

**May 16, 2023
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 May 16, 2023

Call to Order

Consent Agenda

Minutes

- Regular Commission Meeting 5/2/23 **Pages 4 - 6**
- Special Commission Meeting 5/10/23 **Pages 7 - 10**

Planning Board Recommendations

- Development Order & Special Exemption Request- Boat Ramp Inn LLC, 504 Monument Ave., Parcel #05682-000R **Pages 11 - 39**

City Engineer

- Long Ave. Paving
- First Street Paving
- Beacon Hill Sewer Design
- Downtown Water Line Replacement Phase I
- Maddox Park Parking Lot & Trail Paving
- Madison Street Paving

City Attorney

- Update

Old Business

- City Projects **Page 40**

New Business

- HMGP Grant Task Order **Pages 41 - 42**
- Workforce Board Mural Project for the Summer Program **Page 43**
Request for approval
- RFQ 2023-01 CDBG-DR Wastewater Rehabilitation Project Phase I **Pages 44 - 46**
CCTV Sewer Video Inspection Services
Request for approval

Public Works

- Update

Surface Water Plant

- Update

Wastewater Plant

- Update

Finance Director

- FEMA- Update

Code Enforcement

- Update

Police Department

- Update

City Clerk

- Grants- Update

Pages 47 - 48

**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, May 2, 2023, 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. Commissioner Lowry joined the meeting at 12:05 P.M., and Commissioner Ashbrook was absent.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of April 18, 2023. All in favor; Motion carried 3-0.

City Engineer – Josh Baxley

Long Avenue Paving

The drainage piping and patching have been completed. The Long Avenue Baptist paving as well as the First Street side of the NAPA parking area have also been completed. The contractor is currently paving 1" of asphalt from Highway 71 East to Nineteenth Street. It is anticipated that they should complete 1" on both lanes by the week's end.

Avenues C & D Paving

The striping has been completed.

First Street Paving

The paving has been completed and striping should be completed next week.

Beacon Hill Sewer Design

The wet well is shipping on May 18, 2023, and the pumps and controls should arrive approximately a week later. The contractor will be mobilizing next week to begin clearing and grubbing. The FDOT Permit has been issued. Dewberry received an RAI and they are currently working on a response.

Commissioner Lowry joined the meeting at 12:05 P.M.

Downtown Water Line Replacement Phase I

This project is out for bid.

City Attorney

Mr. McCahill did not have any updates for the Commission.

Old Business

City Projects

Mr. Anderson shared that we have reached the finish line on the First Street SCOP Grant that covered paving from First Street to Highway 71, and the Long Avenue Water / Sewer project.

New Business –

City Lot on Woodward Avenue – Mayor Buzzett

After discussion, the consensus was to keep the lot.

Request for Additional Funding – Humane Society

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to approve an additional \$5,000 to the Humane Society. All in favor; Motion carried 4-0.

Public Works – John Grantland

RFP 2023-04 ESAD Sewer Repairs

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to reject all bids. All in favor; Motion carried 4-0.

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to approve the City doing the work through the sole source provider Pump and Process for supplies. The cost of the project will be \$167,142.00. All in favor; Motion carried 4-0.

Surface Water Plant –

Mr. McClamma did not have any updates for the Commission.

Wastewater Plant – Kevin Pettis

Surplus Property Request

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to declare the 1979 International 510 Harvester wheeled loader as surplus and advertise for bids. All in favor; Motion carried 4-0. The transmission has no forward gear, and the equipment number is PSJ WWTP-57.

Mr. Pettis stated the plant is pushing water, there were issues with power surges over the weekend, and there is 2' 5" of freeboard in the pond.

Finance Director – Mike Lacour

FEMA Update

Mr. Lacour shared that FEMA has made a fixed offer of \$1,400,000 for the Clifford Sims Park renovations and will be pushing the project back to the state.

Code Enforcement –

Mr. Anderson advised that the county has approved partnering with the City to demolish four structures and that Attorney McCahill is preparing eviction notices for 1310 Long Avenue and 903 Sixteenth Street.

Discussion was held concerning dysfunctional vehicles being left in the City Right of Way, notifying owners as to the requirements to make them operable, and offering a plan to help residents remove them.

