

**December 6, 2022
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

Regular Public Meeting

12:00 Noon

Tuesday December 6, 2022

Call to Order

Consent Agenda

Minutes

- **Regular Commission Meeting 11/15/22** **Pages 4-7**
- **Special Meeting 11/22/22** **Pages 8-13**
- **Workshop Meeting 11/29/22** **Page 14**

City Engineer

- **Long Ave.**
 - **Water/Sewer**
 - **Paving**
- **Ave. C, D, & Dr. Joe Parking lot Paving**
- **First Street Paving**
- **Beacon Hill Sewer Design**
- **CEI Services for Paving Projects- Task Order** **Pages 15-16**

City Attorney

- **Ordinance 601 E-Cigarettes Amendment** **Pages 17-19**
 - **First Reading & Request to Advertise**

Old Business

- **City Projects** **Pages 20-21**
- **PSJRA Membership** **Pages 22-23**
- **PDRB Membership** **Page 24**

New Business

- **Lobbying Firm Proposal** **Pages 25-38**
- **December Calendar- 12/20 Regular Meeting, 12/22 Employee Appreciation Luncheon**

Public Works

- **Update**

Surface Water Plant

- **Update**

Wastewater Plant

- **Update**

Finance Director

- **FEMA- Update**

Code Enforcement

- **Update**

Police Department

- **Update**

City Clerk

- **Grants Update**
- **Christmas Parade 12/10/22 at 6:00**

Pages 39-40

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, November 15, 2022, at Noon.**

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

CONSENT AGENDA

Mayor Buzzett extended condolences to Commissioner Hoffman in the death of his mother. He also thanked the Veterans for their service to our Country.

Minutes

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of November 1, 2022. All in favor; Motion carried 5-0.

City Engineer – Josh Baxley

Long Avenue Water / Sewer / Paving –

The lateral lining is expected to be completed by November 23, 2022. L & K say they have completed the City Punch List items except for the brick pavers at the Elementary School. They expect to have the pavers completed this week.

The Notice Of Award and Agreement have been provided to the City for the Base Bid and all Alternates. Total awarded amount for paving is \$952,428.

Avenues C and D Paving –

The NOA and Agreement have been provided to the City for the Base Bid amount of \$449,499.70.

First Street Paving –

This project is under construction.

Beacon Hill Sewer Design –

The Lift Station is out for bid.

CEI Services for Paving Projects – Task Order

This was Tabled so that City Staff may talk with Dewberry to try to value engineer the project.

City Attorney –

ESAD Sewer Purchase Agreement

On November 8, 2022, Attorney McCahill provided the final offer to Mr. Seifert and his attorney.

Mr. Seifert asked, during the 20-day closing period, what the compensation would be to ESAD while the City was hooking up to the system.

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to approve the ESAD Purchase Agreement, and should it be necessary, the City would pay \$500 per day during the 20-day closing period while the City is in the process of hooking up to the system. The City has reviewed the financials and feels this is a good deal for the City. All in favor; Motion carried 5-0. Mr. McCahill will add a sentence to the agreement to pay the \$500 per day compensation.

Clifford Sims Park Agreement

After a discussion, this item was Tabled. A response has not been received from the FL Attorney General and there were concerns about citizens being allowed to fish from the City owned bulkhead.

Old Business

City Projects

Mr. Anderson shared that Haven Road Sewer has been finished, the Maddox Park Gazebo is near completion, and the shade cover for the Washington Site should be delivered this week. The covers for the exercise equipment at Dooder Parker Park and the Washington sites have been ordered. The new piece of equipment should be in this week for cleaning ponds.

Hurricane Ian – Mayor Buzzett

Mayor Buzzett announced that there will be a check presentation Thursday at 11 A.M., at City Hall for the funds raised to help the victims of Hurricane Ian. He shared that Gulf County, the Sheriff's Department, Cities of Mexico Beach and Port St. Joe provided seed money of \$15,000 and approximately \$30,000 will be given to Samaritan's Purse that has been raised for this project. He asked that citizens continue to remember those effected by the hurricane as they are still hurting.

New Business –

Port St. Joe Redevelopment Agency

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to add two more members, Chester Davis and Eddie Fields, to the PSJRA. All in favor; Motion carried 5-0.

Employee Appreciation Luncheon

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to have the Employee Appreciation Luncheon on Thursday, December 22, 2022, at noon, allow the employees to end their work day with the luncheon, and include the PSJRA members in the luncheon. All in favor; Motion carried 5-0.

Reid Avenue Sidewalks

Mr. Anderson asked that the Commissioners look at the options for Reid Avenue and give their recommendations for repairs.

Chamber Workshop – Mayor Buzzett

Mayor Buzzett requested that a Workshop be held on Tuesday, November 29, 2022, at 5 P.M., with the businesses to discuss their suggestions on improvements for the downtown area.

Public Works –

ESAD Wastewater System Evaluation Task Order

A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook to approve the Task Order with Anchor CEI in the amount of \$23,640. All in favor; Motion carried 5-0.

Surface Water Plant – Larry McClamma

Mr. McClamma expects the delivery today of the new Aquatic Vegetation Rake that will be used to clean City ponds.

Wastewater Plant – Kevin Pettis

Mr. Pettis shared that there is 2' of freeboard in the lagoon, they are making more room in the lagoon and the plant is pushing water. A pump went out yesterday and he is getting quotes for repairs. The new lagoon treatment of Algae has started and will take about 3 months to see any changes. The Consent Order ends at the end of this month and the Dewberry Survey Team has not met with Duke Energy yet.

Finance Director – Mike Lacour

FEMA Update

Mr. Lacour has responded to a Request for Information from FEMA on this. He hopes that we are moving to the final peer review for this project.

Code Enforcement –

Mr. Anderson shared that Code Enforcement is working on the Commercial District and unrepaired buildings.

Police Department – Chief Richards

Chief Richards did not have anything to update the Commission on.

City Clerk – Charlotte Pierce

Grants Update

Clerk Pierce noted that City Staff continues to work with our grant writers on the availability of grants, and providing needed required reports.

Christmas Parade December 10, 2022, at 6 P.M.

Ms. Pierce reminded the Commissioners of the Christmas Parade and asked that they let her know after the meeting if they will be available for the parade.

Citizens to be Heard –

Cheryl Steindorf and Chester Davis asked about the possibility of Pioneer Bay using some of the land where the proposed new city hall would be located. Mayor Buzzett explained that the City is walking away from that land and would no longer have an interest in it.

Bertha Quinn shared her concerns about the ditch next to her house. Mr. Grantland responded that the City does not cover ditches nor determine the size of driveways, but Ms. Quinn can purchase pipe and cover the ditch. Ms. Quinn shared her opinion about a recent selection process for someone to represent the City. Mayor Buzzett explained that was a private business and the City had nothing to do with the process.

Lyn Willis stated that she attested to Mayor Buzzett's explanation on the selection process and that she would work to resolve the issue.

Discussion Items by Commissioners

Commissioner Hoffman requested that Attorney McCahill write a letter to the St. Joe Company concerning the contaminated land and the possibility of a land swap.

Mr. McCahill shared that he had spoken with a representative of the title insurance company and anticipates a response from them soon on this issue.

Commissioner Lowry questioned if the piece of property being considered for a land swap is contaminated. Mr. Anderson responded that it was not on the same list from FDEP that the Avenue A property is on.

Commissioner Ashbrook did not have anything else to discuss with the Commissioners.

Commissioner Langston commended those who sponsored the Veterans Service at Zion Fair Baptist Church on November 11, 2022, and stated that it was a good event.

