

November 7, 2017  
Regular 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 November 7, 2017

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## Call to Order

### Consent Agenda

#### Minutes

- Regular Commission Meeting 10/17/17 Pages 1-3
- Workshop Meeting 10/24/17 Pages 4-5

#### PSJRA

- MLK & Ave C Sidewalks

#### City Attorney

- Ord. 539, AD Valorem Taxes Page 6
  - Public Hearing
  - 3<sup>rd</sup> Reading & Consideration of Adoption
- Ord. 540, 2017-2018 Budget Pages 7-8
  - Public Hearing
  - 3<sup>rd</sup> Reading & Consideration of Adoption
- Ord. 544 Parcel #04939-000R, 208 7<sup>th</sup> Street- Residential in a C-1 District Pages 9-11
  - Public Hearing
  - 1<sup>st</sup> Reading & Request to Advertise

### Old Business

- Triumph Fund Application Page 12
- Lighting Donation

### New Business

- CATF Membership Page 13
- Gulf Aire Sewer Discussion
- Jones Homestead Sewer Impact Fees
- RFQ 2017-02, Professional Planning Services (Handout)
- Core Park Rentals- Comm. Ashbrook

#### Public Works

- 16<sup>th</sup> Street Lift Station Repair Pages 14-16
- Holiday Lighting Pages 17-20
- Vehicle & Equipment Purchase Pages 21-23
- RFP 2017-14, Water Bore Re-Advertisement (Handout)

#### Surface Water Plant

- RFP 2017-15, Clarifiers 3&4 Renovation
- Request to Bid Filters

**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

**Page 24**

**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, October 17, 2017, AT 6:00 P.M.**

The following were present: Mayor Patterson, Commissioners Ashbrook, and Buzzett. City Manager Jim Anderson, City Clerk Charlotte Pierce, and Attorney Clinton McCahill were also present. Commissioner Lowry was on vacation and Commissioner Thursbay was absent due to medical reasons.

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to approve the Minutes of the Regular Commission Meeting of October 3, 2017, and the Workshop Meeting of October 5, 2017. All in favor; Motion carried 3-0.

**Triumph Fund Update – Warren Yeager** updated the Commission on the anticipated EDC funds from the oil spill. Applications are due by November 15, 2017, for funding consideration. The Gulf County Board of County Commissioners voted earlier today to support Floating Docks for the Port and anticipate that to cost around \$20,000,000. Mr. Yeager encouraged the Commissioners to work with elected officials on these endeavors and suggested that a Letter of Support would be appreciated.

Commissioner Buzzett shared that he felt the City should have a representative at the table as the Port property is in the City Limits and will impact the City's utilities.

**PORT ST. JOE REDEVELOPMENT AGENCY (PSJRA)** There were no updates from the PSJRA.

**CITY ATTORNEY** – Attorney McCahill did not have anything new for the Commission.

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

**Old Business**

*Workshop October 24, 2017 at 12 Noon - Long Avenue and Water Meters*

Mr. Anderson reminded the Commissioners of the upcoming Workshop on October 24, 2017, at Noon.

*PDRB Membership*

After reviewing the PDRB Membership attendance, a Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to approve the current members, Jay Rish, Rawlis Leslie, and Minnie Likely for an additional 3 year term, remove Mr. Campbell from the Committee due to his living out of town, add James Sickels for a three year term, and readvertise for PDRB Membership. All in favor; Motion carried 3-0. A Public Notice was advertised in the Star for membership on the PDRB. Mr. Sickels submitted an application and Letha Mathews provided an application for a County Board. The application was returned to her, she indicated that she would submit a City application for PDRB Membership, but failed to do so by the deadline of October 13, 2107.

**New Business**

*New CDBG Grant Cycle and CATF Membership – Bruce Ballister* advised the Commissioners of an upcoming grant cycle and noted that sewer projects score better than water projects. A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, for Mr. Ballister to proceed with initial work on a sewer grant to complete areas in North Port St. Joe that need upgrades. Mr. Ballister noted that the current CATF Membership was acceptable to begin the grant project.

Mr. Anderson shared there had been a Pre-Construction meeting earlier today on the CDBG North Port St. Joe Water Improvements Grant and work will begin Monday on this project.

*Zoning of Parcel #04939-000R, 208 7<sup>th</sup> Street:* A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to have the City Attorney prepare an Ordinance allowing the Parcel zoned as C-1 continue as a residence. All in favor; Motion carried 3-0.

*2018 – 2019 Legislative Budget Request:* Mr. Anderson reminded the Commission that it is time to begin thinking about the requests to be made for the City this year. A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to make the Long Avenue Project the priority for this year's request. All in favor; Motion carried 3-0.

**Value Adjustment Board (VAB) Update** – Mr. Anderson shared that the VAB had met and concessions had been granted to the Joe Company. This will impact the City by a shortage of \$23,194. Mr. Anderson's recommendation is to keep our Millage the same and find ways to save the shortfall in the General Fund. A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to follow Staff's recommendation. All in favor; Motion carried 3-0.

**Public Works – John Grantland** was absent.

*RFP 2017-13 and RFP 2017-14, Alternate A and B Waterline Replacement Bids* - Mr. Anderson shared that Bids had been received for these projects. Two bids were received for RFP 2017-13 and only one bid was received for RFP 2017-14.

*RFP 2017-13:* A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to approve awarding RFP 2017-13 to Lanier Municipal Supply in the amount of \$27,214.33 pending approval of the Northwest FL Water Management District. All in favor; Motion carried 3-0.

*RFP 2017-14:* Due to only one bid being received, this will need to be readvertised. A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to rebid this project. All in favor; Motion carried 3-0.