Police Department – Chief Richards

Chief Richards shared that the body cams are up and running and have been effective and useful. Sunday and Monday the dash cams will be installed in vehicles. He noted that the cams have already been useful in ruling out untruthful complaints.

City Clerk – Charlotte Pierce

Grants Update

Clerk Pierce shared that City Staff continues to work on grants, required compliance, and reports.

She noted there will be a Special Meeting on Wednesday, May 10, 2023, at Noon to certify the City Election held on Tuesday, May 9, 2023.

Citizens to be Heard –

No one from the public wished to address the Commission.

Discussion Items by Commissioners

Commissioner Hoffman asked that when the delineators are replaced in front of Hungry Howie’s that the first 5-8 be left open so 18 wheelers making the turn will not destroy them.

Commissioner Lowry did not have any additional items to discuss with the Commission.

Commissioner Langston requested that thoughts be given to a splash pad, selecting a location, and size. *Commissioner Hoffman* shared that he is the City’s representative to the TDC, they will be meeting at 2 P.M. today, and he has that on his list to request the TDC partner with the City to provide this.

Mayor Buzzett shared that it looks like the City could possibly be receiving a large grant from the state and he anticipates an announcement in the next month.

Motion to Adjourn

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 12:40 P.M.

Approved this _____ day of _____ 2023.

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, TO CERTIFY ELECTION RESULTS HELD AT 2775 Garrison Avenue, May 10, 2023, at 12 Noon.

The following were present: Mayor Buzzett, Commissioners Hoffman, Langston, and Lowry. City Clerk Charlotte Pierce, Attorney Clinton McCahill, Police Chief Jake Richards, and Finance Director Mike Lacour were also present. Commissioner Ashbrook and City Manager Jim Anderson were absent.

Resolution 2023-03 Election Certification

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve Resolution 2023-03 Election Certification. All in favor; Motion carried 4-0. Attached are Exhibit A: Official Certificate of City of Port St. Joe Canvassing Board for the City of Port St. Joe Primary Election 2023 provided by Gulf County Supervisor of Elections, John M. Hanlon and Exhibit B: City of Port St. Joe Resolution No. 2023-03.

Citizens to Be Heard

No one wished to address the Commission.

Commissioner Comments

None of the Commissioners had any comment.

Motion to Adjourn

There was no other business to come before the Commission and Mayor Buzzett adjourned the Meeting at 12:01 P.M.

Approved this _____ day of _____ 2023.

Rex Buzzett, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

**OFFICIAL CERTIFICATE OF CITY OF PORT ST. JOE CANVASSING BOARD
FOR THE CITY OF PORT. ST. JOE ELECTION MAY 09, 2023**

Port St Joe, State of Florida, Gulf County

We, the undersigned, Scott Hoffman, City Commissioner; John M. Hanlon, Supervisor of Elections and Charlotte Pierce, City Clerk, constituting the Canvassing Board in and for said City, do hereby certify that we met on the 10th of May A.D., 2023, and proceeded publicly to canvass the votes given for the Port St. Joe City Election on the 9th day of May, A.D., 2023 as shown by the returns on file in the office of the Supervisor of Elections. We do certify the following results:

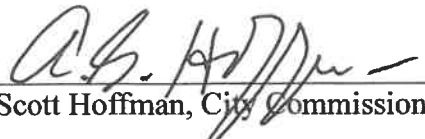
	<u>VOTES</u>	
<u>Mayor / Commissioner-</u>		
Rex Buzzett	817	61.20%
Amos Pittman Jr	518	38.80%
 <u>City Commissioner – Group 2</u>		
Steve Kerigan	888	68.68%
Alan Wetzstein	405	31.32%

“Shall Article 2, Section 13 of the Charter of the City of Port St. Joe, Florida be amended to lengthen from two years to four years the terms of the mayor-commissioner and each commissioner of the City of Port St Joe, Florida?” having received a no vote of 718 (56.05%) is defeated.