Mayor Buzzett shared that senior citizens on a limited income will need help with the Septic to Sewer hookups and asked that accommodations be considered for them.

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 _____ day of _____ 2022.

Rex Buzzett, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

Revised

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT 2775 GARRISON AVENUE, November 18, 2022, At 9:00 A.M.

The following were present: Mayor Buzzett, Commissioners Ashbrook, Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, City Attorney Clinton McCahill, Finance Director Mike Lacour, and Public Works Director John Grantland were also present.

The purpose of the meeting was to consider the Memorandum of Understanding for the purchase of the ESAD Sewer System.

CONSENT AGENDA

Memorandum of Understanding – ESAD Sewer System

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to approve the Memorandum of Understanding with Gulf County for the purchase of the ESAD Sewer System. All in favor; Motion carried 5-0. The MOU is attached as Exhibit A.

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 9:02 A.M.

Approved this _____ day of _____ 2022.

Rex Buzzett, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

MEMORANDUM OF UNDERSTANDING AND AGREEMENT
REGARDING GULF COUNTY SUPPORT AND ASSISTANCE TO
CITY OF PORT ST. JOE IN EXPANSION OF PUBLIC SOLID WASTE SYSTEM

November 16, 2022

This Memorandum of Understanding and Agreement is to establish a structure, agreement and process for support and assistance for the expansion of the City of Port St. Joe public solid waste system by acquiring the private solid waste system known as ESAD Enterprises, Inc., "ESAD" and extending its services to the Gulf County line terminating at CR 386 bordering with Bay County, Florida and is entered into by and between the CITY OF PORT ST. JOE, a Florida municipal corporation ("City"), having an address of 305 Cecil G. Costin Sr. Blvd, Port St. Joe, FL 32456, and GULF COUNTY, duly organized under the laws of the State of Florida ("County"), having an address of 1000 Cecil G. Costin, Sr. Blvd, Port St. Joe, Florida 32456.

WHEREAS, the County and City each own real property or other physical assets in or around the areas of Gulf County, Florida (the "Region") and have mutual interests in exploring opportunities and securing additional public health and safety for its residents and continually improving the quality of life for its citizens and visitors which include to promote economic development and public health and safety through possible expansion and further development of existing public utilities including but not limited to the City of Port St. Joe solid waste system and customer accessibility within the Region; and

WHEREAS, the County is supportive of the City to acquire the private solid waste system currently owned by ESAD; and

WHEREAS, the City desires to acquire ESAD contingent upon the County's obligations contained in this Agreement; and

WHEREAS, the County and City understand the potential benefit of working collaboratively to explore and secure the available assets and provide the County's professional experience in order to maximize the economic development opportunities and increased public health and safety in the Region with the City's expansion of its existing solid waste system; and

WHEREAS, the County has previously entered into a similar agreements and cooperative efforts with the City and, believes that supplementing those other current efforts will assist in the goal of maximizing the public health and safety and further economic development opportunities within the Region; and

WHEREAS, the Gulf County Board of County Commission ("Commission") seeks to continue its long history of support and assistance for the development of the Region through its cooperative efforts of public investment through the City of Port St. Joe for the future growth and promotion of an expansion of the solid waste system, and

WHEREAS, the City Commission recognizes the continuing emergence of the County through its efforts in promotion, marketing and development that serve as the primary catalyst to the future enhanced quality of life, public health and safety and thereby increased business and job growth in the City and Gulf County, and

AS CMP Cfm
9

WHEREAS, the County and City have both met in open public meetings duly noticed during which an affirmative vote was taken to authorize the designated elected officials stated herein to execute this Memorandum of Understanding on behalf of both the County and City, and

WHEREAS, the Commission recognizes the unique and abundant opportunities that will be created for this and future generations from the success that is accomplished in collaboration and cooperation with the City in expanding the current solid waste system and taking both private systems and septic systems off line within the Region.

NOW, THEREFORE, in consideration of the foregoing promises and mutual understandings of the parties, the County and City agree as follows:

1. The County hereby agrees that under this Agreement the County shall support and perform its conditions upon the City executing its Agreement with ESAD Enterprises, Inc., for the purchase of its solid waste sewer system and if that Agreement should terminate so would this Agreement. The County further agrees that it shall convey the necessary perpetual easements for solid waste service access for Beacon Hill area (also known as Integras) as for the City to own and operate the Beacon Hill area sewer system.
2. County support County agrees herein to provide
 - a. Funding support that includes the financial commitment of \$750,000.00 (seven hundred and fifty thousand dollars), which represents (1) \$500,000.00 (five hundred thousand dollars) exclusively toward the acquisition and purchase of the private system known as ESAD; and (2) up to \$250,000.00 (two hundred and fifty thousand dollars) towards improvements and upgrades and repairs to the existing system. The \$500,000.00 consideration from the County shall be provided on the closing of the City's purchase of the ESAD system and that the City's purchase of the ESAD system is contingent upon the County providing the \$500,000.00 commitment towards the City's purchase of ESAD. The County will provide the City with the funding of up to \$250,000.00 for improvements upon the City and ESAD concluding the purchase agreement between them for the City's purchase of the ESAD system. The County agrees that the City's agreement to purchase the ESAD system is contingent upon this agreed upon funding for upgrades and repairs of the proposed City system and expansion after its acquisition of the subject system. The City agrees that upon funding from the County, the City shall fully cooperate with County officials for all grant requirements in seeking reimbursement to the County for the pledged funding.
 - b. The County agrees to execute and convey those necessary perpetual easements for expansion and extension of the current City of Port St. Joe solid waste treatment lines across County property to access the necessary lift station required for the City to expand its solid waste service area to the Bay County line. The process for conveyance of these perpetual easements shall commence immediately upon the City's and ESAD fully executing the waste system purchase agreement. The identified parcel required from the County to convey easement access is attached as Exhibit "A" and said easements with final legal descriptions shall be prepared and delivered by Gulf County following the contract execution between the City and ESAD.
 - c. The County agrees to this pledge and funding support conditioned on the City of Port St. Joe executing a purchase agreement on or before November 30, 2022 with ESAD and thereafter purchase and acquisition of the system on or before September 30, 2023.

RB CMP Ctm

3. Notice Any notice required or permitted to be given hereunder shall be in writing. Notice shall be effective upon delivery by electronic transmission, mail, facsimile, express courier, or other appropriate means to the following addresses of the parties hereto:

To City of Port St. Joe: Jim Anderson, City Manager
City of Port St. Joe
305 Cecil G. Costin, Sr. Blvd.
Port St. Joe, Florida 32456
Email: janderson@psj.fl.gov

With a copy to: Clinton T. McCahill
817 Marvin Avenue
Port St. Joe, Florida 32456
Email: mccahilllaw@fairpoint.net

To County: Gulf County Board of County Commission
c/o County Administrator Michael Hammond
1000 Cecil G. Costin, Sr. Blvd
Port St. Joe, Fl. 32456
Email: mhammond@gulfcounty-fl.gov

With a copy to: Jeremy T.M. Novak, Esq.
402 Reid Avenue
Port St. Joe, Florida 32456
Email: jnovak@gulfcounty-fl.gov

4. Amendments. This Agreement shall not be changed, modified, terminated or discharged in whole or in part except by an instrument in writing signed by both parties hereto, or their respective permitted successors or assigns, or as otherwise provided herein.

5. Limited Purpose Entry into this Agreement between the parties shall not result in any commitment or obligation on the part of either party to enter into any future transaction or business relationship other than as set forth in a written agreement signed by authorized officers of the parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

DATED this 18th day of November, 2022.

