

October 6, 2020
FRDAP Grant Public Meeting
11:30 A.M.
Regular Meeting
12:00 Noon



City of Port St. Joe

Rex Buzzett, Mayor-Commissioner
Eric Langston, Commissioner, Group I
David Ashbrook, Commissioner, Group II
Brett Lowry, Commissioner, Group III
Scott Hoffman, 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

FRDAP Grant Public Meeting

11:30 A.M.

Regular Public Meeting

12:00 Noon

Tuesday October 6, 2020

Call to Order

Consent Agenda

Minutes

- **Regular Meeting 9/15/20** **Pages 1-5**
- **Special Meeting 9/15/20** **Page 6**
- **Special Meeting 9/29/20** **Pages 7-8**

City Attorney

- **Resolution 2020-05 FRDAP Forest Park** **Page 9**
- **Resolution 2020-06 SRF Wastewater Loan Application** **Pages 10-11**

Old Business

- **Coronavirus (COVID-19) Update**
- **Resolution 2020-02 - State of Emergency, Currently Still in Place**
- **Census 2020 Contact Info. - 2020census.gov or 844-330-2020**
- **6th & 7th Street Drainage- Comm. Hoffman** **Pages 12-13**

New Business

- **Project Graduation- Comm. Langston**
- **Field of Dreams Housing Development- Comm. Ashbrook** **Pages 14-16**
- **Southern Advocacy Group**
- **City Lots on Woodward Ave.** **Page 17**
- **Lighting of the Lighthouse- Linda Wood** **Page 18**
- **Planning Board Membership** **Page 19**
- **Write-off Policy- Mayor Buzzett** **Pages 20**

Public Works

- **Vacuum Trailer- Request to Purchase** **Pages 21-22**

Surface Water Plant

- **RFP 2020-15 50% Membrane grande Caustic Soda** **Page 23**
- **RFP 2020-16 Sodium Hypochlorite** **Page 24**
- **RFP 2020-17 Liquid Ferric Sulfate** **Page 25**

Wastewater Plant

- **Surplus Property** **Page 26**

Finance Director

- **FEMA Update**
- **Budget Update**

City Engineer

- **NRDA Stormwater Grant- Update**
- **Walking Path FDOT Grant- Update**
- **CDBG Grant- Update**
- **Garrison Ave. SCOP Grant- Update**
- **First Street Lift Station and Long Ave.- Update**
- **Commercial District- Water/Sewer Grant Application**
- **City Pier- Update**

Code Enforcement

- **Update**

Police Department

- **Update**

City Clerk

- **Ghost on the Coast-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, September 15, 2020, at Noon.
Teleconference as allowed under Executive Order 20-69; App – ZOOM;
Phone 1-646-876-9923, Meeting ID: 87440126812; Password 672774**

The following were present: Mayor Buzzett, Commissioners Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Clinton McCahill were also present. Commissioner Ashbrook participated by Zoom.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to approve the Minutes of the Regular Meeting on September 1, 2020, and the Budget Workshop of September 8, 2020. All in favor; Motion carried 5-0.

City Attorney –

Ordinance 575 Water Rates, Public Hearing and First Reading

Mary Boatiem and Ronnie Maddox, residents of Windmark, expressed their concerns about their water bills and irrigation meters being tied into their regular meter. Mr. Anderson shared that a separate irrigation meter can be purchased from the City for \$450 or they might want to consider a shallow well. Ms. Boatiem requested that her bill be reevaluated and Mr. Anderson explained there is no way of knowing how much water was used on the lawn and it would not be possible to determine the exact irrigation usage with only one household meter.

Commissioner Hoffman suggested that the usage policy be readdressed and consider options other than just sewer adjustments for pools.

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to have the First Reading of Ordinance 575. All in favor, Motion carried 5-0.

Attorney McCahill read Ordinance 575 by Title only.

Ordinance 576 Sewer Rates, Public Hearing and First Reading

Christy McElroy asked that Mayor Buzzett explain the rates and what caused them to be what they are.

Mayor Buzzett noted that prior to 1998 local industry paid approximately 95% of the water and sewer rates. As these industries closed, the burden was shifted to the residents. Construction of the new water plant, Interlocal Agreement requirements, and loan payment obligations have caused the rates to be what they are.

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to have the First Reading of Ordinance 576. All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 576 by Title Only.