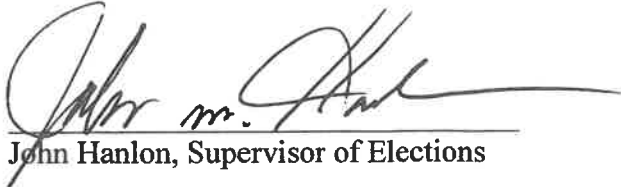
“Shall Article 2, Section 13 and Article IV Section 123 of the Charter of the City of Port St Joe, Florida be amended to change the General and Runoff Election dates from the second Tuesday in May and two weeks later to the Tuesday eleven weeks prior to the possible Runoff Election which would be the first Tuesday after the first Monday in November with the winning candidate to begin his or her term the first Tuesday after the first Monday in January?” having received a yes vote of 715 (57.20%) has passed.

Having received a majority of votes (61.20%), Rex Buzzett is hereby elected to the office of Mayor/Commissioner.


Having received a majority of votes (68.68%), Steve Kerigan is hereby elected to the office of City Commissioner – Group 2.



Scott Hoffman, City Commissioner



John Hanlon, Supervisor of Elections



Charlotte Pierce, City Clerk

Run Date:05/10/23 07:14 AM

	TOTAL VOTES	%	Eday	EV	VBM	Prov
PRECINCTS COUNTED (OF 1)	1	100.00				
REGISTERED VOTERS - TOTAL	2,774					
BALLOTS CAST - TOTAL	1,338		446	714	175	3
BALLOTS CAST - BLANK	0		0	0	0	0
VOTER TURNOUT - TOTAL		48.23				
VOTER TURNOUT - BLANK						
Mayor / Commissioner						
(VOTE FOR) 1						
Rex Buzzett (NPA)	817	61.20	263	438	116	0
Amos Pittman Jr (NPA)	518	38.80	183	273	59	3
Commissioner - Group 2						
(VOTE FOR) 1						
Steve Kerigan (NPA)	888	68.68	291	473	122	2
Alan "Al" Wetzstein (NPA)	405	31.32	139	215	50	1
Ordinance No. 579						
(VOTE FOR) 1						
Yes (NPA)	563	43.95	171	320	71	1
No (NPA)	718	56.05	261	356	99	2
Ordinance No. 580						
(VOTE FOR) 1						
Yes (NPA)	715	57.20	229	387	99	0
No (NPA)	535	42.80	192	272	69	2

RESOLUTION NO. 2023-03

BE IT RESOLVED by the City Commission of the City of Port St. Joe, Florida:

SECTION 1. It is hereby ascertained, found, determined, and declared that the General Election held on the 9th day of May, 2023, A.D., for election of Commissioner Group I, Commissioner Group II, and Mayor / Commissioner, and was held in all matters, respects, and things in full and complete compliance with the Constitution and Laws of the State of Florida and the Charter and Ordinances of the City of Port St. Joe.

SECTION 2. It is further ascertained, found, determined, and declared that applicable Florida Laws presume that each candidate will vote for himself, and write-in candidates are only permissible where they have qualified as such write-in candidates prior to the scheduled election and no such qualifications were received.

- (A) 1,338 persons voted in said election.
- (B) There were no votes cast in Commissioner Group I as Commissioner Eric D. Langston did not have any opposition and was therefore returned to office.
- (C) Of the votes cast in Commissioner, Group II, in favor of Steve Kerigan 888; Alan Wetzstein 405. Election Day, Early Votes, Absentees, and Provisional are reflected in total votes for each candidate. Total Ballots cast also include Over and Under Votes.
- (D) Of the votes cast in Mayor / Commissioner, in favor of William R. Buzzett 817, Amos Pittman, Jr., 518. Election Day, Early Votes, Absentees, and Provisional are reflected in total votes for each candidate.

SECTION 3. Question 1.
“Shall Article 2, Section 13 of the Charter of the City of Port St. Joe, Florida be amended to lengthen from two years to four years the terms of the mayor-commissioner and each commissioner of the City of Port St, Joe, Florida?” received a no vote of 718 and is defeated.

SECTION 4. Question 2.
“Shall Article 2, Section 13 and Article IV Section 123 of the Charter of the City of Port St. Joe, Florida be amended to change the General and Runoff Election dates from the second Tuesday in May and two weeks later to the Tuesday eleven weeks prior to the possible Runoff Election which would be the first Tuesday after the first Monday in November with the winning candidate to begin his or her term the first Tuesday after the first Monday in January?” received a yes vote of 715 and has passed.