CITY OF PORT ST. JOE
a Florida municipal corporation

By: Rex Buzzett
Rex Buzzett, Mayor-Commissioner

ATTEST:

Charlotte M. Pierce
Charlotte Pierce, Clerk

Clinton T. McCahill
Clinton T. McCahill
FL BAR NO. 73482
260 Marina Dr. Ste A



Port St. Joe, Florida 32456
ATTORNEY FOR CITY OF PORT ST. JOE

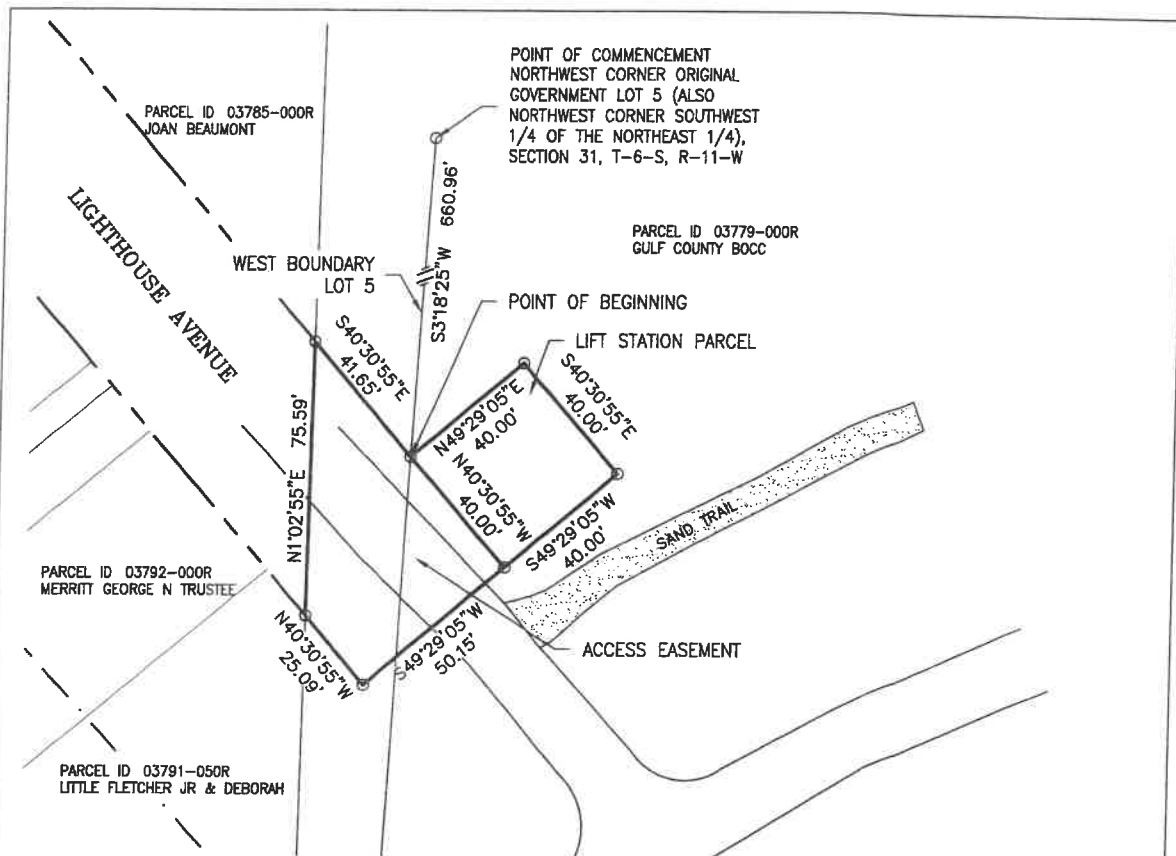
GULF COUNTY, FLORIDA

By: _____
Sandy Quinn, Chairman

ATTEST:

Rebecca L. Norris, Clerk
Gulf County, Florida

Jeremy T.M. Novak
FL BAR NO. 44698
Novak Law Group, PLLC
402 Reid Avenue
Port City of St. Joe, FL 32456
ATTORNEY FOR GULF COUNTY



LEGAL DESCRIPTION LIFT STATION PARCEL

A PARCEL OF LAND LYING AND BEING IN ORIGINAL GOVERNMENT LOT 5, BEING THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 31, TOWNSHIP 6 SOUTH, RANGE 11 WEST, GULF COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHWEST CORNER OF ORIGINAL GOVERNMENT LOT 5, BEING THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 31, TOWNSHIP 6 SOUTH, RANGE 11 WEST, GULF COUNTY, FLORIDA AND PROCEED SOUTH 03 DEGREES 18 MINUTES 25 SECONDS WEST, ALONG THE WEST BOUNDARY LINE OF SAID LOT 5, FOR A DISTANCE OF 660.96 FEET TO THE POINT OF BEGINNING; THENCE LEAVING SAID WEST BOUNDARY PROCEED NORTH 49 DEGREES 29 MINUTES 05 SECONDS EAST, FOR A DISTANCE OF 40.00 FEET; THENCE SOUTH 40 DEGREES 30 MINUTES 55 SECONDS EAST, FOR A DISTANCE OF 40.00 FEET; THENCE SOUTH 49 DEGREES 29 MINUTES 05 SECONDS WEST, FOR A DISTANCE OF 40.00 FEET; THENCE NORTH 40 DEGREES 30 MINUTES 55 SECONDS WEST, FOR A DISTANCE OF 40.00 FEET TO THE POINT OF BEGINNING. CONTAINING 1,600.00 SQUARE FEET OR 0.037 ACRES, MORE OR LESS.

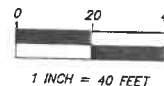
LEGAL DESCRIPTION ACCESS EASEMENT

A PARCEL OF LAND LYING AND BEING IN ORIGINAL GOVERNMENT LOT 5, BEING THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 31, TOWNSHIP 6 SOUTH, RANGE 11 WEST, GULF COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHWEST CORNER OF ORIGINAL GOVERNMENT LOT 5, BEING THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 31, TOWNSHIP 6 SOUTH, RANGE 11 WEST, GULF COUNTY, FLORIDA AND PROCEED SOUTH 03 DEGREES 18 MINUTES 25 SECONDS WEST, ALONG THE WEST BOUNDARY LINE OF SAID LOT 5, FOR A DISTANCE OF 660.96 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 40 DEGREES 30 MINUTES 55 SECONDS EAST, FOR A DISTANCE OF 40.00 FEET; THENCE SOUTH 49 DEGREES 29 MINUTES 05 SECONDS WEST, FOR A DISTANCE OF 50.15 FEET; THENCE NORTH 40 DEGREES 30 MINUTES 55 SECONDS WEST, FOR A DISTANCE OF 25.09 FEET; THENCE NORTH 01 DEGREE 2 MINUTES 55 SECONDS EAST, FOR A DISTANCE OF 41.65 FEET TO THE POINT OF BEGINNING. CONTAINING 2,676.70 SQUARE FEET OR 0.061 ACRES, MORE OR LESS.