Ordinance 577 Water and Sewer Impact Fees, Pubic Hearing and First Reading.

No one addressed the Commission on this Ordinance.

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to have the First Reading of Ordinance 577. All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 577 by Title Only.

Old Business –

Coronavirus (COVID-19) Update – Resolution 2020-02 – State of Emergency Still in Place

Mayor Buzzett thanked citizens for wearing masks. He noted they are working as the numbers are coming Down.

2020 Census – City Manager, Jim Anderson, stated that numbers for Gulf County are still very low and he encouraged everyone to contact the Census and be counted. You may contact the Census Bureau by either social media at 2020census.gov or by calling 844-330-2020. Enumerators are still going door to door and he encouraged everyone to be counted.

Mr. Anderson also encouraged everyone to stay off the roads during this uncertain weather.

New Business –

Boat Ramp Signage:

A handout was provided of the signage. After discussion, a Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to approve and proceed with purchasing 5 of the 6 signs.

Mayor Buzzett also expressed his appreciation to Lt. Jake Richards for the help the Police Department provided on Labor Day Weekend keeping the boat ramp traffic moving and off of the highways.

Garrison Avenue Patch Work:

Staff feels that the quote to repair 17 dips on Garrison Avenue was too high. A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to go out for bid for these repairs. All in favor, Motion carried 5-0.

Public Works – John Grantland

Employees of Public Works are working diligently to keep ditches flowing. Mr. Grantland noted that the low tide will be later today and is hoping for relief then. Currently, there are 9 stations pumping at capacity because of the inundation of rain and approximated 5,400 gpm of water are being sent to the headworks.

Mr. Grantland shared that the podiums have been installed and secured at both cemeteries.

Due to the current weather conditions, Mr. Grantland asked that he be allowed to leave the meeting to get back in the field to deal with the weather issues. His request was granted.

Surface Water Plant – Larry McClamma participated by Zoom

Mr. McClamma did not have anything for the Commission at this time.

Wastewater Plant – Kevin Pettis participated by Zoom.

Mr. Pettis shared that the plant will be discharging due to the tremendous amount of rain, they have postponed installing the pipe in the bottom of the lagoon until the weather improves, and there is currently 2.5' of free board in the lagoon.

Finance Director – Mike Lacour

FEMA Update

The state continues to hold the \$418,000 due from Hurricane Michael and he is working on this. He is still working with FEMA and insurance on the 2 lift stations and compactor facility. Our insurance company has stepped up and will be covering the Maddox Park Property repairs which will eliminate the need for FEMA funding.

Budget Update

Mr. Lacour thanked the Commission and department heads for their help with the budget, and he is currently loading the budget in Munis. He noted the new fiscal year begins October 1, 2020.

FRDAP Committee Recommendations

The FRDAP Committee met on September 10, 2020, and recommended the installation of walking trail outdoor fitness work out stations and disc golf courses for two FRDAP Grant applications. One grant is for Forest Park South – Dooder Parker Park and the other for the Washington Complex.

Christy McElroy shared her thoughts about connecting the walking trail to North Port St. Joe, on connectivity throughout the City, and repairs to the STAC House Basketball Court.

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, for DEI to submit the grant applications on behalf of the City. All in favor; Motion carried 5-0.

City Engineer – Josh Baxley

NRDA Stormwater Grant Update

Cost estimates have been updated concerning pricing. DEI will submit the comment response to NFWFMD this week, and the next step will be a follow-up call with the agencies.

Stormwater Master Plan and Inventory

The master map and inventory are completed and DEI has started the analysis and report. DEI is to follow-up on the process for filing an extension.

Walking Path FDOT Grant Update

Notice of Award and Agreement has been provided to the contractor. Once the Agreement and bonds have been received, DEI will provide the final information to FL DEP and await the Notice to Proceed.

CDBG Grant Update

The tentative start date for the project is November 1, 2020. DEI is to perform the CEI.

Garrison Avenue SCOP Grant Update

This project started on September 8, 2020.

First Street Lift Station and Long Avenue Update

ERP permit for the Long Avenue water line crossing the canal is in hand.

Commercial District – Water / Sewer TRIUMP Grant Application

Video is under review and DEI expects to develop a Scope of Work and estimate over the next couple of weeks.

City Pier

The project is to start this week.