The City Auditor and Clerk is hereby authorized and directed to furnish said winners a Certificate of Election as follows, City Commissioner Group I, Group II, and Mayor / Commissioner of the City of Port St. Joe, Florida.

INTRODUCED AND ADOPTED this 10th day of May, 2023.

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


Rex Buzzett, Mayor

ATTEST:


Charlotte M. Pierce, City Clerk

CITY OF PORT ST. JOE SPECIAL EXCEPTION REQUEST APPLICATION

Property Address: 504 monument ave Zoning: CI

Property Owner: Boat Hoop Inn LLC Phone: _____

Mailing Address: 5150 Old Hickory Circle City, State, and Zip: MARIETTA, FL 32446

Parcel Number: 05682-008 Applicant if different: _____

[Signature]
Owner signature

Swore to and subscribed before me this 15th day of Feb 2023. Personally known or produced identification _____

[Signature]
Signature of Notary Public



PUBLIC NOTICE

A SIGN WILL BE POSTED FOR FIFTEEN DAYS ON THE PROPERTY SEEKING THE SPECIAL EXCEPTION AND A NOTICE WILL BE PUBLISHED IN THE LOCAL NEWSPAPER.

APPLICATION REQUIREMENTS:

Application Fee - \$300

A letter indicating the section of the LDR under which special exception is being requested

Legal Description of Property

Copy of the Deed

Copy of the Survey

Site plan of the proposed improvements

[Signature]
Owner Signature

2-15-23
Date

[Signature]
Applicant Signature

2-15-23
Date



To: City of Port St. Joe Planning Department

Re: Special Exception request for 504 Monument Ave Hotel Project

We would like to respectfully submit a request for special exception for the above referenced address. The purpose of this request is to apply for a VARIANCE/AERIAL ENCROACHMENT ONLY of the East Property Line of the subject property. Please see below for more information.

Summary of Request: The current building at 504 Monument Ave in Port St. Joe has been the home of Capital City Bank for decades and a landmark in downtown Port St. Joe for over 50 years. The current owners have purchased the property and plan to make a substantial investment into this location, with the hopes of turning a leftover eye sore from Hurricane Michael, into a positive asset for the community. A 27 room Boutique Hotel is planned for this location and existing building/property. Development order has been submitted and the owner is ready to start construction immediately. It is the intent of the owners to keep the historic aspect and small town feel and they have designed a project that fits nicely into our community. The current building has an 6' deep 2nd floor balcony on the east facing side existing that has been in place for many, many years. Our current design and proposed use of this property incorporates this existing balcony (Exhibit A in your packet) as outdoor space for our 2nd floor east facing Hotel suites.

We are requesting a 4' AERIAL ONLY encroachment over the existing property line, into the green space area(Exhibit E) currently owned by the City of Port St. Joe. This request is made to accommodate an additional 6' deep lower level(1st

Floor) Cantilever balcony to match the existing 2nd floor Balcony (Exhibit A in your packet) that has been in place for many, many years. You will see both of these balconies and how they would appear in Exhibit C in your packet. This lower Balcony will fit exactly under the footprint of the upper Balcony, that has been in place for years. Important to Note: This lower Balcony will be Cantilevered in design, so as to not effect the area below for maintenance, or any other need to access in the future. The design is done in a way where no foundation, nor supports, will be permanently installed in the ground (the 4' area of City of Port Property requested in this Exception request) So to be clear this is merely an AERIAL encroachment request only, a "floating" Balcony if you will.

Support Documentation of Request:

You will find in your packet Exhibit B that includes current proposed site plan for project: showing parking, site layout, ect.

You will also find in your packet Exhibit D that includes the original survey of subject property showing the the existing property line is approx. 2' 6" (30 inches) from the current building on this East side property line as discussed in this request.