SURVEYOR'S NOTES:

1. BEARINGS SHOWN HEREON ARE REFERENCED TO FLORIDA STATE PLANE COORDINATES, NORTH ZONE, NAD 1983/2011, U.S. SURVEY FEET.
2. THIS SKETCH, MAP, AND REPORT IS NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER. ADDITIONS OR DELETIONS TO SKETCH MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
3. NO TITLE SEARCH, TITLE OPINION OR ABSTRACT WAS PERFORMED BY, NOR PROVIDED TO DEWBERRY ENGINEERS INC. FOR THE SUBJECT PROPERTY. THERE MAY BE DEEDS OF RECORD, UNRECORDED DEEDS, EASEMENTS, ENCROACHMENTS, RIGHT-OF-WAYS, BUILDING SETBACKS, RESTRICTIVE COVENANTS OR OTHER INSTRUMENTS WHICH COULD AFFECT THE BOUNDARIES OR USE OF THE SUBJECT PROPERTY.
4. THE SURVEY DEPICTED HEREON WAS PREPARED IN ACCORDANCE WITH THE MINIMUM TECHNICAL STANDARDS FOR PROFESSIONAL SURVEYORS AND MAPPERS AS DEFINED IN CHAPTER 5J-17 OF THE FLORIDA ADMINISTRATIVE CODE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS PURSUANT TO SECTION 472.027 OF THE FLORIDA STATUTES.



Dewberry
DEWBERRY ENGINEERS INC.
205 ABERDEEN PARKWAY
PANAMA CITY, FLORIDA 32405
PHONE: 850.622.0644 FAX: 850.522.1011
WWW.DEWBERRY.COM
CERTIFICATE OF AUTHORIZATION NO. LB 8011

SKETCH OF DESCRIPTION
LIFT STATION PARCEL
SECTION 31, T-6-S, R-11-W
GULF COUNTY, FLORIDA

FB/PG: N.A.

FLD DATE: N.A.

SCALE: 1"=40

DAVID JON BARTLETT, P.S.M. DATE SIGNED
PROFESSIONAL SURVEYOR & MAPPER No. LS4018

DRAWING DATE:

03/10/2022

PROJECT NO.

50146261

BY:

DJB

APPROVED BY:

JHG

S1

**MINUTES OF THE DOWNTOWN IMPROVEMENTS WORKSHOP FOR THE
BOARD OF CITY COMMISSIONERS FOR THE
CITY OF PORT ST. JOE FLORIDA, HELD IN THE COMMISSION
CHAMBERS, 2775 GARRISON AVENUE, November 29, 2022, AT 5:00 P.M.**

The following were present: Mayor Buzzett, Commissioners Ashbrook and Hoffman. City Manager Jim Anderson, City Clerk Charlotte Pierce, Finance Director Mike Lacour, Chief Jake Richards, and Public Works Director John Grantland were also present. Commissioners Langston and Lowry were absent.

The purpose of the Workshop was for the consideration of Downtown Improvements.

Mayor Buzzett welcomed everyone to the Workshop.

Chamber of Commerce Director, Joe Whitmer, provided a list of general topics that meetings with downtown business owners had produced.

- Street: Vacuum, streets and gutters. Response: This is currently being done, but the biggest issue is the Oak Trees and Acorns.
- Clean before and after events: Response: This is also currently being done.
- Alley: More aggressive trash removal, for sanitation, health and security. Response: Mr. Anderson shared the charges for additional pickups, and noted the size of the alleys will not allow for large containers to be used.
- Sidewalks: Maintenance and leveling to reduce trip hazard: Response: The City has contracted with a firm and work should begin next week on this. Areas of concern have already been identified; street intersections are also being looked at.
- Lighting: Repair or replace lights. Response: Parts have been ordered and should be in this week to make the needed repairs. Previous cost quote to replace each light is approximately \$4,500.
- Lighthouse: Maintenance of promenade. Response: Staff will look to see if any more work needs to be done.
- Pier and boat ramp: Maintenance and sanitation to alleviate stench: Response: A grinder has been ordered to crush carcasses and permits have been obtained to return them to the basin area, the dumpster has been moved and additional pickups will be made during Scallop and Snapper seasons.
- Parking: Future expansion, paving, metering, and ordinances. Response: The City is talking with the St. Joe Company about additional land for parking, research is being done concerning the possibility of installing meters and hiring someone to monitor them.

The following individuals shared their thoughts on the improvement needs for downtown.

Joe Whitmer, Sandie Kennedy, Leesa Haire, Madeline Carnes, Tina Ubben, Joey Jernigan, Sheryl Bradley, Phillip Carroll, Barbara Radcliff, Jessica Faircloth, and Mike Sparks.

Mayor Buzzett thanked those attending for their input, and adjourned the Workshop at 6:00 P.M.

Approved this _____ day of _____ 2022.

Rex Buzzett, Mayor

Date

Charlotte M. Pierce, City Clerk

Date



Dewberry Engineers Inc. | 850.227.7200
324 Marina Drive | 850.227.7215 fax
Port Saint Joe, FL 32456 | www.dewberry.com

November 28, 2022

Mr. Jim Anderson, City Manager
City of Port St. Joe
305 Cecil G. Costin Sr. Blvd.
Port St. Joe, FL 32456

RE: Long Avenue and C, D and Williams Ave. Parking- Resurfacing
Professional Services Proposal - CEI

Dear Mr. Anderson,

Dewberry Engineers Inc. (DEI) is pleased to provide this proposal for construction engineering and inspection (CEI) services. It is our understanding that the City has received bids and awarded the subject projects. The following list defines the services that will be provided to complete the projects:

A. CONSTRUCTION ENGINEERING AND INSPECTION

- Schedule and attend the preconstruction meeting
- Assist City with submittal review
- Witness and verify all material testing for compliance
- Provide weekly and monthly project progress reports
- Respond to all RAI(s) during the construction phase
- Review contractor pay requests and submittals
- Attend all project walkthroughs
- Assist in developing project punch list
- Prepare contract close out documents if required

Estimated man hour allocations for the services described above are as follows:

- **Long Ave. Resurfacing (16 Weeks)**
 - Admin 1 - 1 hrs./wk. x 16 weeks = 16 hours
 - Inspector 1 - 25 hrs./wk. x 16 weeks = 400 hours
 - Engineer 1 - 2.5 hrs./wk. x 16 weeks = 40 hours
 - Profession Engineer VII - 1.25 hrs./wk. x 16 weeks = 20 hours
- **Ave. C, D, and Williams Ave. Parking (16 Weeks)**
 - Admin 1 - 1 hrs./wk. x 16 weeks = 16 hours
 - Inspector 1 - 15 hrs./wk. x 16 weeks = 240 hours
 - Engineer 1 - 2.5 hrs./wk. x 16 weeks = 40 hours
 - Profession Engineer VII - 1.25 hrs./wk. x 16 weeks = 20 hours

We propose to perform the services described above for an hourly fee not to exceed **\$75,000.00** without City approval. If additional services are required beyond **\$75,000.00** an additional task order will be required. Please see the attached standard hourly billing rates.