**Surface Water Plant – Larry McClamma**

*RFP 2017-15, Clarifiers 3 and 4 Renovation (Handout):* Mr. McClamma shared that the low bidder did not account for the full scope of the bid and recommended that the second bid provided by Shelco of Dothan be considered. Mr. McClamma had checked references on Shelco Painting and found it to be a reputable company. A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to award the bid to Shelco Painting in the amount of \$132,050. All in favor; Motion carried 3-0.

**Wastewater Plant – Kevin Pettis** noted he had three pumps down, and the Grit Kings Pump will be in tomorrow. Mr. Pettis has funds in his budget specifically for repairs.

**Finance Director – Mike Lacour** noted he is in the end of year budget process, auditors will be in next week and he is working on the new Fiscal Year.

**City Engineer – Clay Smallwood, III**

Project Updates -

*Frank Pate Park Boat Ramp Improvements* – To complete the project, the boat ramp will need to be closed for approximately three weeks. Work will begin on October 30, 2017, and be completed by Thanksgiving. Commissioner Ashbrook requested that a notice be sent to the paper making people aware of the shutdown and that both sides of the boat ramp will be closed.

*Long Avenue Water / Sewer / Road Paving* – There is a Workshop on this Tuesday, October 24, 2017, at Noon at the Ward Ridge Building.

*Jones Homestead Sewer* – Staff is currently working on a letter to be sent to home owners in the grant area.

**Code Enforcement**

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

**Police Department – Sgt. Jake Richards**

*Dispatch Contract Renewal* – A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to approve the contract in the amount of \$71,000. There is an increase of \$5,000 which was budgeted for computer upgrades. All in favor, Motion carried 3-0.

Mayor Patterson asked that Chief Herring contact FDOT about the First Street Intersection.

**City Clerk – Charlotte Pierce**

*Code Red Contract Renewal* – A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to approve the contract in the amount of \$5,000. This is an upgrade in services at no additional cost. All in favor; Motion carried 3-0.

**Citizens to be Heard –**

*Chester Davis* shared that he had spoken with Triumph Board members about being considered as a separate entity when applying for funds from their Board.

**Discussion Items by Commissioners**

Neither *Commissioners Ashbrook, Buzzett, nor Mayor Patterson* had anything further to discuss.

A Motion was made by Commissioner Ashbrook, second by Commission Buzzett, to adjourn the meeting at 6:40 P.M.

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

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date



**MINUTES OF THE LONG AVENUE PROJECT AND WATER METERS  
WORKSHOP FOR THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF  
PORT ST. JOE FLORIDA HELD AT 2775 GARRISON AVENUE, October 24, 2017,  
12 O'clock Noon**

The following were present: Mayor Patterson, Commissioners Ashbrook, Buzzett, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, Attorney Clinton McCahill, Financial Analyst Mike Lacour, and Public Works Director John Grantland were also present. Commissioner Thursbay was absent.

The purpose of the Workshop was to provide a discussion on the Long Avenue Project and Water Meters.

**Long Avenue**

Mr. Anderson noted there is \$1,000,000 in Road Bond Money available for this project. \$92,000 is available for Engineering and a Task Order has been given to Dewberry / Preble-Rish.

Mike Lacour shared there is \$1,050,000 available in the 2017 – 2018 Budget.

Clay Smallwood advised that, based on the video made of the line, point repairs and lateral repairs would also be needed. Sewer replacement would be recommended for First Street to Nineteenth Street, lateral replacements from Nineteenth Street to Twenty-Second Street, and complete replacement would best serve the City.

Commissioner Buzzett reminded the Commission that Triumph funds would not be available for this project.

Commissioner Lowery has spoken with Representative Beshears and he wants to help with funding to fully replace the project area.

**Water Meters**

Mr. Anderson shared that the current Water Meters are over 10 years old, system wide there are 4,051 residential customers and 1,729 of those are in the City. John Grantland gave an overview of the current meters, showing the register portion of the meter, and explained the upgrades that have been made to the current meters.

Consensus of the Commission is for Mr. Grantland to contact the current representative and see what they could work out with the City.

**Citizens to be Heard**

No one wished to address the Commission.

**Discussion Items by Commissioners**

Neither Mayor Patterson, Commissioners Ashbrook, nor Buzzett had anything to discuss.

Commissioner Lowry advised the Commission that the Gulf County Board of County Commissioners is willing to commit \$300,000 in RESTORE Funds to the City for a down payment on the Gulf Aire Sewer System. He asked that a letter be sent requesting the funds. Commissioner Lowery noted this does not obligate the City in anyway but is a request for the funds.

Commissioners Ashbrook and Buzzett said they were willing to consider the purchase if there is a good return on the investment and that it must be a good deal for the City. An appraisal of the system needs to be done and the price requested for the system provided.

Commissioner Lowery also noted the need for work to be done on the First Street Lift Station and ask that this be looked at.

Clerk Pierce asked for direction concerning membership on City appointed Boards. Several years ago, Commissioners directed that volunteers only serve on one City Board. A current volunteer is asking for

membership on an additional Board. It is still the desire of the Commission for no volunteer to server on more than one Board. Membership and quorums were also discussed.

A Motion was made by Commissioner Lowry, second by Commissioner Buzzett, to adjourn the Workshop at 12:43 P.M.

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

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date



ORDINANCE NO. 539

**AN ORDINANCE OF THE CITY OF PORT ST. JOE, FLORIDA  
LEVYING THE AD VALOREM PROPERTY TAX MILLAGE RATE  
FOR MUNICIPAL PURPOSES ON ALL TAXABLE PROPERTY  
WITHIN THE CITY FOR THE FISCAL YEAR BEGINNING OCTOBER  
1, 2017 AND ENDING SEPTEMBER 30, 2018, STATING THE  
PERCENTAGE BY WHICH THE MILLAGE LEVIED IS 3.62% MORE  
THAN THE ROLLED-BACK RATE; AND, PROVIDING AN  
EFFECTIVE DATE.**

**Whereas**, Florida law requires the City Commission of the City of Port St. Joe, Florida, to pass an ordinance or resolution levying the millage rate for ad Valorem property taxes for municipal purposes on all taxable property within the City limits of the City of Port St. Joe, Florida, for the fiscal year beginning October 1, 2017 and ending September 30, 2018.