Reserves at St. Joe Bay

The FL DOT Permit and the FL DEP Potable Water Permit are in hand. The general FL DEP Permit has been applied for surface water crossing.

NRCS Grant

There will be a meeting this week to discuss bid documents.

FRDAP

The application submittal dates are October 1, 2020, through October 15, 2020.

Code Enforcement –

Mr. Burkett is working with contractors on the William Thursbay and Carlos Cunningham properties, they are currently shoring up Right of Entry issues, and new hearings are being scheduled with the Special Magistrate.

Police Department – Lt. Jake Richards

Lieutenant Richards shared the renovations for the Police Department are on schedule and furniture will be delivered in 9 days. Phones lines are being pulled and a check off list is being compiled.

City Clerk – Charlotte Pierce

RFQ 2020-01 Architectural Services

Clerk Pierce noted 7 firms applied to be considered for RFQ 2020-01. It is the recommendation of Staff that MLD Architects be retained as they have previous work history with the City on historical projects and are very aware of the needs of the City.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to enter into a Continuing Services Contract with MLD Architects. All in favor; Motion carried 5-0.

Request to Bid Keepers' Quarters Rehab

A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to receive bids for repairs to the Lighthouse Keepers' Quarters, Eglin, and the oil shed. All in favor; Motion carried 5-0.

Citizens to be Heard –

Christ McElroy complimented the City on new garbage cans at Clifford Sims Park, asked about the NRDA information being placed on the City's website, read an article from the News Herald concerning drainage area cleaning, and entry way signs for the City.

Chester Davis recommended advertising the Washington Complex as a sight to be used for activities. He also requested the City check the sewer of 261, 263, and 265 on Avenue D to prevent problems at their church.

Marvin Davis asked about the NPSJ Sewer, which had just been discussed and the recreation department to which Mr. Lacour responded with the position will be advertised as a part time position. He thanked the City for the Washington Complex as his church has enjoyed meeting there.

Mazie Stone suggested signage for the Washington Complex, shared her concerns about the rebuild of Burger King and what their water runoff is doing to Pauline Pendarvis' yard and creating a river under Miss Stone's house. It was noted that there are requirements to protect the neighbor's yard when property is being elevated.

Discussion Items by Commissioners –

Commissioner Ashbrook stated he was doing well other than being wet.

Commissioner Hoffman noted the City is flooded. He also shared his concerns about the alley way between Sixth and Seventh Streets, and feels the project should be bid out due to the lack of man power in the City. Mr. Anderson will discuss this with John Grantland and have it on the next Agenda.

Commissioner Langston shared his concerns about Bears and the need for signage in the Gateway Apartments area. He noted the Bears have been running children at Gateway and is concerned about their safety. Lt. Richards responded the Police Department receives 3 – 4 calls each week about the Bears and issues they are causing there. Gateway has taken steps to secure their dumpster to prevent issues with the Bears.

Mayor Buzzett will write the FWC, expressing the concerns of the Commission on the Bears, and advise them they will be responsible for any issues if they fail to work with the City on this.

Commissioner Lowry did not have anything else for the Commission.

Mayor Buzzett thanked the Commission for keeping things going while he was out. He also encouraged the Commissioners to keep the notes provided by Engineer John Baxley to refer to as they work on projects.

Motion to Adjourn –

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 2:05 P.M.

Approved this _____ day of _____ 2020.

Rex Buzzett, 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 AT
2775 GARRISON AVENUE, September 15, 2020, at 5:01 P.M.
Teleconference as allowed under Executive Order 20-69; App – ZOOM;
Phone 1-646-876-9923, Meeting ID 89049404459, Passcode 515374**

The following were present: Mayor Buzzett, Commissioners Ashbrook, Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, Police Chief Matt Herring, and Financial Director Mike Lacour were also present.

The purpose of the Special Meeting was Ordinance 573 – 2020 / 2021 Ad Valorem Tax Millage Rate Public Hearing and First Reading, and also Ordinance 574 – 2020 / 2021 Budget Public Hearing and First Reading.

Ordinance 573 Ad Valorem Taxes – Public Hearing and First Reading:

No public was in attendance and there was no one on Zoom to speak to Ordinance 573.

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to have the First Reading of Ordinance 573. All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 573 in its entirety.

