinics.

(2) Prohibited: Industrial establishments and establishments using mechanical equipment to produce a product, funeral homes, commercial amusements other than movie theaters, mechanical garages, junk dealers, automobile wrecking, mechanical garages, or any business where the materials sold are not housed within a building, are specifically prohibited from this district.

(3) Building height limit: No building hereafter erected or structurally altered shall exceed 60 feet in height.

(4) Floor area required: Hotels, auto courts, motels and restaurants shall be subject to all the rules of the state hotel commission.

(5) Building site area required: No minimum requirements, except that in no case shall the site have less than 18 feet frontage on the street.

(6) Front yard required: None.

(7) Side yard required: No side yard required for commercial buildings.

(8) Rear yard required: There shall be a rear yard not less than ten feet in depth, measured from the edge of the service alley.

(9) Tank regulation: No gasoline tank may be placed above the ground in this zone. Tanks above ground for any other use may not exceed 300 gallons and shall be set back from front property line at least 25 feet.

### **Sec. 3.09. Same--C-1 district.**

The following regulations apply in C-1 commercial district:

(1) Uses permitted:

a. Any use permitted in C-1A district.

b. Trade service establishments, self-service laundries, shops for the sale and repair of batteries, radios, bicycles, guns, shoes, tires, typewriters, watches and jewelry and other mechanisms, bakeries, painters, paper hangers, plumbers, addressing and mailing, advertising and distributing, multi-graphing, printing and laboratories.

c. Vocational schools, including trade, secretarial, art, professional, music, dancing and dramatic schools.

d. Commercial amusements, games and sports.

e. Funeral homes.

f. Restaurants, automobile sales rooms and used car sales lots.

g. Churches. Section 6-3 of Chapter 6 of the Code of Ordinances of the City of Port St. Joe shall have no application to a church located in a commercial or mixed use area.

(2) Prohibited: Industrial establishments, lumber yards, junk dealers, automobile wrecking or any business where materials sold are not housed within a building, and not mechanical garages, except when operated in conjunction with automobile sales

"land" shall be discontinued and all material completely removed by its owner not later than one year from the date of the passage of this Code.

(c) Nothing in this Code shall be taken to prevent the restoration of a building destroyed by fire, explosion or other casualty, or act of God, or the public enemy, nor the continued occupancy or use of such portion of any building remaining habitable after such destruction. In order to rebuild pursuant to this provision, construction of any replacement building must begin within 180 days of destruction and be completed within the life of the building permit, including any approved extensions. Any construction pursuant to this section shall comply with any building codes in effect at the time of application for a building permit.

### **Sec. 3.21. Prohibited uses.**

The following uses are prohibited within the C-1 and C-2 commercial districts, and also prohibited within 2500 feet of U.S. Highway 98 located within the city.

(1) Water parks, go-carts (or other vehicle racing tracks or courses), arcades, amusement parks, miniature golf courses, batting cages, or any other project which is primarily used for the purpose of outdoor entertainment (not including public and private golf courses).

(2) Any imitation or natural or man-made features including, but not limited to, mountains, volcanoes, gorges, animals, dinosaurs, windmills, oil derrick, airplanes, or any other artificial depiction.

(3) To the greatest extent allowed under state law, any temporary building or modular or mobile home type building. Notwithstanding the foregoing a construction trailer or similar temporary building may be allowed during actual construction of any development authorized by the land development regulations of the city.

### **Sec. 3.22. Density bonuses for affordable housing.**

The purpose of this section is to establish the guidelines and criteria for a voluntary housing assistance program(s) as required by Objective 1.9 of the Housing Element of the Port St. Joe Comprehensive Plan, and to provide incentives for future housing developments to contribute to providing owner occupied housing or rental housing that is affordable to very low, low and moderate income households within the City of Port St. Joe.

### **Sec. 3.23. Same—Density Bonuses.**

(1) Residential developments that contain inclusionary units may utilize the following density bonus units for each inclusionary unit provided as different household income levels:

(a) A very low income household unit qualifies the developer for five (5) bonus market rate units until a maximum of one hundred (100) percent increase over current land use plan designation is achieved through the additional market rate units and inclusionary units

(b) A low income household unit qualifies the developer for three (3) bonus market rate units until a maximum of fifty (50) percent increase over current land use plan designation is achieved through the additional market rate units and inclusionary units.

(c) A moderate income household unit qualifies the developer for one (1) bonus market rate unit until a maximum of fifty (50) percent increase over current land use plan designation is achieved through the additional market rate units and

**Code Enforcement 2017 Activity  
As of 7/27/2017**

	Open		Closed		Total		Increase
Unlawful							
Accumulation	92		175		267		28
Substandard							
Structure	12		6		18		1
Abandoned							
Vechicle	4		1		5		
Unlawful							
Sewer							
Land regulation							
Violation	1		3		4		1
Business Lic.							
Violation	0						
Special Master							
Hearings							
Building							
Demolition	4		4		8		
Waste							
Violation	36		154		190		9
Sign							
Violation			81		81		4
Total	149	Total	424	Total	573	Total	43