**Whereas**, Florida law requires said ordinance or resolution to state the millage rate to be levied, and also to state the percentage by which the millage rate is greater, equal to or less than the rolled-back rate as computed pursuant to Florida law; and

**Whereas**, the City Commission of the City of Port St. Joe, Florida has duly considered the budgetary requirements of the City, has adopted a tentative budget for the fiscal year beginning October 1, 2017, and ending September 30, 2018, based on a millage rate of 3.5914 mills on the taxable property within the City; and has acted in accordance with the terms, provisions, and procedures contained in Section 200.065, Florida Statutes;

Now, therefore, be it enacted by the People of the City of Port St. Joe, Florida in special session assembled; that:

1. The Ad Valorem property tax millage rate for municipal purposes to be levied on the taxable property within the City limits of the City of Port St. Joe, Florida, during the fiscal year beginning October 1, 2017, and ending September 30, 2018, is hereby set at the rate of 3.5914 mills.
2. The percentage by which this millage rate to be levied is less than the rolled-back rate of 3.4661 mills (computed pursuant to Florida law) is 3.62%.
3. This ordinance shall be effective October 1, 2017.

**DULY PASSED AND ADOPTED** by the Board of City Commissioners of Port St. Joe, Florida this 7th day of November 2017.

**THE CITY OF PORT ST. JOE**

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James "Bo" Patterson, Mayor

Attest:

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Charlotte M. Pierce, City Clerk

**ORDINANCE NO. 540**

**AN ORDINANCE OF THE CITY OF PORT ST. JOE,  
FLORIDA, ADOPTING THE TENTATIVE BUDGET  
FOR FISCAL YEAR 2017/2018 AS THE FINAL  
BUDGET OF THE CITY OF PORT ST. JOE, FLORIDA  
FOR FISCAL YEAR 2017/2018 AND PROVIDING FOR  
AN EFFECTIVE DATE.**

**WHEREAS,** The Board of City Commissioners of Port St. Joe, Florida (the “Board”) has held two public hearings in accordance with 200.065, Florida Statutes, being on September 14, 2017 and September 26, 2017, and

**WHEREAS,** the Board, after due consideration, has determined to adopt the amended tentative budget for Fiscal Year 2017/2018, a summary of said final budget being attached hereto as Exhibit A and incorporated herein by reference.

**NOW, THEREFORE BE IT ENACTED** by the People of the of the City of Port St. Joe, Florida, that the tentative budget for Fiscal Year 2017/2018, a summary statement thereof said final budget being attached hereto as Exhibit A and incorporated herein by reference, is adopted as the final budget for the Fiscal Year 2017/2018.

**EFFECTIVE DATE:** The effective date of this ordinance is October 1, 2017.

**DULY PASSED AND ADOPTED** by the Board of City Commissioners of Port St. Joe, Florida this 7th day of November 2017.

**THE CITY OF PORT ST. JOE**

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James “Bo” Patterson, Mayor

ATTEST:

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Charlotte Pierce, City Clerk

**BUDGET SUMMARY**  
**CITY OF PORT ST. JOE - FISCAL YEAR 2017-2018**

Millage Per \$1.000  
**General Fund 3.5914**

	GENERAL FUND	WATER FUND	SOLID WASTE FUND	WASTEWATER FUND	TOTAL ALL FUNDS
CASH BALANCES BROUGHT FORWARD	\$1,409,361	\$100,000	\$0	\$0	\$1,509,361
<b>ESTIMATED REVENUES:</b>					
<b>TAXES:</b>	<b>Millage Per \$1000</b>				
Ad Valorem Taxes	3.5914	\$1,034,255			\$1,034,255
Earned Interest		\$4,000	\$30	\$0	\$4,783
Fines and Forfeitures		\$6,211		\$753	\$6,211
Franchise & Utility Taxes		\$912,072			\$912,072
Licenses and Permits		\$27,339			\$27,339
Grants/Loans/Bonds		\$1,212,540	\$1,850,000	\$0	\$3,174,200
Intragovernmental Revenue		\$351,531		\$111,660	\$351,531
Depreciation Funds		\$0	\$0	\$0	\$0
Misellaneous Revenues		\$133,941	\$7,981	\$31,402	\$525,621
Rents and Royalties		\$74,324		\$452	\$74,776
Garbage Fees			\$752,903		\$752,903
Water Department		\$2,752,085			\$2,752,085
Wastewater Treatment Services				\$2,840,489	\$2,840,489
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$5,165,574</b>	<b>\$4,710,096</b>	<b>\$784,305</b>	<b>\$3,478,975</b>	<b>\$14,138,950</b>
Fund Balances/Reserves/Net Assets	\$0	\$0	0	\$0	\$0
<b>TOTAL REVENUES, TRANSFERS &amp; BALANCES</b>	<b>\$5,165,574</b>	<b>\$4,710,096</b>	<b>\$784,305</b>	<b>\$3,478,975</b>	<b>\$14,138,950</b>