The special consideration for this request are as follows:

- The project is atypical as we are working with on a over 50 Year old structure with existing elements in place.
- The design of the project in every aspect is attempting to keep the "small town" feel and historic look of the existing property. The Owner could demo the whole site, and zoned C1 has many options for a much more dense, taller and much more negatively impactful project to the city and surrounding land/business owners. Instead the owner is attempting to keep in step with our current small town feel.
- There is approx. 50' of un-used land(Exhibit E -green space Owned by City of Port St. Joe) in the this area of request. There is an existing drainage ditch in place

and granting this request in no way will effect/limit access or maintenance from the City of Port St. Joe in the future to this area.

- The development of this project will benefit the City in many, many ways from tax revenue to the Waterline improvement project(see Exhibit F).

I want to take the opportunity to thank the members of this Board and look forward to discussing any questions or concerns.

Sincerely,

Ben Carnes – President

- b. Offstreet parking and loading areas where required, with particular attention to the items in subsection a. above and the economic, noise, glare or odor effects of the special exception on adjoining properties and properties generally in the district;
- c. Refuse and service areas, with particular reference to the items in subsection a. and b. above;
- d. Utilities with reference to location, availability and compatibility;
- e. Screening and buffering with reference to type, dimensions and character;
- f. Signs, if any, and proposed exterior lighting with reference to glare, traffic safety, economic effect and compatibility and harmony with properties in the district;
- g. Required yards and other open space;
- h. General compatibility with adjacent properties and other property in the district.

(6) Any restrictions imposed as a condition of granting the special exception, such as limitations on size or square footage, including future expansions, shall be specified at the time the special exception is granted.

Sec. 2.14. Variances--Requirements and procedures.

A variance from the terms of these regulations shall not be granted by the planning and development review board unless and until the following requirements or procedures are met:

- (1) A written application for a variance (hardship relief) is submitted to the building inspector demonstrating that a hardship exists based on one of the following conditions:
 - a. That special conditions and circumstances exist which are peculiar to the land, structure or buildings involved and which are not involved and which are not applicable to other lands, structures or buildings in the same district;
 - b. That literal interpretation of the provisions of this Code would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of these regulations;
 - c. That the special conditions and circumstances do not result from the actions of the applicant; or
 - d. That granting the variance requested will not confer, on the applicant any special privilege that is denied by these regulations to other lands, structures or buildings in the same district.
- (2) No nonconforming use of neighboring lands, structures or buildings in the same district, and no permitted or nonconforming use of lands, structures or buildings in other districts shall be considered grounds for the issuance of a variance.
- (3) Notice of public hearing shall be given in accordance with the provisions specified under "special exceptions" and a public hearing shall be held. Any

committee, or other administrative official; or to decide in favor of the applicant on any matters upon which it is required to decide in the application of these regulations.

(f) Review and recommend updating and amendment of the comprehensive plan and land development regulations. All plan amendments and revised regulations shall require planning and development review board review and recommendation prior to approval by the board of city commissioners.

(g) Review and make findings and recommendations regarding level 2 major development plans to the board of city commissioners.

Sec. 2.12. Same--Board of city commissioners.

For the purposes of these land development regulations, the board of city commissioners of the city is responsible for review and approval of preliminary and final subdivision plats, and for review and approval of all level 2 major development plan proposals.

Sec. 2.13. Special exceptions--Requirements and procedures.

A special exception shall not be granted by the planning and development review board unless and until the following requirements and procedures are met:

(1) A written application for a special exception is submitted indicating the section of these regulations under which the special exception is sought and stating the grounds on which it is required.

(2) Notice shall be given at least 15 days in advance of the public hearing. The owner of the property for which special exception is sought or his agent and the owners of abutting property shall be notified by mail. Notice of such hearing shall be published in a newspaper as required by law and posted on the property in question at least 15 days prior to the public hearing. Required fees as set forth in this Code shall be deposited with the city clerk to cover the cost of posting notices and notification by mail.

(3) The public hearing shall be held in accordance with the notice. Any adjoining property owner or any party whose substantial interest may be affected may appear in person, or by agent or attorney.

(4) The planning and development review board shall make a finding that it is empowered under the section of these regulations described in the application to grant the special exception, and provided that the granting of the special exception will not adversely affect the public interest. The planning and development review board shall confer with appropriate representatives of boards and/or committees having development review responsibility or specific knowledge regarding the special exception.