Mr. Anderson noted that the Millage rate for the coming year is 3.5914, which is the same as last year. The percentage by which this millage rate to be levied is more than the rolled-back rate of 3.2828 mills (computed pursuant to Florida law) is 9.40%.

Ordinance 574, 2020-2021 Budget – Public Hearing and First Reading:

No public was in attendance and there was no one on Zoom to speak on Ordinance 574.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to have the First Reading of Ordinance 574. All in Favor; Motion carried 5-0.

Attorney McCahill read Ordinance 574 by Title only.

Mr. Anderson noted that the Final Public Hearing and adoption of Ordinance 573 AD Valorem Tax and Ordinance 574 Budget will be held on Tuesday, September 29, 2020, at 5:01 P.M., in the Ward Ridge Building, 2775 Garrison Avenue.

Citizens to be Heard

There was no public attendance for the meeting.

Discussion Items by Commissioners

Neither Mayor Buzzett nor the Commissioners had anything to discuss.

Motion to Adjourn

Mayor Buzzett adjourn the Meeting at 5:07 P.M.

Approved this _____ day of _____ 2020.

Rex Buzzett, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

**MINUTES OF THE SPECIAL MEETING FOR THE FISCAL YEAR 2020 – 2021
BUDGET FOR THE CITY OF PORT ST. JOE; ORDINANCE 575 WATER RATES;
ORDINANCE 576 SEWER RATES; ORDINANCE 577 WATER AND SEWER
IMPACT FEES WITH THE BOARD OF CITY COMMISSIONERS FOR THE CITY
OF PORT ST. JOE, FLORIDA, HELD IN THE WARD RIDGE BUILDING,
September 29, 2020, at 5:01 P.M. Teleconference as allowed under Executive
Order 20-69; App – ZOOM; Phone 1-646-876-9923, Meeting ID 86067578094,
Passcode 806868**

The following were present: Mayor Buzzett, Commissioners Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, City Attorney Clinton McCahill, Financial Analyst Mike Lacour, Police Lt. Jake Richards, and Administrative Assistance Brie Scheibe were also present. Commissioner Ashbrook was absent.

The purpose of the Special Meeting was Ordinance 573 – 2020 / 2021 Ad Valorem Tax Millage Rate Public Hearing, Second Reading and Consideration of Adoption; Ordinance 574 – 2020 / 2021 Budget Public Hearing, Second Reading and consideration of Adoption; Ordinance 575 Water Rates Public Hearing, Second Reading and Consideration of Adoption; Ordinance 576 Sewer Rates Public Hearing, Second Reading and Consideration of Adoption, and Ordinance 577 Water and Sewer Impact Fees Public Hearing, Second Reading and Consideration of Adoption.

City Attorney –

Ordinance 573 Ad Valorem Property Taxes 2020 – 2021, Public Hearing, Second Reading and Consideration of Adoption:

No one from the public attended the meeting or participated by Zoom.

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to have the Second Reading and Adoption of Ordinance 573. All in favor; Motion carried 4-0.

Attorney McCahill read Ordinance 573 in its entirety.

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 for the Fiscal Year Beginning October 1, 2020, and ending September 30, 2021, is set at the rate of 3.5914 mills. The percentage by which this millage rate to be levied is less than the rolled-back rate of 3.2828 mills (computed pursuant to Florida law) is 9.40%.

Ordinance 574 Budget 2020 – 2021, Public Hearing, Second Reading, and Consideration of Adoption:

No one from the public attended the meeting or participated by Zoom.

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to have the Second Reading and Adoption of Ordinance 574. All in favor; Motion carried 4-0.

Attorney McCahill read Ordinance 574 by Title only.

Ordinance 575 Water Rates, Public Hearing, Second Reading, and Consideration of Adoption:

No one from the public attended the meeting or participated by Zoom.

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to have the Second Reading and Adoption of Ordinance 575. All in favor; Motion carried 4-0.

Attorney McCahill read Ordinance 575 by Title only.

Ordinance 576 Sewer Rates, Public Hearing, Second Reading, and Consideration of Adoption:

No one from the public attended the meeting or participated by Zoom.

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to have the Second Reading and Adoption of Ordinance 576. All in favor; Motion carried 4-0.

Attorney McCahill read Ordinance 576 by Title only.

Ordinance 577 Water and Sewer Impact Fees, Public Hearing, Second Reading, and Consideration of Adoption:

No one from the public attended the meeting or participated by Zoom.