EXPENDITURES/EXPENSES	GENERAL FUND	WATER FUND	SOLID WASTE FUND	WASTEWATER FUND	TOTAL ALL FUNDS
City Commission	\$74,850				\$74,850
Administration	\$332,764				\$332,764
City Attorney	\$18,600	\$9,000		\$9,000	\$36,600
Public Works Administration	\$24,537				\$24,537
Municipal Building	\$27,705				\$27,705
Police Department	\$843,850				\$843,850
Fire Department	\$125,767				\$125,767
Operations	\$1,340,479				\$1,340,479
Parks and Recreation	\$730,066				\$730,066
Maintenance Shop	\$93,984				\$93,984
Non-Departmental	\$123,760				\$123,760
Water Distribution		\$2,638,434			\$2,638,434
Water Plant		\$1,260,179			\$1,260,179
Water Administration		\$388,889			\$388,889
Trash Collection/Disposal			\$228,692		\$228,692
Garbage Collection/Disposal			\$555,613		\$555,613
Wastewater Treatment				\$760,804	\$760,804
Sewer Collection				\$1,619,416	\$1,619,416
WW Administration				\$298,863	\$298,863
Long-Term Debt	\$19,850	\$413,594		\$790,892	\$1,224,335
<b>TOTAL EXPENDITURES</b>	<b>\$3,756,213</b>	<b>\$4,710,096</b>	<b>\$784,305</b>	<b>\$3,478,975</b>	<b>\$12,729,589</b>
Fund Balances/Reserves/Net Assets	\$1,409,361				\$1,409,361
<b>TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES &amp; BALAN</b>	<b>\$5,165,574</b>	<b>\$4,710,096</b>	<b>\$784,305</b>	<b>\$3,478,975</b>	<b>\$14,138,950</b>

**THE TENTATIVE ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE  
OF THE ABOVE MENTIONED TAXING AUTHORITY AS A PUBLIC RECORD.**



ORDINANCE NO.: 544

AN ORDINANCE OF THE CITY OF PORT ST. JOE, FLORIDA AMENDING THE CITY OF PORT ST. JOE LAND DEVELOPMENT REGULATIONS; PROVIDING FOR ADDITIONAL LAND USES IN CERTAIN AREAS OF THE CITY; PROVIDING FOR DENSITY, SETBACKS AND LOT COVERAGE; PROVIDING FOR REPEAL OF ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the property described in Exhibit A, attached hereto and made a part hereof (Property) was platted as part of the City of Port St. Joe in 1937; and

WHEREAS, since that time the primary land use of the Property has been residential and it continues to be primarily residential; and

WHEREAS, the Property has been zoned for commercial use for many years and the City's current and future land use map (FLUM) identify the property as commercial; and

WHEREAS, the commercial designation of the property creates hardship for the owners of individual lots within the property because of City Land Development Regulations (LDR's) prohibiting residential uses in areas with commercial FLUM and zoning designations; and

WHEREAS, it is in the best interest of the citizens of the City of Port St. Joe to allow the traditional residential use of the Property in conjunction with adjacent commercial uses:

NOW THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PORT ST. JOE:

1. In addition to any use allowed pursuant to sections 3.09 and 3.10, residential use of the Property shall be allowed.
2. Any residential use of the Property shall comply with all regulations set forth in section 3.04 of the LDR's.
3. REPEAL: All ordinances or parts of ordinances in conflict herewith are hereby repealed.
4. SEVERABILITY: If any section, subsection, sentence, clause or provision of this ordinance is held invalid, the remainder shall not be affected by such invalidity.
5. EFFECTIVE DATE: This ordinance shall become effective upon adoption as provided by law.

**THIS ORDINANCE ADOPTED** this the \_\_\_\_\_ day of \_\_\_\_\_

**BOARD OF CITY COMMISSIONERS**

**PORT ST. JOE, FLORIDA**

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JAMES "BO" PATTERSON  
MAYOR-COMMISSIONER

ATTEST:

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CHARLOTTE M. PIERCE  
CITY CLERK



**EXHIBIT A**

Block 41 Lots 8 and 10 according to the Official Map of the City of Port St. Joe, Florida on file with the Clerk of Court of Gulf County, Florida.

## **TRIUMPH GULF COAST, INC. PRE-APPLICATION FORM**

Triumph Gulf Coast, Inc. ("Triumph Gulf Coast") has created a pre-application process to provide initial consideration of potential ideas for projects or programs that may seek an award of funding. Applicants are required to participate in the pre-application process. Notwithstanding the response from Triumph Gulf Coast on the pre-application form, an Applicant may still elect to submit an Application.

### **APPLICANT INFORMATION:**

Name of Individual/Entity/Organization: \_\_\_\_\_

Brief Description of Background of Individual/Entity/Organization: \_\_\_\_\_

\_\_\_\_\_

#### **Contact Information:**

Primary Contact Information: \_\_\_\_\_

Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Website: \_\_\_\_\_

Names of co-applicants, partners or other entities, organizations that will have a role in the proposed project or program: \_\_\_\_\_

\_\_\_\_\_

### **REQUIRED EXECUTIVE SUMMARY:**

In a maximum of three (3) pages, please describe the proposed project or program, including (i) the amount of funds being sought from Triumph Gulf Coast; (ii) the amount and identity of other sources of funds for the proposed project or program; (iii) the location of the project or program; (iv) summary description of the proposed program, including how the program will be transformational and promote economic recovery, diversification, and enhancement of the disproportionately affected counties, and (v) a summary timeline for the proposed project or program.

### **IMPORTANT NOTICE**

This pre-application process will **not** result in an award of funding by Triumph Gulf Coast. Rather, this process is designed to facilitate submission of ideas for potential projects or programs before the Applicant expends time and/or resources to complete a full Application. All Applicants for funding are required to complete an Application, which will be scored, and then considered for award in the discretion of Triumph Gulf Coast Board.