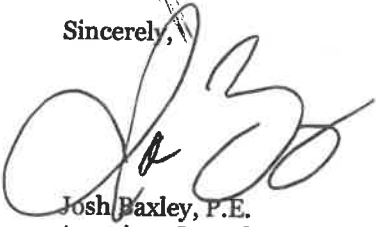
Services not included in this proposal are as follows:

1. As built survey.
2. Construction stakeout.
3. Weekend/holiday overtime hours.
4. Resident inspection services.

Mr. Jim Anderson
CEI Services
November 28, 2022

We appreciate the opportunity to provide engineering services for the City of Port St. Joe. If this proposal is acceptable, please sign in the space provided below. Should you have questions or need additional information, please give me a call at 850.693.2181

Sincerely,



Josh Baxley, P.E.
Associate, Branch Manager

Accepted By: _____

Date: _____

ORDINANCE NO. 601

AN ORDINANCE AMENDING CHAPTER 42 OF THE CITY OF PORT ST. JOE CODE OF ORDINANCES; PROHIBITING THE SALE OF E-CIGARETTES WITHIN THE CITY TO PERSONS UNDER TWENTY-ONE YEARS OF AGE, PROHIBITING THE USE OF E-CIGARETTES WITHIN THE CITY WHERE SMOKING IS PROHIBITED, PROHIBITING SELF-SERVICE MERCHANDISING IN THE SALE OF E-CIGARETTES AND LIQUID NICOTINE WITHIN THE CITY, AND FOR ENFORCEMENT AND PENALTIES; PROVIDING FOR DEFINITIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Port St. Joe finds that the health dangers posed by tobacco, nicotine, and other consumables which are traditionally consumed by smokers are not limited to cigarettes or other traditional forms of smoking, and

WHEREAS, new unregulated high-tech smoking devices often containing a combination of pure nicotine, or other substances which are commonly referred to as electronic cigarettes or e-cigarettes, have recently been made available to consumers, and

WHEREAS, the U.S. Food and Drug Administration and many public health advocates have publicly expressed concerns regarding the safety of e-cigarettes, warn they are often marketed in such a way as to attract young people, and may serve as a gateway to traditional cigarette use, and

WHEREAS, when consumed in public places where traditional tobacco products are currently banned under Florida law, the use of e-cigarettes may cause concern and confusion among City residents, visitors and employees alike, and

WHEREAS, protecting City of Port St. Joe residents, visitors and employees against the dangers associated with e-cigarettes constitutes sound public policy; now, therefore,

BE IT ENACTED by the people of the City of Port St. Joe, Florida:

Section 1. Code Amended. Chapter 42, Code of Ordinances of the City of Port St. Joe is amended to add Section 42-9 which reads as follows:

Section 42-9. REGULATING THE DELIVERY PRODUCTS FOR CERTAIN TOBACCO, NICOTINE OR OTHER SMOKEABLE CONSUMABLES IN RETAIL STORES FOR PROTECTION OF MINORS

(a) This article is intended to prevent the sale to, possession of, and the sale of e-cigarettes and like products to persons under the age of twenty-one (21), by regulating the placement of such products. This article shall

not be interpreted or construed to prohibit the sale or delivery of tobacco products which are otherwise lawful or regulated pursuant to Chapter 569, Florida Statutes.

(b) For the purpose of this article, the following terms shall mean:

E-cigarette means any electronic device composed of a mouthpiece, heating element, battery and electronic circuits that provides a vapor of liquid nicotine and/or other substances mixed with propylene glycol to the user that he or she inhales in simulation of smoking. This term shall include such devices whether they are manufactured as e-cigarettes, e-cigars, e-pipes or under any other product name.

Liquid nicotine means any liquid product composed either in whole or part of pure nicotine and propylene glycol and manufactured for use with e-cigarettes.

Self-service merchandising means the open display of e-cigarettes or liquid nicotine, whether packages or otherwise, to which the public has access without the intervention or assistance of the vendors, store owner, or other store employee. Self-service merchandising also includes open display units which are in a case, rack, shelf, counter, table, desk, kiosk, booth, stand, or other surface which allows direct public access to the product placed therein.

Use of an e-cigarette means the heating or ignition of an e-cigarette which creates a vapor of liquid nicotine and/or other substances mixed with propylene glycol to the user that he or she can inhale in simulation of smoking.

(c) It is prohibited for any business, person or tobacco retailer to sell, or offer for sale, e-cigarettes, liquid nicotine or any other substance designed for or usable in e-cigarettes within the City to a person under twenty-one (21) years of age.

(d) It is prohibited for any business, person or tobacco retailer to sell, permit to be sold, offer for sale, or display for sale e-cigarettes, liquid nicotine or any other substance designed for or usable in e-cigarettes by means of self-service merchandising.

(e) It is prohibited for any business, person or tobacco retailer to place e-cigarettes, liquid nicotine or any other substance designed for or usable in e-cigarettes in an open display unit unless the same is located in an area that is inaccessible to customers.

(f) The use of an e-cigarette is prohibited at all locations within the City of Port St. Joe at which smoking is prohibited under Chapter 386, Florida Statutes, and any successor thereto.

(g) Exemptions listed under this Section shall not apply to the sale or offering for sale, of e-cigarettes or liquid nicotine to a person under the age of twenty-one (21) years of age.

(h) The City of Port St. Joe may bring a civil action in any court of competent jurisdiction to enforce or administer this article including seeking a temporary or permanent injunction, or appointment of a receiver when it has reasonable cause to believe that a business, person, or tobacco retailer is operating in violation of this section. The City of Port St. Joe shall be entitled to an award of costs and reasonable attorney's fee, including appellate fees and costs, in an action successfully enforcing the terms of this section.

(i) In addition to any civil remedy available to the City of Port St. Joe under this section, a person committing an act prohibited under this section shall be guilty of the violation of any part of this section shall be a second degree misdemeanor punishable in the manner provided by general Florida law.

(j) A person committing an act prohibited under this section shall be given written notice requiring the person committing the act to appear at a hearing before the special magistrate, who shall have the authority to impose a fine of not more than \$100 for a first violation and not more than \$500 for each subsequent violation. Said hearings shall proceed according to Section 2-276,2-285 of the City Code.

Section 2. REPEAL: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 3. SEVERABILITY: If any section, subsection, sentence, clause or provision of this ordinance is held invalid, the remainder shall not be affected by such invalidity.

Section 4. EFFECTIVE DATE: This ordinance shall become effective upon adoption as provided by law.

DULY PASSED AND ADOPTED by the Board of City Commissioners of Port St. Joe, Florida this ____ day of _____, 2023.

THE CITY OF PORT ST. JOE

By: _____
REX BUZZETT
MAYOR-COMMISSIONER

ATTEST:

CHARLOTTE M. PIERCE
CITY CLERK

Current City Projects 12/6/22

- Maddox Park Drainage- Need more info. from engineer to bid and direction from the Board
- Clifford Sims Park Repairs- The Bids have been sent to FEMA/FDEM for approval
- Maddox Park Gazebo- Under Construction.
- Centennial Bldg. Rehab- Bids to be opened on 8/12/22, received one high bid.
- Lighthouse Complex Rehab- Bids to be opened on 8/12/22. No Bids received. The Project has been re-bid.
- Core Park Stage, Splash Pad, & Restroom- Was not Approved
- Sewer Rehab. CDBG-DR- Grant Funding Approved 5/21, Grant Agreement Received, working on Task Orders.
- City Hall Complex- Working on USDA Grant/Loan Docs. Currently on hold.
- Community Garden- Lease Agreement signed
- First Street Paving from First Street to Hwy 71 SCOP- Under Construction.
- Long Ave Water/Sewer- Under Construction
- Long Ave. Paving- Notice To Proceed Signed
- Ave. C, & D Paving- Notice To Proceed Signed
- Dr. Joe Parking Lot Paving- Working on a Change Order with Long Ave.
- **Haven Road & Sea Grass Circle Sewer- Complete**
- New Boat Ramp Access Road- Tabled
- Beacon Hill Sewer- Task order signed for design by Dewberry 2/22, Working on an interlocal agreement for the Lift Station location & ESAD Sewer Purchase. FDEP Permit for the Lift Station is approved and out for Bids
- Exercise Equipment shelters at the Washington Gym & Dooder Park- Under Construction
- Skate Park- Working with the School on the location
- Washington Gym Roof Flashing & Workforce Bldg. Roof Coating- Working on Quotes
- Cleaning of Ponds on Baltzell and at Core Park – Underway

- Shade cover at Washington Gym Playground- Donated by the Jr. Service League- Under Construction.
- ESAD Sewer Purchase Evaluation for Upgrades- Underway
- Hwy 71 & Hwy 98 Pine Straw- Scheduled for this week.
- **Mimosa Ave. Sewer Extension- Complete**

11/15/2022

To: City of Port St. Joe
And the CRA Board

Re: Removal of my name from the list of CRA Board
Chester Davis, Pastor
President of PAC (Project Area Coalition)

City Board of the CRA:

Due to the many hats and obligations as a Pastor, President of PAC, board member of the PBCDC, board member of the Ministerial Allowance, and other committees that I'm involved with; I resign, this board allows me to recuse myself from the CRA Board committee.