(5) Before any special exception shall be issued, the planning and development review board shall make written findings certifying compliance with the specific rules governing individual special exceptions and that satisfactory provision and arrangement has been made concerning the following where applicable:

a. Ingress and egress to the property and proposed structures thereon with particular reference to automotive and pedestrian safety and to convenience, traffic flow and control, and access in case of fire or catastrophe;

Prepared by:
Burke Blue
16215 Panama City Beach Parkway
Panama City Beach, Florida 32413

File Number: NJ13-37203

Based On: \$815,000.00

Documentary Stamps Collected: \$4,150.00

General Warranty Deed

Made this July 1, 2021 A.D. By Capital City Bank, 217 N. Monroe Street, Tallahassee, Florida 32301, hereinafter called the grantor, to Boat Rump Inn, LLC, a Florida limited liability company, whose post office address is: 5150 Old Hickory Circle, Marianna, Florida 32446, hereinafter called the grantee;

(Whenever used herein the term "grantor" and "grantee" includes all the parties to this instrument and their heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

Witnesseth, that the grantor, for and in consideration of the sum of Ten Dollars, (\$10.00) and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, alien, remises, releases, conveys and confirms unto the grantee, all that certain land situate in Gulf County, Florida, viz:

Parcel designated as I-E according to plat of St. Joseph's Addition of the City of Port St. Joe, Florida, Unit No. 10, as recorded in Plat Book 2 at Page 40 of the Public Records of Gulf County, Florida.

LESS AND EXCEPT:

Tract A:

A portion of Parcel I-E, St. Joseph's Addition of the City of Port St. Joe, Florida, Unit No. 10, as recorded in Plat Book 2 at Page 40, of the Public Records of Gulf County, Florida, being more particularly described as follows:

Beginning at the concrete monument at the Northeast corner of Parcel I-E, St. Joseph's Addition of the City of Port St. Joe, Florida, Unit No. 10, thence South 19 degrees 14 minutes 00 seconds East, along the Southwesterly right-of-way line of Monument Avenue/U.S. Highway 98, 180.00 feet to an iron rod and cap; thence South 70 degrees 50 minutes 40 seconds West, 179.90 feet to an iron rod and cap on the Northeasterly right-of-way line of Baltzell Avenue; thence North 19 degrees 14 minutes 00 seconds West, along the Northeasterly right-of-way line of Baltzell Avenue, 180.00 feet to a concrete monument on the Southeasterly right-of-way line of Fifth Street marking the Northwest corner of Parcel E-1; thence along the Southeasterly right-of-way line of Fifth Street North 70 degrees 50 minutes 40 seconds East, 179.90 feet to the POINT OF BEGINNING.

Parcel ID Number: 05682-000R

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

SUBJECT TO, the restrictive covenant hereby created and imposed against the land that (i) no bank, savings and loan organization, credit union, federal savings bank, financial institution, mortgage loan business, check cashing company, money servicing business, investment management company or other organization engaged in similar business which provides financial advisory and/or investments services, other than Grantor, shall operate on the land, (ii) no signs for any business listed in (i), other than Grantor, shall be located on the land, and (iii) no automatic teller machines, interactive teller machines or the like, other than those belonging to Grantor, shall operate on the land, which restrictive covenants shall run with the title to the land, shall apply to the land and any portion of the land which is subdivided into smaller parcels or lots, and shall be enforceable by the Grantor and its successors and assigns and shall remain in full force and effect for a period of thirty (30) years from the date hereof.

To Have and to Hold, the same in fee simple forever.

And the grantor hereby covenants with said grantees that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances except taxes accruing subsequent to December 31, 2020.

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in our presence:

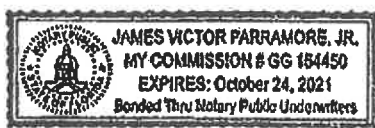
[Signature]
Witness Printed Name: J. GARCIA

Capital City Bank
[Signature] (Seal)
By: Tom Allen
Its: Executive Vice President

[Signature]
Witness Printed Name: James Victor Parramore, Jr.