# Citizen's Advisory Task Force Established 10/07

Sign in Sheet for CATF meeting Nov xx, 2017

Name / Signature	Mailing Address	Phone #s	Email	Contacted
Crews, Rachel S.	P.O. Box 708 Port St. Joe, FL 32457	H - 850 227-2578 C - 850 819-6649	rachelscrewspsj@yahoo.com	Agreed 10/20
Knight, Kimberly	P.O. Box 386 Port St. Joe, FL 32457	W - 850 229-8282 C - 850 227-8499	knight.kimberly@ccbog.com	Agreed 10/20
Barnes, Jerry	1606 Marvin Street Port St. Joe, FL 32457	C - 850 340-0510		Agreed 10/24
John Parker	205 Garrison Avenue Port St. Joe, FL 32457	C - 404 906-2637	devildog@gtcom.net	Agreed 10/26
McNair, Damon	149 Avenue D Port St. Joe, FL 32456	C - 850 527-2888	bigboiiMcNair39@gmail.com	Agreed 10/20
Letha Mathews, (Alternate) (May be in Seattle)	312 Avenue F Port St. Joe, FL 32457	C - 206 722-8052		Agreed 10/20 Status ???
Carla Riley, (Alternate)	112 Bridgeport Lane Port St. Joe, FL 32456	H - 850 -227-4626 W - 850-229-8262	carlariley2@yahoo.com	Agreed 10/26
Anderson, Jim, City Manager	305 Cecil G. Costin Sr. Blvd. Port St. Joe, FL 32456	W - 850 229-8261	janderson@psj.fl.gov	staff
Pierce, Charlotte, City Clerk	305 Cecil G. Costin Sr. Blvd. Port St. Joe, FL 32456	W - 850 229-8261	cpierce@psj.fl.gov	staff
Smallwood, Clay, City Engr.	Dewberry Engineering 324 Marina Drive Port St. Joe, FL 32456	W - 850 571-1217	csmallwood@dewberry.com	Engineer
Ballister, Bruce, Consultant	ARPC 2507 Callaway Rd. Tallahassee, FL 32303	W - 850 322-9090	bballister@theapc.com	CDBG Grants Admin.

\* Request Commission Approval of New Member



Jim House & Associates, Inc.  
1401 Georgia Road  
Irondale, AL 35210  
PO Box 101957 (35210)  
(205) 592-6302 (800) 292-6335



Since 1957

## Quote

Date	Estimate #
10/18/2017	6485

Bill To
CITY OF PORT ST. JOE P.O. BOX 278 PORT ST. JOE FL 32457

Ship To

			FREIGHT	
Equipment ID	Equipment Manufacturer/Model	Serial number	Project	P.O. No.
16th Street L.S.	Flygt NP3301.180-464	0850020	S11783-6	

### Estimate Description

CONTACT/ATTN: John Grantland

REPORT/FAILURE ANALYSIS: Upon tear down, found pump inspection chamber flooded, FLS leakage sensor tripped, bearings contaminated, stator housing wet and shaft unit seal journal worn/damaged. In addition, found seal housing, impeller and pump housing/volute bottom severely worn. Also, found pump cable dry-rotted (approx. 5ft). Parts needed for repair listed below:

Labor Charge to Repair Flygt NP3301.180-464 (85HP/460V/3PH)

SN: 0850020 - 16th Street L.S.

6571705 REPAIR KIT 3301.090/180

7693224 N-IMPELLER KIT 464 N3301 HT HC (HARD IRON)

7045800 PUMP HOUSING/VOLUTE

6630400 LEVEL SENSOR FLS-10

6085600 SEAL HOUSING 3301

STATOR CLEAN, BAKE & TEST

MACHINE SHAFT UNIT - SEAL JOURNAL

25' x 3/8" Grade 316L SS Chain

3/8" Grade 316L SS Hammerlock

5/8" Grade 316L SS Masterlinks

GLYCOL 3301

MATERIALS, LUBES & SOLVENTS

\*\*\*Approximate Replacement Price\*\*\* \$50,900

\*\*\*Approximate Lead Time After Approval or Purchase Order\*\*\*

TAX EXEMPT

Please tell us how to proceed by checking the appropriate box below or by other instruction:

Repair: ☐

Scrap: ☐

Return to you freight collect ☐

You may provide your response to us as follows:

Fax: (205) 951-0291

Phone: (800)-292-6335 or (205) 592-6302

Approved By: \_\_\_\_\_

**Total Repair Costs:**

\$24,186.00



3820 Hopkins Street  
Pensacola, FL 32505  
(850) 432-0334, fax: (850) 432-1336

**Quote Number:** 110217 K3

## Quotation

**To:** John Grantland  
The City of Port St. Joe  
1002 10th Street  
Port St. Joe FL 32456

**Date:** 11/2/17  
**Project:** 16th Street L.S.  
**Location:** Port St. Joe, FL.  
**Engineer** N/A

**Equipment:** Barnes 6SH Pump

**Terms** NET 30 Days

**Delivery:** 6 Weeks

**We are pleased to quote on the following equipment:**

One (1) Barnes Model 6SHDK100044 Non-Clog pump to deliver 1650 GPM @ 130' TDH, 100 HP, 1750 RPM, 460/3/60 power service, 6" discharge with 50' power cable. Includes Flygt retrofit kit and 5 year 100% non-prorated warranty.

**Net price, F.O.B. shipping point \$28,760.00**

**NOTES:**

1. If ordered, please sign this quotation form and FAX or Email back to Pump & Process Equipment, Inc.
2. Only items mentioned above are included. If it is not listed it is to be provided by others.
3. **Delivery promise date begins upon return of approved Submittal or approved drawings.**

**This Quotation Prepared By Kathleen**

**The undersigned agrees to and has the authority to bind the purchaser to the terms and conditions below and equipment as described above.**

**For Pump & Process Equipment, Inc.**

**Date**

Quotation good for 30 days. Prices do not include any applicable taxes. Payment terms are NET 30 days from date of shipment. Past due accounts will be charged interest at 1.5% per month. Should the services of an attorney, collection agency or other legal service become necessary for collection, purchaser will assume responsibility for all expenses accrued in the collection process including fees, court cost, serving charges, lien filing, etc. Manufacturer's warranty applies. Pump & Process Equipment, Inc. assumes no liability whatsoever for delays or damages caused by defects or any other equipment failure.



