

**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 21, 2021, at Noon.**

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

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of September 7, 2021, the Budget Workshop Meeting of September 7, 2021, the Workforce Housing Public / Private Partnership Workshop Meeting of September 14, 2021, and the Special Meeting for the first Public Hearing on the Budget of September 14, 2021. All in favor; Motion carried 3-0.

Mayor Buzzett requested that Dr. Shean Preston, Executive Director Gulf Coast State College Foundation, address the Commission rather than wait until the New Business Section of the meeting.

Dr. Preston shared the vision and goal of the Gulf Coast State College Foundation to provide every senior in the Bay, Gulf, and Franklin Counties a college education through funds from the foundation. He asked that the Commission consider providing funding to help with this project.

**City Engineer – John Baxley**

*Maddox Park Gazebo*

The advertisement for the project has been sent to the newspapers.

*First Street Lift Station and Long Avenue Water / Sewer Project*

The project is under construction. The next progress meeting is scheduled for September 24, 2021.

*Clifford Sims Park Plan*

This is currently in design.

*First Street Resurfacing*

The project is currently in design and work is being done on 60% plan set.

Commissioner Hoffman shared his concerns about water collecting on North Garrison and asked that Dewberry look at the situation.

Commissioner Langston noted that there is a water issue with Forest Hill Cemetery.

**City Attorney –**

*Resolution 2021-16 Amended and Restated Master Water and Sewer Bonds*

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to approve Resolution 2021-16. All in favor; Motion carried 3-0. Financial Advisor, Jon Ford of Ford and Associates and Bond Counsel, Jason Breth of Bryant, Miller, and Olive thanked the Commissioners for the opportunity to represent the City in this matter. Refinancing will be done at the rate of 1.64%, and it will not be necessary to raise the Water and Sewer Rates this year because of refinancing.

## **Old Business**

### *Current City Projects*

Mr. Anderson shared that all projects are moving along well.

### *Covid 19 Update, Mayor Buzzett*

Mr. Anderson shared that Covid is trending downward, we are still above 19%, and there is a moratorium on rentals until the rate is down to 15%

### *Budget 2021 / 2022 Public Hearing today at 5:01 P.M.*

The Final Budget Hearing for the FY 2021 – 2022 Budget will be this afternoon. Mr. Anderson noted that the Milage Rate remains at 3.5914 which it has been for a number of years, and because of the refinancing of the bond, Water and Sewer Rates will not see an increase this year.

### *RFQ 2021-01 Workforce Housing Public / Private Partnership*

Mayor Buzzett noted the Commission will need to move forward with a partnership at some point and reminded the Commissioners to prepare their list of what they would like to see the project provide and give it to Mr. Anderson.

Christy McElroy thanked Mayor Buzzett for the opportunity to participate in the Workforce Housing Workshop last week and noted she is concerned about the roads.

## **New Business –**

### *Dr. Shean Preston, Executive Director Gulf Coast State College Foundation Scholarship Drive*

This was moved up in the Agenda.

### *Pickleball Court Covered Shelter*

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to allow the Pickleball players to provide and assemble a shelter to be used for protection from the sun and rain. All in favor; Motion carried 3-0.

### *PAC Consultant Request, Chester Davis*

Chester Davis asked for consideration of partnering with Edward Johnson and Associates to help with the PAC. Mr. Davis had Mr. Johnson on the phone and he gave a brief overview of his experience. A Balance Sheet for the PSJRA was provided and after expenses, there is a balance of \$13,882 in the Budget.

There is a meeting of the PSJRA scheduled for October 19, 2021, at 11:00 A.M., to discuss this item.

### *CDBG-CV Application Due November 1, 2021*

Mr. Anderson shared that this is for COVID assistance and asked for direction from the Commission. After discussion, it was the consensus of the Commission to apply for funding that would include a sports complex and secondly an Amphitheatre. These options will be discussed with our grant writers, the Ferguson Group, and are on our next Meeting Agenda.

## **Public Works – John Grantland**

### *Sidewalks on Monument*

Mr. Grantland anticipates it would cost approximately \$76,000 to repair both sides of Monument Avenue from 9<sup>th</sup> to 13<sup>th</sup> Streets, and \$120,000 to repair both sides of Monument from 13<sup>th</sup> to 18<sup>th</sup> Streets. Consensus was to bid the project because of the lack of City personnel for the project.