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to have the Seconding Reading and Adoption of Ordinance 577. All in favor; Motion carried 4-0.

Attorney McCahill read Ordinance 577 by Title only.

Garrison Avenue SCOP Grant Change Orders

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to approve the Change Order to remove the stumps in the roadbed by Roberts and Roberts Inc., in the amount of \$4,500. All in favor; Motion carried 4-0.

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to approve a Change Order using insurance funds, pending coverage by FL DOT, for the demolition and replacement of Stormwater Pipes at the intersection 16th Street and Garrison Avenue and at the intersection of 19th Street and Garrison Avenue. The work will be done by Roberts and Roberts in the amount of \$11,053. All in favor; Motion carried 4-0.

COVID 19 Update

Since Governor DeSantis has moved the State of Florida to Phase 3, a Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to rescind the Emergency Mask Declaration of July 21, 2020, and strongly encourage the continued use of masks. All in favor; Motion carried 4-0.

Citizens to be Heard

No one from the public attended the meeting or participated by Zoom.

Discussion Items by Commissioners

Commissioner Langston requested that he be given a key to the Washington Gym.

Neither Commissioner Hoffman, nor Commissioner Lowry had anything else to discuss.

Mayor Buzzett asked that the Sewer Adjustment Policy be reconsidered and be on the Agenda for the October 6, 2020, meeting.

Mr. Anderson reminded the Commission that by moving to Phase 3, Zoom can no longer be used to have a quorum for meetings. Consensus of the Commission was that effective today, Zoom will be discontinued for meetings.

Motion to Adjourn

Mayor Buzzett adjourned the meeting at 5:50 P.M.

Approved this _____ day of _____ 2016.

Rex Buzzett, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

RESOLUTION NO. 2020-05

**A RESOLUTION OF THE CITY OF PORT ST. JOE,
FLORIDA TO APPLY FOR A GRANT FROM THE STATE
OF FLORIDA, FLORIDA RECREATION DEVELOPMENT
ASSISTANCE PROGRAM FOR PRIMARY AND SUPPORT
RECREATION AREAS AND FACILITIES AT FOREST
PARK.**

WHEREAS, THE CITY OF PORT ST. JOE desires to apply for a grant for primary and secondary recreation areas and facilities at Forest Park, Port St. Joe, Florida; and

WHEREAS, this grant will enable the City to provide better recreational facilities; and

WHEREAS, there is an intense public demand for recreation and support facilities located at Forest Park.

NOW THEREFORE BE IT RESOLVED BY THE CITY OF PORT ST. JOE BOARD OF COMMISSIONERS that the Board does support the grant application to the Florida Recreation Development Assistance Program for recreation areas and facilities at Forest Park and agrees to amend the currently adopted five year Capital Improvement Plan to include \$50,000.00 of recreational facilities at Forest Park for fiscal years 2020-2025. The Board also authorizes Charlotte Pierce, City Auditor / Clerk, to act as Project Manager for this project, and she has the authority to apply for and administer the grant on behalf of the City Board of County Commissioners.

DULY PASSED AND ADOPTED by the Board of Commissioners of Port St. Joe, Florida, this ____ day of October, 2020.

ATTEST:

**City of Port St. Joe Board of
Commissioners**

**Charlotte M. Pierce
CITY CLERK**

**Rex Buzzett
MAYOR/COMMISSIONER**

RESOLUTION 2020-06

A RESOLUTION OF CITY OF PORT ST. JOE, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE LOAN APPLICATION; AUTHORIZING THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

WHEREAS, Florida Statutes provide for loans to local government agencies to finance the construction of wastewater treatment facilities; and

WHEREAS, Florida Administrative Code rules require authorization to apply for loans, to establish pledged revenues, to designate an authorized representative; to provide assurances of compliance with loan program requirements; and to enter into a loan agreement; and

WHEREAS, the State Revolving Fund loan priority list designates Project No. WW 23014 as eligible for available funding; and

WHEREAS, The City of Port St. Joe, Florida intends to enter into a loan agreement with the Department of Environmental Protection under the State Revolving Fund for project financing.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PORT ST. JOE, FLORIDA, AS FOLLOWS:

SECTION I. The foregoing findings are incorporated herein by reference and made a part hereof.