**BARNES®****BARNES®**  
PRESSURE **PS** SYSTEMS**burks®****WEINMAN®****DEMING®****PROSSER®**

## Limited 5 Year Warranty

Crane Pumps & Systems warrants that products of our manufacture will be free of defects in material and workmanship under normal use and service for sixty (60) months after manufacture date, when installed and maintained in accordance with our instructions. This warranty gives you specific legal rights, and there may also be other rights which vary from state to state. In the event the product is covered by the Federal Consumer Product Warranties Law (1) the duration of any implied warranties associated with the product by virtue of said law is limited to the same duration as stated herein, (2) this warranty is a LIMITED WARRANTY, and (3) no claims of any nature whatsoever shall be made against us, until the ultimate consumer, his successor, or assigns, notifies us in writing of the defect, and delivers the product and/or defective part(s) freight prepaid to our factory or nearest authorized service station. Some states do not allow limitations on how long an implied warranty lasts, so the above limitation may not apply. **THE SOLE AND EXCLUSIVE REMEDY FOR BREACH OF ANY AND ALL WARRANTIES WITH RESPECT TO ANY PRODUCT SHALL BE TO REPLACE OR REPAIR AT OUR ELECTION, F.O.B. POINT OF MANUFACTURE OR AUTHORIZED REPAIR STATION, SUCH PRODUCTS AND/OR PARTS AS PROVEN DEFECTIVE. THERE SHALL BE NO FURTHER LIABILITY, WHETHER BASED ON WARRANTY, NEGLIGENCE OR OTHERWISE.** Unless expressly stated otherwise, guarantees in the nature of performance specifications furnished in addition to the foregoing material and workmanship warranties on a product manufactured by us, if any, are subject to laboratory tests corrected for field performance. Any additional guarantees, in the nature of performance specifications must be in writing and such writing must be signed by our authorized representative. Due to inaccuracies in field testing if a conflict arises between the results of field testing conducted by or for user, and laboratory tests corrected for field performance, the latter shall control. **RECOMMENDATIONS FOR SPECIAL APPLICATIONS OR THOSE RESULTING FROM SYSTEMS ANALYSES AND EVALUATIONS WE CONDUCT WILL BE BASED ON OUR BEST AVAILABLE EXPERIENCE AND PUBLISHED INDUSTRY INFORMATION. SUCH RECOMMENDATIONS DO NOT CONSTITUTE A WARRANTY OF SATISFACTORY PERFORMANCE AND NO SUCH WARRANTY IS GIVEN.**

This warranty shall not apply when damage is caused by (a) improper installation, (b) improper voltage (c) lightning (d) excessive sand or other abrasive material (e) scale or corrosion build-up due to excessive chemical content. Any modification of the original equipment will also void the warranty. We will not be responsible for loss, damage or labor cost due to interruption of service caused by defective parts. Neither will we accept charges incurred by others without our prior written approval.

This warranty is void if our inspection reveals the product was used in a manner inconsistent with normal industry practice and/or our specific recommendations. The purchaser is responsible for communication of all necessary information regarding the application and use of the product. **UNDER NO CIRCUMSTANCES WILL WE BE RESPONSIBLE FOR ANY OTHER DIRECT OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO TRAVEL EXPENSES, RENTED EQUIPMENT, OUTSIDE CONTRACTOR FEES, UNAUTHORIZED REPAIR SHOP EXPENSES, LOST PROFITS, LOST INCOME, LABOR CHARGES, DELAYS IN PRODUCTION, IDLE PRODUCTION, WHICH DAMAGES ARE CAUSED BY ANY DEFECTS IN MATERIAL AND/OR WORKMANSHIP AND/OR DAMAGE OR DELAYS IN SHIPMENT. THIS WARRANTY IS EXPRESSLY IN LIEU OF ANY OTHER EXPRESS OR IMPLIED WARRANTY, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.**

No rights extended under this warranty shall be assigned to any other person, whether by operation of law or otherwise, without our prior written approval.

Pump Model/Serial #: \_\_\_\_\_ Job Name: \_\_\_\_\_  
Sales Order #: \_\_\_\_\_ Date: \_\_\_\_\_

Factory Authorized Signature: \_\_\_\_\_ Title: \_\_\_\_\_



A Crane Co. Company

### PUMPS & SYSTEMS

420 Third Street  
Piqua, Ohio 45356  
(937) 778-8947  
Fax (937) 773-7157  
www.cranepumps.com

83 West Drive  
Brampton, Ont. Canada L6T 2J6  
(905) 457-6223  
Fax (905) 457-2650



## Holiday Lighting - Options Receptacles and Decorations

Duke Energy offers the following options for Holiday Lighting Receptacles and Decorations:

### A. Receptacles

1. Duke Energy will install customer owned receptacles, risers and other related material, provided such material meets Duke Energy's specifications. Receptacles must be outdoor rated and UL Listed. Customer will retain ownership of these receptacles and maintenance will be performed on an as needed basis at cost plus per occurrence. A material list will be supplied if this option is selected.

Cost to install customer owned receptacles: \$130.24 per location

*If location does not have existing secondary, the cost to run service for the receptacles will be in addition to the above cost.*

2. Duke Energy will purchase and install the receptacles, risers, and other related material. Customer will retain ownership of the installed receptacles and maintenance will be performed on an as needed basis at cost plus per occurrence.

Cost to purchase and install customer owned receptacles: \$256.24 per location

*If location does not have existing secondary, the cost to run service for the receptacles will be in addition to the above cost.*

3. Governmental customers may also choose to rent the Holiday Lighting Receptacles. Duke Energy will purchase and install the receptacles, risers and other necessary material. Duke Energy will retain ownership of the receptacles and will perform all necessary maintenance as part of the rental agreement.