I appreciate the recommendation from Mr. Hoffman and the board; however, it is in the best interest that I continue to work in the capacity of an advocate for North Port St. Joe.

Due to the CRA being established as a new foundation for NPSJ, the citizen of North Port St. Joe should have the option of choosing those they should have as a board member. With the opportunity given to "maybe" a business owner.

I do recommend Mrs. Beverly Ash, the business owner of Mama Dot Restaurant.

Thanks

A handwritten signature in cursive script that reads "Chester Davis".

Chester Davis

Applications Received for PSJRA Board

(Advertised in the Star on October 28, 2021, and November 4, 2021.
Position closed on November 19, 2021)

Applicant	Date Received
Davis, Chester F.	10/5/21
Callaway, Darrin	10/22/21
Costin, Loretta B.	11/15/21 (Requested name be withdrawn)
Foxworth, George E.	11/16/21
Fields, Eddie C.	11/16/21
Steindorf, Cheryl D.	12/2/21 (Received after closing date of 11/19/21)

JOB NOTICE

The City of Port St. Joe (pop. 3,567) is accepting applications for the following position:

Port St. Joe Redevelopment Agency Volunteer Board Member

Please submit an application to The City of Port St. Joe, Attn: Charlotte Pierce, POB 278, Port St. Joe, FL 32457. Applications and a full job description can be found on our website www.cityofportstjoe.com. If you have any questions, please contact Charlotte Pierce at (850) 229-8261, Selection 7. The position will close on November 19, 2021.

This is a voluntary position that serves at the pleasure of the Port St. Joe City Commission. There is no pay or benefits with the position.

The City of Port St. Joe is an Equal Opportunity Employer, Affirmative Action Employer, and a Drug Free Workplace.

Run 10/28/21, and 11/4/21, in Help Wanted section of the Star.

To: Jim Anderson, City Manager

Date: December 1, 2022

Re: PDRB Membership Terms

From: Charlotte Pierce, City Clerk

The terms for the following PDRB members have expired.

Burge, Travis

Earley, Phil

Keels, Hal

Each gentleman has agreed to serve for another 3 year term if the City Commission approves.



EXECUTIVE SUMMARY

WHAT WE DO

The Southern Group provides our clients with unmatched lobbying resources. Our team has worked both in and with government entities; therefore, we understand the complexity of your issues and the direct impact they will have on your business. Every day we tap our vast network of political contacts to gather valuable and useful information about important developments in the public policy realm, and then our team strategically uses this knowledge to the benefit of our clients. Our success rate speaks for itself. In 2022, The Southern Group team helped secure over \$535 million in new or sustained state funding for our clients, with the average appropriation project landing over \$5 million.

We regularly analyze our relationships with public officials and are continually building and improving those relationships with the ever-changing cast of state leaders and officials who create and implement public policy. The bottom line, we are a lobbying firm. Unlike a law firm with a subordinate lobbying component, we dedicate our entire focus to doing one thing exceedingly well, **lobbying**.

WHO WE ARE

For the last 22 years, our team has successfully championed our clients' interests and built a well-recognized legacy as the premier lobbying firm in the Southeast; and have been referred to as "the most powerful lobbying firm in Florida" by political reporters in the Sunshine State. With offices throughout Florida - in Tallahassee, Jacksonville, Orlando, Tampa Bay, Miami, the Florida Keys, and Broward - we are "local" in every major market in the state.

We were built on the simple but powerful concept that clients could be best served by hiring the most accomplished professionals from government and politics, arming them with advocacy skills, and deploying them as a highly motivated and coordinated team. Our team of lobbyists confront and overcome the challenges of a huge, complex, and rapidly changing state government. We are not only advocates but connectors and strategic thought partners who understand how political and policy decisions affect an industry's ability to deliver customer value.

HOW WE DO IT

We are successful because of the broad themes that characterize how we approach projects: **communication, teamwork, and an objective measure for success.**

- We evaluate our relationships with key policymakers and staff, maintaining an internal **relationship matrix** of an ever-changing cast of state leaders and staff.
- We hold weekly (and sometimes daily) **internal strategy discussions** during and outside of Legislative Session with our entire team of lobbyists to review client issues.

- We utilize our **project management dashboard** to keep track of tasks and goals across the team.
- We proactively communicate with clients, **providing verbal and written reports**.
- We consistently talk about our clients and their needs. We have developed a process for our team to rapidly communicate so that we can **move information across the state quickly** for the benefit of our clients.

We recognize our role as an influence firm. To maximize our impact, we have cultivated a strong team of experts that can make the connection between the merits of your arguments and the interest and policy directions of decision-makers. We can help formulate dynamic strategies to apply calculated influence to meet an organization's short-term needs, while also positioning them for long-term success.

WHY IT MATTERS

If you are looking for powerful advocacy, The Southern Group is the partner you want on your team. We have one of the longest and best track records of any lobbying firm in the state of Florida; and are well-positioned to deliver results. Our team of lobbyists provide superior service grounded in several key factors:

- Our team of top-notch, highly professional lobbyists possess exceptional relationships with decision-makers across the state of Florida and subject matter expertise;
- Our reputation as a team of experts, uniting experience and relationships with innovation, agility, and strength to generate undeniable results;
- Our long history of constant and prompt communication with our clients;
- Our experience and track record of success on behalf of our clients, which will be used to develop and implement a strategy to position clients for further success in Florida;
- Our strong relationships with key leaders in both the executive and legislative branches of government across both political parties; and
- Our dedication to the highest level of customer service and quality.

SERVICES

EVERY SUCCESSFUL LOBBYING CAMPAIGN STARTS WITH A PLAN

Given The Southern Group's long-standing reputation as the top lobbying firm in every market, our record of success and the unique skill sets of our lobbyists are second to none. The Southern Group assists clients formulate an informed, realistic agenda with timelines and action items.

The Southern Group has a stellar track record of winning for its clients, be it related to licensure, procurement, rule-making, policy or funding-related we will bring our time-tested strategies and methods to bear on behalf of our clients.

RELATIONSHIPS ARE KEY

Relationship building and advocacy are The Southern Group's core competency. The Southern Group has great relationships with just about every elected official, stakeholder, and decision maker in Tallahassee and throughout Florida, all of which can be utilized in advocating on behalf of clients. Many of The Southern Group partners have extensive, personal relationships with key committee chairpersons and ranking members of the Legislature from all over Florida who will be instrumental in achieving our client's goals.

We regularly analyze our relationships with public officials and are continually building and improving those relationships with the ever-changing cast of state leaders and officials who create and implement public policy. Strong relationships with key decision-makers from all over the state are paramount to an effective lobbying operation.