SECTION II. The City of Port St. Joe, Florida is authorized to apply for a loan to finance the Project.

SECTION III. The revenues pledged for the repayment of the loan are net water and sewer system revenues after payment of debt service on the City's Regions Bank Water and Sewer System Refunding Revenue Note.

SECTION IV. The City Manager is hereby designated as the authorized representative to provide the assurances and commitments required by the loan application.

SECTION V. The Mayor is hereby designated as the authorized representative to execute the loan agreement which will become a binding obligation in accordance with its terms when signed by both parties. The Mayor is authorized to represent the City in carrying out

the City's responsibilities under the loan agreement. The Mayor is authorized to delegate responsibility to appropriate City staff to carry out technical, financial, and administrative activities associated with the loan agreement

SECTION VI. The legal authority for borrowing moneys to construct this Project is Section 166.111, Florida Statutes.

SECTION VII. All Resolutions or part of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION VIII. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force or effect of any other section or part of this Resolution.

SECTION IX. This Resolution shall become effective immediately upon its passage and adoption.

THIS RESOLUTION PASSED AND ADOPTED this ____ day of _____, 2020.

APPROVED AS TO FORM AND
LEGALITY

Clinton McCahill, City Attorney

BOARD OF CITY COMMISSIONERS
CITY OF PORT ST. JOE, FLORIDA

By: _____
Rex Buzzett
Mayor-Commissioner

ATTEST:

Charlotte M. Pierce
City Clerk

JASON WHITE CONSTRUCTION, LLC

43 Island Drive

Eastpoint, FL 32328

(850) 653-6727

October 1, 2020

John Grantland

Port St. Joe Public Works

Port St. Joe, FL

Subject: PROPOSAL - 6th & 7th Street Drainage Project

John

Jason White Construction, LLC. proposes to provide all labor, material, equipment and supervision as required to complete the work shown on Dewberry Engineers drawings for the lump sum amount of **\$45,565.00**. All materials are to be furnished by the Owner. These scopes of work include the following:

- Mobilization
- Demolition and disposal of existing utilities
- Install 12" x 18" ERCP
- Install 18" ADS
- Install type C inlets
- Install type D inlets
- Install "U" Endwall
- Install MES's
- Re-grade ditch bottoms
- Construct and grass swales as shown
- Set concrete headwalls
- Repair dirt drive
- Erosion Control

The following activities are not included in this proposal:

- Electrical work or demolition thereof

- Unforeseen conditions/unsuitable soils
- Materials
- Testing, Layout or As-Built Drawings
- Dewatering

Thank you for the opportunity to propose on this project! Please call if you have any questions or need clarification.

Sincerely,

Jason White

Pocket Neighborhood – Cluster Design



Mike Rogers
850 566-2560
Mike@southernadvocacygroup.com



Pocket Neighborhood – Cluster Design



15



Example Multifamily Quads



16



Vacant Land Contract

1. **Sale and Purchase:** _____ City of Port St Joe _____ ("Seller")
 and _____ Brock Gulf Properties _____ ("Buyer")
 (the "parties") agree to sell and buy on the terms and conditions specified below the property ("Property")
 described as:
 Address: _____ Lot 7 and Lot 6 less N8' Woodward Av, Port St Joe, FL 32456
 Legal Description: _____ CITY OF PORT ST JOE LOT 7 & LOT 6 LESS N 8' TO SMITH MAP 50A BLK 38

 SEC ____/TWP / ____/RNG ____ of ____ Gulf ____ County, Florida. Real Property ID No.: _____ 04908-000R
 including all improvements existing on the Property and the following additional property: _____