Cost to rent Holiday Lighting Receptacles: \$3.90 each per month (12 months annually)  
Minimum term – 10 years

*If location does not have existing secondary, the cost to run service for the receptacles will be in addition to the above cost.*

There are now two options for the energy use for the Holiday Decorations: Customers may choose dusk to dawn (a photoelectric cell will be installed), or 24 hour burning (no photoelectric cell will be installed). Billing for the energy use will be determined by this choice and will be billed for the months the decorations are installed.

For option 1 & 2 a pole attachment agreement will need to be executed or on file, prior to commencement of this work.



B. Mounting Holiday Decorations:

1. Duke Energy will supply necessary labor and vehicles to mount and remove your Holiday Decorations.  
Cost per location with existing brackets: \$83.88 per location  
(Covers installations and removals)

Additional cost per location without existing brackets: \$15.00 per location  
(Brackets supplied by City)

2. *Upon installation, if decorations which are lighted are found to be defective, Duke Energy will communicate with the City for further guidance. Additional costs can be avoided by testing decorations prior to the request for installation. Duke Energy will not be responsible for damage to decorations during installation and removal.*
3. *Cities are requested to provide traffic control.*
4. Municipalities may choose to mount their own decorations.
5. Whichever method of decoration installation is chosen, a pole attachment agreement will need to be executed or on file, prior to commencement of this work. In addition, an insurance certificate must be provided to Duke Energy to cover the scope of work.



# Holiday Lighting Billing Form

## Customer Information:

Date: \_\_\_\_\_ City/Town/County: \_\_\_\_\_

Name: \_\_\_\_\_ Contact Phone # \_\_\_\_\_

Lighting Account Number (if known): \_\_\_\_\_

Billing Address: \_\_\_\_\_

## Holiday Lighting Decoration Usage/Duration:

**A**

Date On \_\_\_\_\_ Date Off \_\_\_\_\_ Total Days of Activity \_\_\_\_\_

*(Please enter information for each type of decoration if input wattage is different, if more lines are needed, submit additional sheets)*

**B**

**C**

**D**

Daily Hours of Operation \_\_\_\_\_ Number of Lighted Decorations: \_\_\_\_\_ Input Watts ea. \_\_\_\_\_

Daily Hours of Operation \_\_\_\_\_ Number of Lighted Decorations: \_\_\_\_\_ Input Watts ea. \_\_\_\_\_

Daily Hours of Operation \_\_\_\_\_ Number of Lighted Decorations: \_\_\_\_\_ Input Watts ea. \_\_\_\_\_

Daily Hours of Operation \_\_\_\_\_ Number of Lighted Decorations: \_\_\_\_\_ Input Watts ea. \_\_\_\_\_

Please list your holiday lighting decoration locations by street address:

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*Note: Input watts can normally found on the UL label or specification sheet of the Lighted Decoration.*

*Calculation: Total days of activity x daily hours x number of fixtures x input watts / 1,000 = KWh's*

$$(A \times B \times C \times D / 1,000 = \text{KWh's})$$

Please FAX completed form to 919-235-4665 or  
via email to: [CASFlorida@duke-energy.com](mailto:CASFlorida@duke-energy.com) by **January 31<sup>st</sup>**.



**Holiday Light Repair Request Form**  
**PLEASE RETURN BY OCTOBER 1**

Date: \_\_\_\_\_ City/Town: \_\_\_\_\_ Lighting Acct No: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Contact number: \_\_\_\_\_

	Location of the receptacle	
1	Nearest 911 address or intersection/location: :	Pole#:
2	Nearest 911 address or intersection/location: :	Pole#:
3	Nearest 911 address or intersection/location: :	Pole#:
4	Nearest 911 address or intersection/location: :	Pole#:
5	Nearest 911 address or intersection/location: :	Pole#:
6	Nearest 911 address or intersection/location: :	Pole#:
7	Nearest 911 address or intersection/location: :	Pole#:

***Please make copies as needed and email or fax completed forms to  
CASFlorida@duke-energy.com or 919-235-4665***





## Product Quotation

Quotation Number: HMM-05968

Date: 2017-10-31 10:16:41

Ship to	Bobcat Dealer	ORDERS TO BE PLACED WITH: Contract Holder/Manufacturer
CITY OF PORT ST JOE Attn: John Grantland 305 CECIL G. GOSTON SR BLVD PORT ST JOE, FL 32456	David Bobcat of Dothan, Dothan, AL 3425 NAPIER FIELD ROAD DOTHAN AL 36303 Phone: (334) 984-2444 Fax: (334) 984-2452 -----	Clark Equipment Company dba Bobcat Company PO Box 6000, 250 E Beaton Dr West Fargo, ND 58078 Phone: 701-241-8719 Fax: 701-280-7860 Contact: Heather Messmer Heather.Messmer@doosan.com