The political environment moves at a rapid pace and drastically changes as leadership roles evolve. Immediately upon engagement we will begin cultivating champions among the current class of legislative and executive policy leaders, as well as building for the future, setting up long-term relationships with the up-and-coming leaders. This will be something your Southern Group lobbying team will evaluate on a regular basis to make sure we are positioning each client in the most successful way possible. In addition to building relationships with government leaders, we enjoy connecting clients with one another. Your Southern Group lobbying team would strategize which clients and connections we have that would benefit your business interests.

MONITORING SERVICES

The Southern Group strives to keep our clients engaged and informed throughout the year. Our daily newsletter, *What's Trending Florida*, offers a high-level, insider's point-of-view of what is happening at all levels of government. Throughout the interim committee weeks and legislative session our team will provide bill and committee reports relative to your areas of interests. Additionally, when the legislature is not in Session, our team hosts webinars for our clients to stay engaged in policy discussions and further build their relationships with decision makers. Our clients have participated in webinars focused on Transportation, Infrastructure and Resiliency issues, Technology, a Pre-Session discussion with leaders in the legislative process, and a Legislative wrap up on the recent School Safety bill.

POLITICAL ADVISORY SERVICES

Since our team has extensive political backgrounds, we can advise clients on the current political environment in Florida and in our local markets. We put together political budgets to ensure we are aligning with elected officials who support your business objectives. We make introductions to candidates running for office, host fundraising events, serve on campaign finance committees and advise clients on political issues of regional importance.

CONFLICT CHECKS

You will not find a more ethical firm in the state of Florida. We take conflicts of interests seriously and should one arise, we would notify our point of contact immediately and work to address it.

LOGISTICS

Our clients have full access to our building for meetings and appointments. The Southern Group's 11,000 square foot Tallahassee office is conveniently located a block from the capitol grounds and other major state government buildings. We have room to host large meetings for our clients and their guests. We routinely hold receptions in our office for our clients to engage with legislators and other decision makers.

2022-2023 CALENDAR

Organization Session will take place on November 22, 2022. Governor Ron DeSantis is also expected to call a special session next month which will include providing property-tax relief to people affected by Hurricane Ian and addressing property-insurance issues. Interim Committee meeting weeks were announced and are as follows:

- December 12 - December 16, 2022
- January 3 - January 6, 2023
- January 17 - January 20, 2023
- January 23 - January 27, 2023
- February 6 - February 10, 2023

- February 13 - February 17, 2023
- February 20 - February 24, 2023

Additional special sessions are also expected to take place throughout the seven week committee meetings. The 60-Day Legislative Session will begin on March 7, 2023.



 csmith@thesoutherngroup.com

 850.671.4401

 Connect on LinkedIn

Influence creates
opportunity. Let us
show you how.



Clark Smith

Clark Smith brings more than 26 years of experience in Florida politics to The Southern Group's Tallahassee office, which he joined in 2013. Clark's expertise spans a broad range of policy issues, including appropriations, campaigns, energy, gaming, health care, insurance, land use and development, manufacturing, marine science, outdoor advertising, public safety, technology, telecommunications, transportation, travel and tourism, utilities, and water.

Clark began his career working for the Bob Martinez for Governor campaign, assisting in field director coordination. He then served as a budget analyst for General Government Appropriations in the Florida Senate Appropriations Committee before beginning a successful lobbying career in 1998, representing clients before the executive and legislative branches of Florida government.

During his tenure at Southern, Clark successfully led an effort to secure Medicaid provider fee increases for prescribed pediatric extended care (PPEC) providers who care for medically complex children in a non-residential setting.

Clark and his team secured \$9 million in increases, which allowed the PPEC model to expand in Florida, bringing this innovative and high-quality care delivery system to Florida's most vulnerable children.

A Tallahassee native, Clark is a graduate of Florida State University. Clark and his wife, Darica, reside in Tallahassee with their two dogs.



✉ fearington@thesoutherngroup.com

☎ 850.671.4401

in Connect on LinkedIn

Influence creates
opportunity. Let us
show you how.



Mercer Fearington, Jr.

Mercer Fearington, Jr. joined The Southern Group's Tallahassee office in 2014. A leader in the field of government relations, Mercer has been representing clients before the executive and legislative branches of Florida government for 24 years. Mercer has expertise in numerous policy areas, including agriculture, appropriations, banking and finance, economic and business development, energy, health care, intellectual property, land use and development, manufacturing, oil and gas, public and private partnerships, public safety, telecommunications, transportation, and water.

Mercer is a third-generation lobbyist, having learned the profession from his father and grandfather.

During his tenure at Southern, Mercer has worked with Motorola Solutions to win the law enforcement radio contract for Florida.

Mercer has served as chairman of the Florida Agricultural Coalition and is a graduate of the Wedgworth Leadership Institute for Agriculture, an affiliate of the Institute of Food and Agriculture and Sciences at the University of Florida.

Mercer received his BA from Mercer University and currently lives in Tallahassee with his wife, Lindsey, and their three daughters.

THE TEAM

Jacksonville



Chris Hagan



Jim Gilmore



Taylor Mejia

Orlando



Oscar Anderson



Kelly Cohen



Kaley Slattery

Tampa Bay



Laura Boehmer



Michelle Grimsley



Justin Hollis



Seth McKeel



Sydney Ridley



David Shepp

South Florida



Oscar Braynon



Edgar Castro



Nelson Diaz



Kate DeLoach



Avery Lopez



Oneca Lowery



Heidi Richards

Tallahassee



Brian Bautista



Paul Bradshaw



David Browning



Rachel Cone



Chris Dudley



Mercer Fearington



Nicole Kelly



Karis Lockhart



James McFaddin



Paul Mitchell



Erin Rock



Clark Smith



Monte Stevens



John Thrasher



Jared Torres



Sheela VanHoose



Influence creates opportunity.
Let us show you how.

TheSouthernGroup.com





TALLAHASSEE OFFICE
123 S. Adams Street
Tallahassee, FL 32301

MAILING ADDRESS
P.O. Box 10570
Tallahassee, FL 32302

O: 850.671.4401
F: 850.671.4402
thesoutherngroup.com

November 16, 2022

Jim Anderson
City Manager
City of Port St. Joe
305 Cecil G. Costin Sr. Blvd.
Port St. Joe, FL 32456

Dear Mr. Anderson:

Thank you very much for your interest in The Southern Group of Florida, Inc. (The Southern Group). We appreciate the opportunity to provide lobbying services to City of Port St. Joe in Tallahassee. The Southern Group is committed to providing the highest level of service in furtherance of your goals. This agreement will describe the terms under which that representation will occur.

You have asked that we represent the City of Port St. Joe before the legislative and executive branches of Florida government. The entire team of The Southern Group's lobbyists will be available to advance the interests of the City of Port St. Joe. You may wish to review in detail the qualifications of the team at www.thesoutherngroup.com. However, in order to ensure that your needs are efficiently and fully addressed, I will be the primary contact for this representation. If I should ever be unavailable, I would encourage you to contact Mercer Fearington. Our contact information is reflected on the attached sheet.

