

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, May 17, 2022, at Noon.**

The following were present: Commissioners Ashbrook, Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Clinton McCahill were also present. Mayor Buzzett was absent and the meeting was chaired by Mayor pro tem David Ashbrook.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of April 19, 2022, and the Special Meeting of April 22, 2022. All in favor; Motion carried 4-0.

City Engineer – Josh Baxley

Long Avenue Water / Sewer Project

This project is currently in process.

RFP 2022-01 First Street Paving, Request to Re-bid:

Bids are due on June 6, 2022.

Clifford Sims Park Plan, RFP 2022-02

This project is waiting on a review by FEMA.

Boat Ramp Access Road Design

Bids are due on June 3, 2022.

Mr. Baxley shared that the Long Avenue Resurfacing Plans are at 90% and are being reviewed by Dewberry and City Staff.

City Attorney –

ESAD Sewer Update

Attorney McCahill noted that a draft has been received from the County and he is making the necessary revisions. Mr. McCahill will get with Mayor Buzzett to review the document, and will have a final agreement for the next Commission meeting.

Resolution 2022-04 Law Enforcement Towing Fees

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to adopt Resolution 2022-04. All in favor; Motion carried 4-0,

Mr. McCahill requested that an item under New Business, Kathleen Johnson – 1405 Constitution Drive, be move up on the Agenda.

Attorney Pat Floyd, who is representing Ms. Johnson, spoke on behalf of Ms. Johnson.

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to follow the guidance of Attorney McCahill, and lift the Stop Work Order. A Certificate of Occupancy will not be given for the Carriage House until the main structure is completed. All in favor; Motion carried 4-0.

Old Business

City Projects

Mr. Anderson noted that for the next two weeks, work would be done to spruce up town for the Memorial Day Holiday.

Commissioner Ashbrook noted that dirt and debris are still being left on Langston Drive and Avenue A, and asked that this be addressed again.

Commissioner Langston asked the status of the paving plans to be done on Avenues C, and D.

Kathleen Johnson - 1405 Constitution Drive – Moved to Old Business, previously discussed.

Sports Complex Workshop of June 2, 2022, at 5 P.M.

Mr. Anderson reminded the Commission of the Workshop, and the request that had been received from Sherry Herring, Gulf County Budget Director, asking that all Budget request for FY 2022-2023 be in to her by June 1, 2022.

Commissioner Hoffman requested that a Field of Dreams Budget Request be submitted for \$1,000,000 match for construction and to include an annual allotment of \$250,000 (equivalent of 1% of bed tax collected in the City), Maintenance Agreement, and one or two people to help as workers at the facility.

Commissioner Langston suggested that transportation be provided for children that did not have the means of getting to the Field of Dreams.

RFP 2022-04 Lighthouse Painting (Handout)

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to award RFP 2022-04 to Razorback LLC with a Base Bid of \$211,000.00, Alternate 1 Bid of \$66,000.00, and Alternate 2 Bid of \$31,000.00 for a total of \$308,000.00. All in favor; Motion carried 4-0. Funding for the project comes from insurance and FEMA from Hurricane Michael.

New Business –

CDBG-DR

Juneteenth Flags – Commissioner Langston

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to purchase 8 flags for a total of \$850 to be used on Langston Drive and MLK Boulevard. All in favor; Motion carried 4-0.

Digital Sign at Boat Ramp – Commissioner Hoffman

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to purchase a digital sign for not more than \$20,000 for the boat ramp using funds from the designated account for the boat ramp. All in favor; Motion carried 4-0.

Mayor pro tem Ashbrook requested that the STANTEC Contract for the CRA be on the next Agenda.

FLC Annual Conference, Voting Delegate

Consensus of the Commission was for Mayor pro tem Ashbrook to continue serving as the Voting Delegate to the FLC Annual Conference.

Mr. Anderson noted that the Washington Gym Restrooms look good and the City is working with a contractor on the covered walkway.

Public Works – John Grantland

Septic to Sewer Grant Update

Mr. Grantland shared there are 175 connections available to customers currently on City sewer. Mike Lacour is the Point of Contact for anyone wishing to take advantage of this opportunity.

Surface Water Plant –

Larry McClamma was out and Mr. Anderson shared that everything is going well at the plant.

Wastewater Plant – Kevin Pettis

There is 3' of free board in the pond, and the Consent Order has been extended.

Finance Director – Mike Lacour

FEMA Update

Maddox Park Gazebo – The project has been in Step 4 of 8 for 59 days. Mr. Lacour shared that his FDEM Contact person has requested that the project be expedited through their workflow and that management will review and advance the request today.

Clifford Sims Park – Mr. Lacour is revising the submission for this project and is trying to expedite this project also.

Mr. Lacour shared there is \$34,000 remaining in the Buck Griffin Lake Project that can be expended on existing structures or equipment. It was suggested that the roofs on two of the Pavilions at Dooder Parker Park be repaired and convert a wooden bridge to an aluminum bridge at Buck Griffin Lake. Mr. Anderson, Mr. Grantland, and Mr. Lacour will work with this project.

2022-23 Budget Update

Staff is working internally on the Budget and Mr. Lacour requested that Commissioners and Department Heads get with him on their budget concerns.

Code Enforcement –

Staff has been working with the Boykin Family on two structures that were destroyed by fire. The County has agreed to demo the structures. Attorney McCahill will be drafting a memo for the family to sign and allow the City to Lien the property if the family is unable to pay for the charges.

Police Department – Chief Richards

Chief Richards shared that he has one officer leaving the force today due to the inability to secure affordable housing here.

City Clerk – Charlotte Pierce

Grants Update

Clerk Pierce shared that Staff continues to meet with our Grant Writers, the Ferguson Group, on funding opportunities for the City.

Ghosts on the Coast

Consensus of the Commission was to allow the Gulf County Chamber of Commerce provide Ghosts on the Coast.

Christmas Parade

Clerk Pierce shared the Christmas Parade will be on Saturday, December 10, 2022, and will begin at 6 P.M.

Citizens to be Heard –

George Thompson, Gary Howze, II, and Donna Thompson shared their concerns about the Pole Barn being constructed at 916 Twentieth Street.

Chester Davis shared his observations in the community, issues at Gateway, animal control, speeding issues, and lack of cleanliness in North Port St. Joe. He invited the Commission to a recognition ceremony for Pioneer Bay on May 23, 2022.

Marvin Davis shared his concerns about the lack of affordable housing in Port St. Joe.

Crystal Rhodes and Linda Willis voiced their concerns about speeding on Garrison Avenue. Chief Richards responded that enforcement has increased in hopes of resolving this issue.

Discussion Items by Commissioners

Commissioner Langston thanked the NJROTC for their help in cleaning up the area of Nort Port St. Joe. He also suggested that each church in Nort Port St. Joe adopt a street and be responsible for keeping it clean. Commissioner Langston was complimentary of the work being done for the Washington Gym Bathrooms.

Commissioner Lowry thanked City Staff for cleaning the Right of Ways and trimming the Palm trees.

Commissioner Hoffman did not have anything additional to discuss.

Mayor pro tem Ashbrook did not have any other issues to share with the Commission.

Motion to Adjourn –

There was no other business to come before the Commission and a Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to adjourn the meeting at 1:45 P.M.

Approved this 7th day of June 2022.


David Ashbrook, Mayor pro tem

6/7/22
Date


Charlotte M. Pierce, City Clerk

6/7/22
Date