Description	Part No	Qty	Price Ea.	Total
E85 T4 R-Series Compact Excavator	M3325	1	\$80,689.20	\$80,689.20
Auto-Idle				
Auto-Shift, Two Speed Travel				
Auxiliary Hydraulics - w/ Quick Couplers & Selectable Flow Rates				
Boom Swing				
Cab, Enclosed with HVAC - ROPS/TOPS & Level 1 FOPS				
Includes: Radio Ready, Cup Holder, Retractable Seat Belt, Deluxe Cloth Suspension Seat				
Control Console Locks				
Control Pattern Selector Valve (ISO/STD)				
	Dozer Blade - w/ Float			
	Engine/Hydraulic Monitor with Engine Idle			
	Fingertip Auxiliary Hydraulics & Boom Swing			
	Horn			
	Mirrors - Left and Right Side			
	Pin-On Attachment Mounting System			
	Rubber Tracks			
	Tier 4 Compliant - Non DPF			
	Warranty: 12 Months, Unlimited Hours			
	Work Lights			
A40 Option Package	M3325-P01-A40	1	\$1,060.20	\$1,060.20
Enclosed Cab with HVAC				
Heated Cloth Suspension Seat				
Auto HVAC Control				
	Deluxe Display Panel w/ Keyless Start			
	Radio			
Hydraulic Quick Coupler	M3325-R06-C11	1	\$3,004.28	\$3,004.28
Second Auxiliary Hydraulics	M3325-R07-C02	1	\$817.76	\$817.76
Hydraulic Clamp	M3325-R08-C04	1	\$2,960.20	\$2,960.20
Travel Motion Alarm	M3325-R11-C02	1	\$216.60	\$216.60
Telematics US	M3325-R51-C02	1	\$0.00	\$0.00
24" MX6 PIN-ON TEETH	7322123	1	\$1,027.52	\$1,027.52
Total of Items Quoted				\$89,775.76
Dealer Assembly Charges				\$0.00
Quote Total - US dollars				\$89,775.76

### Notes:

**\*Prices per the FL Sheriffs Contract#FSA17-VEL15.0. Expires: 09-30-2018**

**\*Terms Net 30 Days. Credit cards accepted.**

**\*FOB: Destination within the 48 Contiguous States.**

**\*Delivery: 60 to 90 days from ARO.**

**\*State Sales Taxes apply. IF Tax Exempt, please include Tax Exempt Certificate with signed order.**

**\*TID# 38-0425350**

**\*Orders Must be Placed with: Clark Equipment Company, dba Bobcat Company, Govt Sales, 250 E Beaton Drive, PO Box 6000, West Fargo, ND 58078.**

Prices & Specifications are subject to change. Please call before placing an order. Applies to factory ordered units only.

**Customer Acceptance:**

Purchase Order: \_\_\_\_\_

**Authorized Signature:**

**Print:** \_\_\_\_\_ **Sign:** \_\_\_\_\_ **Date:** \_\_\_\_\_



## FLORIDA SHERIFFS ASSOCIATION & FLORIDA ASSOCIATION OF COUNTIES

Name of Dealership	Type of Vehicle	Zone	Base Unit Price
<u>1 TON 4-DOOR CREW CAB PICKUP TRUCK (DUAL REAR WHEEL) - 4X4 (Specification #63)</u>			
Alan Jay Chevrolet Buick GMC Cadillac	2018 Chevrolet Silverado 3500 HD (CK35943)	Western	\$31,176.00
ALT - Garber Chevrolet Buick GMC Inc.	2018 Chevrolet Silverado 3500 HD (CK35943)	Western	\$31,288.00
Alan Jay Chevrolet Buick GMC Cadillac	2018 Chevrolet Silverado 3500 HD (CK35943)	Northern	\$30,976.00
ALT - Garber Chevrolet Buick GMC Inc.	2018 Chevrolet Silverado 3500 HD (CK35943)	Northern	\$31,088.00
Alan Jay Chevrolet Buick GMC Cadillac	2018 Chevrolet Silverado 3500 HD (CK35943)	Central	\$30,976.00
ALT - Garber Chevrolet Buick GMC Inc.	2018 Chevrolet Silverado 3500 HD (CK35943)	Central	\$31,188.00
Auto Nation Chevrolet Pembroke Pines	2018 Chevrolet Silverado 3500 HD (CK35943)	Southern	\$31,069.00
ALT - Alan Jay Chevrolet Buick GMC Cadillac	2018 Chevrolet Silverado 3500 HD (CK35943)	Southern	\$31,076.00
Duval Ford	2018 Ford F-350 SD (W3D)	Western	\$30,372.00
ALT - Coggin Ford	2018 Ford F-350 SD (W3D)	Western	\$30,623.00
Duval Ford	2018 Ford F-350 SD (W3D)	Northern	\$30,372.00
ALT - Coggin Ford	2018 Ford F-350 SD (W3D)	Northern	\$30,774.00
Duval Ford	2018 Ford F-350 SD (W3D)	Central	\$30,372.00
ALT - Coggin Ford	2018 Ford F-350 SD (W3D)	Central	\$30,925.00
Coggin Ford	2018 Ford F-350 SD (W3D)	Southern	\$30,673.00
ALT - Duval Ford	2018 Ford F-350 SD (W3D)	Southern	\$30,853.00
Alan Jay Chevrolet Buick GMC Cadillac	2018 GMC Sierra 3500 HD (TK35943)	Western	\$31,196.00
ALT - Garber Chevrolet Buick GMC Inc.	2018 GMC Sierra 3500 HD (TK35943)	Western	\$31,320.00
Alan Jay Chevrolet Buick GMC Cadillac	2018 GMC Sierra 3500 HD (TK35943)	Northern	\$30,996.00
ALT - Garber Chevrolet Buick GMC Inc.	2018 GMC Sierra 3500 HD (TK35943)	Northern	\$31,120.00
Alan Jay Chevrolet Buick GMC Cadillac	2018 GMC Sierra 3500 HD (TK35943)	Central	\$30,996.00
ALT - Garber Chevrolet Buick GMC Inc.	2018 GMC Sierra 3500 HD (TK35943)	Central	\$31,220.00

\$39,550.00

**Code Enforcement 2017 Activity**  
**As of 11/2/2017**

	Open		Closed		Total		Increase
Unlawful							
Accumulation	83		332		415		32
Substandard							
Structure	9		9		18		2
Abandoned							
Vechicle	7		6		13		2
Unlawful							
Sewer	0		1		1		
Land regulation							
Violation			5		5		
Business Lic.							
Violation	20				20		
Special Master							
Hearings							
Building							
Demolition	5		5		10		1
Waste							
Violation	15		235		250		9
Sign							
Violation			87		87		6
Total	139	Total	680	Total	819	Total	52