 2. **Purchase Price:** (U.S. currency) _____ \$ _____ 40,000.00
 All deposits will be made payable to "Escrow Agent" named below and held in escrow by:
 Escrow Agent's Name: _____ Rish and Gibson
 Escrow Agent's Contact Person: _____ Debbie Jasinski
 Escrow Agent's Address: _____ 116 Sailors Cove Dr, Port St Joe, FL 32456
 Escrow Agent's Phone: _____ 850-229-8211
 Escrow Agent's Email: _____ djasinski@psjlaw.com
 (a) Initial deposit (\$0 if left blank) (Check if applicable)
☐ accompanies offer
☒ will be delivered to Escrow Agent within _____ 3 _____ days (3 days if left blank)
 after Effective Date _____ \$ _____ 4,000.00
 (b) Additional deposit will be delivered to Escrow Agent (Check if applicable)
☐ within _____ days (10 days if left blank) after Effective Date
☐ within _____ days (3 days if left blank) after expiration of Feasibility Study Period _____ \$ _____
 (c) Total Financing (see Paragraph 6) (express as a dollar amount or percentage) _____ \$ _____
 (d) Other: _____ \$ _____
 (e) Balance to close (not including Buyer's closing costs, prepaid items, and prorations)
 to be paid at closing by wire transfer or other Collected funds _____ \$ _____ 36,000.00
 (f) ☐ (Complete only if purchase price will be determined based on a per unit cost instead of a fixed price.) The
 unit used to determine the purchase price is ☐ lot ☐ acre ☐ square foot ☐ other (specify): _____
 prorating areas of less than a full unit. The purchase price will be \$ _____ per unit based on a
 calculation of total area of the Property as certified to Seller and Buyer by a Florida licensed surveyor in
 accordance with Paragraph 8(c). The following rights of way and other areas will be excluded from the
 calculation: _____
 3. **Time for Acceptance; Effective Date:** Unless this offer is signed by Seller and Buyer and an executed copy
 delivered to all parties on or before _____ September 15, 2020 _____, this offer will be withdrawn and Buyer's deposit, if
 any, will be returned. The time for acceptance of any counter-offer will be 3 days after the date the counter-offer is
 delivered. The "Effective Date" of this contract is the date on which the last one of the Seller and Buyer has
 signed or initialed and delivered this offer or the final counter-offer.
 4. **Closing Date:** This transaction will close on _____ October 1, 2020 _____ ("Closing Date"), unless specifically
 extended by other provisions of this contract. The Closing Date will prevail over all other time periods including, but
 not limited to, Financing and Feasibility Study periods. However, if the Closing Date occurs on a Saturday,
 Sunday, or national legal holiday, it will extend to 5:00 p.m. (where the Property is located) of the next business
 day. In the event insurance underwriting is suspended on Closing Date and Buyer is unable to obtain property
 insurance, Buyer may postpone closing for up to 5 days after the insurance underwriting suspension is lifted. If
 this transaction does not close for any reason, Buyer will immediately return all Seller provided documents and
 other items.
 5. **Extension of Closing Date:** If Paragraph 6(b) is checked and Closing Funds from Buyer's lender(s) are not
 available on Closing Date due to Consumer Financial Protection Bureau Closing Disclosure delivery requirements

Buyer (RB) (____) and Seller (____) (____) acknowledge receipt of a copy of this page, which is 1 of 8 pages.

VAC-13 Rev 2/20

Serial#: 007632-200160-0106705

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Form
Simplicity

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Plans have been made to add lights to the lighthouse again this year on the anniversary of hurricane Michael.

I appreciate the efforts of Bill and Sandy Kennedy, Paula Pickett and the others who made possible the lighting of the lighthouse after hurricane Michael. The first time I saw the pictures, it brought tears to my eyes, it was so beautiful. The lights provided a beacon of hope to our community and surrounding area after the hurricane. The pictures went viral and brought much attention to our area. Last year in commemoration of the anniversary of the storm, the lights were lit in October and remained up until after the new year.

However, there are some challenges with having the lights up for an extended period of time. Wind takes a toll and it becomes difficult to keep the strands of lights off the stair railings. Also, what is beautiful at night is a problem for our guests who wish to make pictures during the day.

Our recommendation is that the lights be put up to coincide with the city's Christmas decorations and taken down the first week in January.

Thank you for the opportunity to give our recommendation.

Linda Wood
Operations Manager
Cape San Blas Lighthouse

City of Port St. Joe
PDRB Membership
Current January 1, 2020

Board Member	Phone		Term Ends	Reappointed	Appointed by City Commission
	Work	Cell			
Rish, Jay	227-9600	227-5569	11/4/20	10/17/17	
Burge, Travis	229-7338	340-1986	11/1/22	10/18/16	11/19/19 – 3 years
Earley, Phil	227-2112	227-6241	11/1/22	10/18/16	11/19/19 - 3 years
Keels, Hal		527-4208	11/1/22	10/18/16	11/19/19 – 3 years
Leslie, Rawlis	229-6770		11/4/20	10/17/17	
Likely, Minnie	229-8155	866-4704	11/4/20	10/17/17	
Mathews, Letha		206-722-8052	11/2/21		3/20/18
Creel, Bo	819-5191	381-2538			
EPCI	229-1093				

POLICY FOR UTILITY BILLING ADJUSTMENTS

Approved by the City Commission on 2/5/19 10/6/20

Water usage may be considered for adjustment by the City Utility Department if the total month's usage is at least three (3) times the six month average usage.