State of Florida
County of Leon

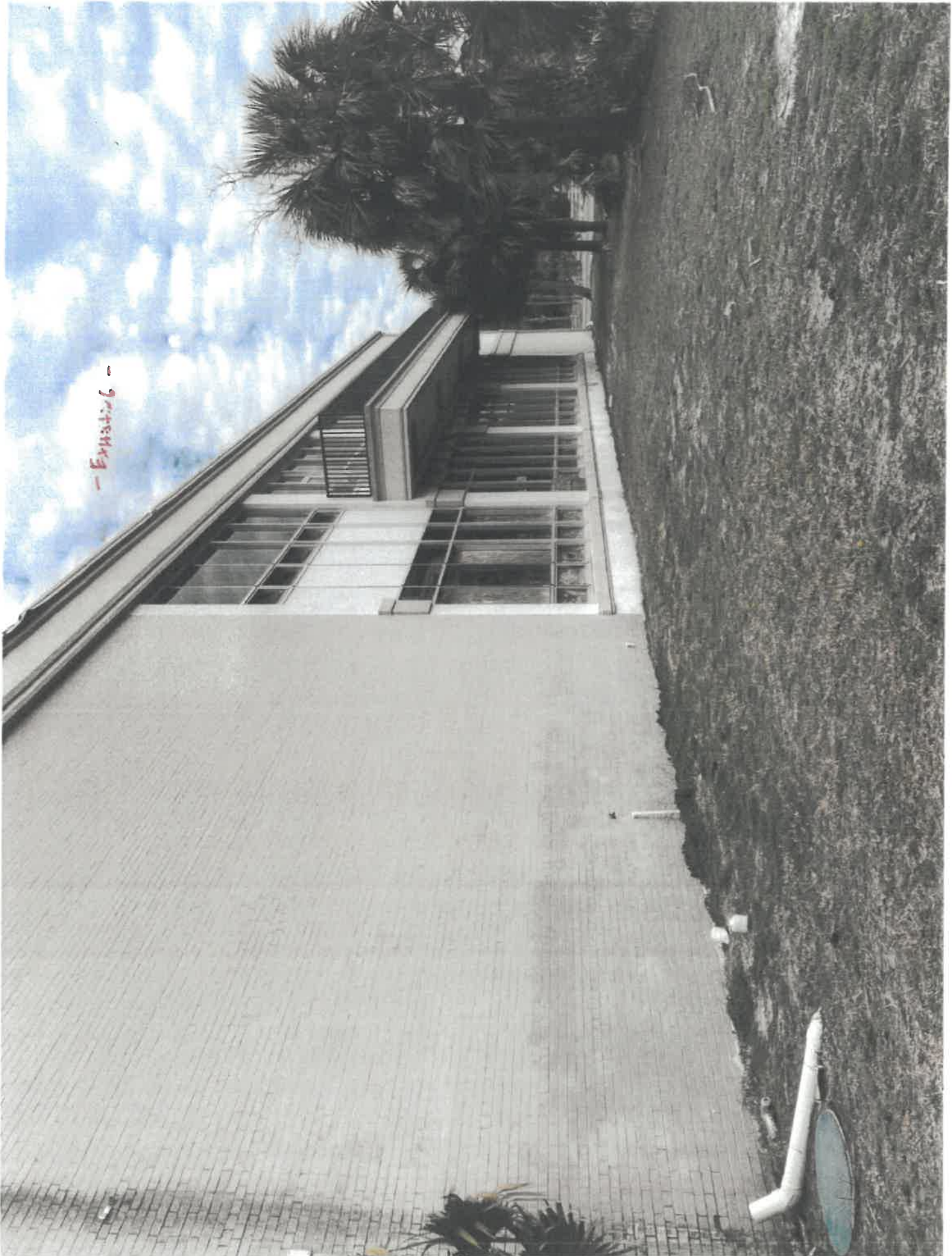
The foregoing instrument was acknowledged before me by means of physical presence, this 29th day of June, 2021, by Tom Allen, Executive Vice President of Capital City Bank, on behalf of the Bank who is/are personally known to me or who has produced FN as identification.