In exchange for these services, City of Port St. Joe has agreed to pay The Southern Group \$6,000 per month beginning December 1, 2022. The Southern Group will send an invoice on the first of each month for the current month's services and payment is due by the end of each month. Our preferred method of payment is via ACH or wire transfer. Otherwise, all payments should be remitted to P.O. Box 10570, Tallahassee, FL 32302. This Agreement is for a 12-month term and will automatically renew annually for additional 12-month terms unless terminated in writing by either party at least 30 days prior to the expiration thereof. City of Port St. Joe may terminate this Agreement prior to the expiration thereof and all fees then due and owing, in addition to all fees due and owing for the remainder of the term of the Agreement, shall be paid within 30 days. Costs directly attributable to the performance of this work will be billed in addition to the monthly retainer, and these costs may include travel, lobbyist registration fees, and other expenses incurred on behalf of City of Port St. Joe. No monthly costs that in the aggregate exceed \$500 will be incurred without your prior approval.

Mr. Jim Anderson

Page 2

Also, by signing below, you agree that you will complete any forms necessary to comply with lobbyist registration requirements under Florida law that may arise as a result of our representation of City of Port St. Joe during the term of this contract or after its termination should reporting periods overlap.

Please be aware that Florida has a lobbying fee disclosure law that requires quarterly disclosure of fees. It should also be noted that The Southern Group has affiliated offices in other states and within the state of Florida. The Southern Group has a policy of declining representation of clients when that representation would immediately create a direct conflict with other clients that The Southern Group currently represents. You have retained The Southern Group for representation in Florida, and we know of no conflicts with our current clients. In order to ensure the candor and trust in our relationship that forms the basis of effective representation, it is the policy of The Southern Group to keep confidential within each office all information about your business interests and strategies.

I believe the above reflects our understanding. If it does, please sign this agreement and return with the completed client information, which is enclosed. I appreciate your attention to this matter and look forward to working with you. Please never hesitate to contact me if we can assist City of Port St. Joe in any way.

Sincerely,



Clark Smith

Enclosures

For City of Port St. Joe

Date



Client Information

Client Name: _____

Contact Information:

Primary Contact: _____

Birthday (month/day): _____

Business Address: _____

Mailing Address: _____

Telephone Number (Office): _____

Telephone Number (Cell): _____

Facsimile Number: _____

E-mail Address: _____

Assistant's Name: _____

Telephone Number: _____

E-mail Address: _____

Billing Information:

Contact Name for Invoices: _____

Billing Address: _____

Telephone Number: _____

E-mail Address for Invoices: _____

PO Number (If applicable): _____

Third Party Billing Details: _____

Additional Information:

Please indicate which state(s) you would like to receive daily news clips.

Alabama ☐

Georgia ☐

Florida ☐

Please indicate which Florida offices you would like to receive monthly "Need to Know" eNewsletters.

Jacksonville ☐

Orlando ☐

Tampa Bay ☐

Miami ☐

Please list name(s) and e-mail address(es) to receive daily news clips and monthly NTK eNewsletters.

Revised: 5/18/2022



In Florida, all lobbyists must register with the Florida Lobbyist Registration and Compensation office before lobbying can begin.

In order to comply with Section 11.045, F.S., Section 112.3215, F.S. and Rule Chapter: 34-12, Florida Administrative Code, please supply the e-mail address of the principal authorizing The Southern Group to lobby on your behalf:

An email will be sent from the Florida Lobbyist Registration and Compensation office to the email above for authorization. You will receive an email from us once registration has been submitted. The following information will be required in order to complete your portion of the registration:

- 1) Authorizing person's name
- 2) Title
- 3) Your company's 6-digit NAICS code (instructions below)
- 4) Description of principal's main business (once you have entered your 6-digit code a list of descriptions will be available for selection)

How to find your NAICS code

Use the following website: <http://www.census.gov/eos/www/naics/>

From the NAICS code webpage, enter in a keyword that best describes your business into the 2012 field in the top left corner of the website.

Obtain the 6-digit industry code that best identifies the principal's main business. Neither the Lobbyist Registration Office nor our office is allowed to select or recommend a code.

Please contact Beth Lee at lee@thesoutherngroup.com if you need assistance.

Thank you,
The Southern Group

Grants Updated- 12/6/22

Title	Amount	Status
NWFWMD/NERDA	\$971,850	Draft Stormwater Master Plan Complete. Water Quality portion is on hold.
FDOT/SCOP	\$397,375	Application for resurfacing of first Street from Hwy 98 to Hwy 71. Approved for 21/22 funding
FEMA PA	\$9,778,787	Damage from Hurricane Michael
FDEM	\$660,943 \$5,000	Hazard Mitigation. Elevation of (12) lift stations and switch gear for Washington Gym Generator Power. Submitted 3/6/20. 25% match.
FRDAP	\$100,000	Applied for (2) grants on 10/15/20. Washington Gym Complex and Dodder Parker Park for exercise equipment, playground Equipmt. & Disc Golf. Grants approved 7/21 Waiting on State Approval to Award Bids
FDEP/SRF	\$4,537,600	Application submitted for Construction of Long Ave. Sewer Line and Lift Station. Grant \$3,630,080 and Loan \$907,520 Combo 80/20. Approved, Notice of Award has been issued.
Historic Resources/Hurricane Michael	\$497,495	Centennial Bldg. Rehab. Grant awarded out for Bids to be opened on 8/12/22
CDBG-DR	\$9,996,000	Sewer Rehab- City Wide. Approved 5/21.
CDBG-DR	\$8,566,469	Police/Fire Station. Application not approved. Re-submitted in Round two of funding on 9/15/21. Application not approved.
CDBG-DR	\$4,987,330	Intelligent Stormwater on MLK-FAMU. Application not approved.
FDOT/SCOP	TBD	Niles Rd. from Garrison to Long Ave Re-surfacing. Approved, waiting on Grant Agreement.
National Park System/Hurricane Michael	\$83,000	Washington Gym Rehabilitation. Submitted by UF. Approved and will be administered thru the State of Florida Division of Historical Resources
Historic Resources/Hurricane Michael	\$327,707	Cape San Blas Lighthouse Complex. Bids to be opened on 8/12/22.
USDA	\$4,000,000	Potential 65% loan/35% grant for new Government Complex
COVID-19 Rescue Plan	\$1,786,545	Grant Agreement signed 9/15/21. 50% disbursement received.
FDEO	\$675,426.00	Commercial District Waterline Replacement. Grant Application submitted 1/2022. Grant Approved 4/8/22.
FDEP Water Protection Funds	\$965,000	System Wide Septic to Sewer for 175 connections. Grant Application approved 11/10/21. Accepting Applications for service.
FDEP Water Protection Funds	\$4,300,000	Beacon Hill Sewer. Grant Application Approved 11/9/21. Dewberry is working on the Design.
FDEP Water Protection Funds	\$1,834,401.60	Pipe Replacement under the 10 th Street Park. Grant Application submitted 7/15/21. Was not approved.

CDBG- DR Phase II	\$6,654,566	Road & Stormwater Repairs. Application submitted 9/15/21. Application not approved.
FDEP	\$218,895	Resilient Florida (Study of PSJ). Submitted 8/30/21, Working with UF Approved, waiting on Grant Agreement
FRDAP	\$150,000	Core Park Splash Pad, 25% City Match. Submitted 10/14/21. Was not approved.
FDEP	\$145,000	Wastewater Treatment Plant Feasibility Study, submitted 8/22.
FDOT/SCOR	\$575,417.65	Application for re-surfacing Allen Memorial. Approved on 8/23/22 for the 2024 fiscal year.
Legislative Request Rep. Shoaf	\$500,000 \$2,000,000	Core Park Stage Field of Dreams, both submitted on 7/8/22
NOAA	\$280,000	Stormwater Management (H&H) Study submitted on 10/13/22
FDOT	\$100,000	Hwy 98 Beautification Grant submitted on 10/13/22