Requests for utility billing adjustments must be submitted to the City Utility Department on the "Request for Utility Billing Adjustment" form.

If approved, the Utility Department will determine the gallons approved for credit based on the usage history of the customer in prior comparable periods.

Water usage approved for credit will be eligible for:

1. 100% credit for the related sewer charge, but not less than the six month average.
2. 100% credit for the related water charge, but not less than the six month average.

Limited to one adjustment in a twelve (12) month period for two billing periods.

Utility charges related to water usage determined to be due and payable and not eligible for adjustment may be approved by the Utility Department for payment over a reasonable amount of time, based on hardship but not to exceed twelve (12) months.

~~Sewer charge adjustments may be allowed by the Utility Department for a new pool installation or refill. Limited to one (1) adjustment in a twelve (12) month period for one (1) billing period. A request must be made on the "Request for Utility Billing Adjustment Form".~~

Residential and Commercial accounts with excessive usage NOT due to a water leak, equipment or billing error to include but not limited to pool installation and/or refill based on a six month average. Limited to (1) adjustment in a (12) month period for (2) consecutive billing periods.

Decisions of the Utility Department may be appealed by submitting additional information regarding the water usage in writing to the City Manager within ten (10) days of notification of the decision by the Utility Department.



Vermeer Southeast Sales & Service, Inc.
6691 Mobile Highway
Pensacola, FL 32526

QUOTE

Date: 10/01/20

Sales Rep: Tyler Harrison

Customer Information:

City of Port Saint Joe

1002 10th Street

Port Saint Joe, FL 32456

Delivered to:

Same

Contact Name: Mr. John Grantland

Phone Number: 850-527-2221

Payment method:

Qty	DESCRIPTION and SERIAL #	Unit Price	TOTAL
1	New Vactron CS870GT: 27 HP Kohler gas engine; 580 CFM Vacuum Pump; 800 gallon debris tank with hydraulic tilt; wet and dry filtration with cyclone; 30' x 3" suction hose Hydraulic rear door / Polymer Liner on tank floor Tandem Axle trailer (12,000 GVWR) FL Sheriff's Association Contract FSA20-VEH18.0 Specification # 105 Title: Vacuum Excavator, Trailer Mounted - 14,000 GVWR Model: LP873SDT		\$ -
1	Price for base model	\$ 91,884.00	\$ 91,884.00
-1	Delete Option: Downgrade to Model CS870GT (per above specifications)	\$ 54,655.00	\$ (54,655.00)
-1	Discretionary Dealer Discount - Demo Unit	\$ 4,104.00	\$ (4,104.00)
SubTotal			\$ 33,125.00
Tax			
Total			\$ 33,125.00
Less Down Payment			
Balance Due			\$ 33,125.00

THANK YOU FOR YOUR BUSINESS!

TERMS:

All warranties, if any, made with respect to this equipment are those warranties made by the Manufacturer. Dealer makes no warranties express or implied, including, but not limited to, warranties of MERCHANTABILITY AND FITNESS OF A PARTICULAR PURPOSE.

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Customer
Signature



RFP # 2020-15
50% Membrane Grade Caustic Soda
September 18, 2020
City Commission Conference Room

[illegible]

RFP # 2020-16
Sodium Hypochlorite
September 18, 2020
City Commission Conference Room

VENDOR	BID AMOUNT
Allied Universal	.89 per gal.
Univar USA	unable to bid at this time

RFP # 2020-17
Liquid Ferric Sulfate
September 18, 2020
City Commission Conference Room

VENDOR	BID AMOUNT
<i>Cedar Chem</i>	<i>\$ 471 /DT/ DEL</i>
<i>Univa USA</i>	<i>unable to bid at this time</i>

Surplus Property
Wastewater Treatment Plant
10/6/20

1980 International Harvester 510 Front End Loader