### *Citywide Clean up*

Mr. Grantland recommended placing two roll offs at the City Yard because what is dumped into the roll offs must be monitored. The cost is \$67.50 per ton and \$200 per pickup. This item was Tabled.

Commissioner Langston suggested that the County Commissioners be contacted and asked to waive the tipping fees.

### **Surface Water Plant – Larry McClamma**

Mr. McClamma was running the plant and unable to attend the meeting. He has requested that the opening in his department be readvertised as an Operator / Trainee Position.

It was suggested that a policy on training and longevity be considered.

### **Wastewater Plant – Kevin Pettis**

Mr. Pettis was out today. Mr. Anderson shared that plant employees continue to work to reduce the liquid in the lagoon. He also stated that a break in the rain would be helpful because there has been a very high rate of I & I going into the lagoon.

### **Finance Director – Mike Lacour**

#### *2021 – 2022 Budget Update*

Mr. Lacour reminded the Commissioners of the 5:01 P.M. Meeting today for the Final Hearing on the 2021 – 2022 Budget. He shared there is \$50,000 in Escrow for sidewalks and \$50,000 in the budget that could be used for the Monument Avenue Sidewalk Project.

There is a FEMA Meeting tomorrow that Mr. Lacour will be attending. He noted that 25 of 29 FEMA Projects have been completed and the four remaining projects, Buck Griffin Lake, Waste Water Treatment Plant, Maddox Park, and Clifford Sims Park, have been obligated.

The FRDAP Committee needs to meet to determine what grant to apply for in the coming cycle that is open October 1, 2021, through October 15, 2021. Consensus was that a Splash Pad would be the first choice.

### **Code Enforcement –**

The following Code Enforcement Violations will be heard at the October 14, 2021, Hearings:

405 – 406 16<sup>th</sup> Street Parcels 05275-000R and 05275-050R Hazardous vegetation, Pine Lake Mobile Home Park LLC.

414 B Reid Avenue Parcel 04796-000R No business License, Dennis Warren the Brick Wall Restaurant.

609 Garrison Avenue Parcel 04985-000R Hazardous vegetation, Natallie Franks and James Padgett.

418 Martin Luther King Jr., Blvd., Parcel 05830-000R Substandard Structure Susie Clemmons.

1604 Garrison Avenue Parcel 05493-000R Hazardous vegetation, Estate of Ferrin Kennedy.

### **Police Department – Chief Richards**

Chief Richards shared that an email circulated recently by a lady in reference to Boat Ramp Tickets was very inaccurate and he had addressed the issue.

**City Clerk – Charlotte Pierce**

*Grants Update –*

Clerk Pierce shared that our Grant Writers, Ferguson Group, had submitted the CDBG-DR Road and Stormwater and the New Fire / Police Facility Applications this past week.

Mr. Anderson noted that a Legislative Appropriation Request had been received from Representative Shoaf's office and was due by November 10, 2021.

**Citizens to be Heard –**

*Eddie Fields* asked about water issues at Forest Hill Cemetery and the Washington Gym area. These concerns had already been addressed and Mr. Fields thanked the Commission for addressing them.

*Letha Mathews* asked about the infrastructure on MLK Blvd. Mr. Grantland responded that the water mains were new and there is no sewer on MLK. Stormwater management is being reviewed by Dewberry.

*Chester Davis* stated the infrastructure had not yet been approved by the PAC.

**Discussion Items by Commissioners**

*Commissioner Langston* shared his concerns about the Building Department losing an employee and experienced people should be compensated more. It was noted that the Building Department is run by EPCI, pay issues should be discussed with them, and their starting pay should be more competitive. Mr. Creel is looking for a replacement employee from this community.

*Commissioner Hoffman* expressed his concerns about Call Out Pay for employees. Mr. Grantland offered to show him the City Policy for this and discuss the issue with him.

Commissioner Hoffman is concerned about the flow of traffic for the boat ramp and asked that the easement for the TDC Road be reviewed.

He also noted that the FWC had visited Buck Griffin Lake and will be stocking it soon with 1,000 Catfish, 500 Bream, and 100 Bass. The oxygen level is low in the lake and the fountains need to be turned on.

*Mayor Buzzett* did not have anything to discuss. He shared that he will be out of town for the October 5, 2021 meeting.


**Motion to Adjourn –**

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:20 P.M.

Approved this 5<sup>th</sup> day of October 2021.

  
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Rex Buzzett, Mayor

10/12/21  
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Date

  
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Charlotte M. Pierce, City Clerk

10/5/21  
\_\_\_\_\_  
Date