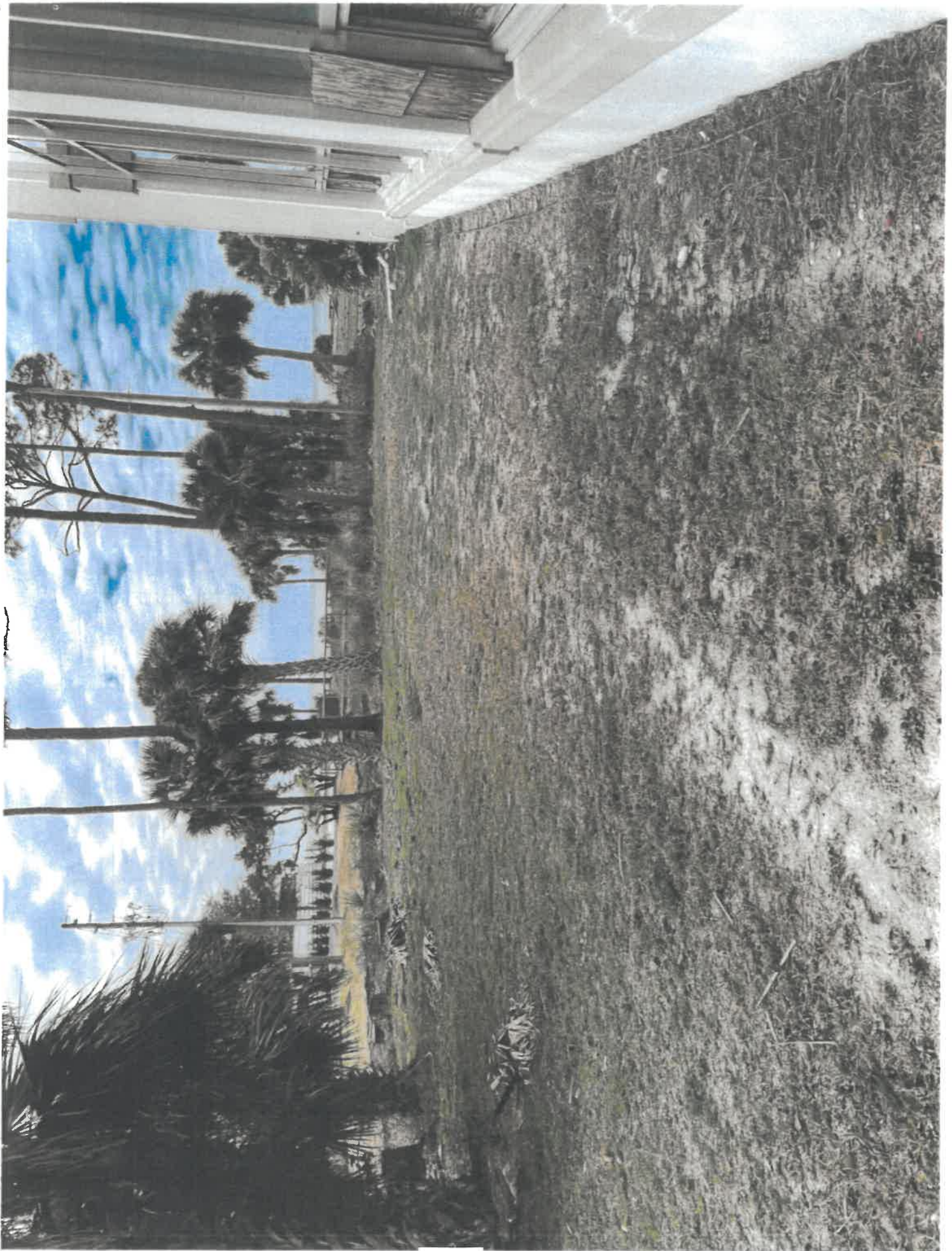
[Signature]
Notary Public
Print Name: _____
My Commission Expires: _____







- Existing -





Overview



Legend

-  Parcels
-  Roads

Date created: 2/8/2023
Last Data Uploaded: 2/8/2023 10:48:35 AM

Developed by  Schneider
GEOSPATIAL

↓ - green space -

(Exhibit E)



12/27/21

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

Re: FL DEO Rural Infrastructure Fund (RIF)

Dear Mr. Anderson:

On behalf of the Port St. Joe community, I am pleased to serve as a participating partner in the Waterline Improvement Project. This project will transform our city to yield significant environmental and socioeconomic benefits to a community long underserved.

RIF investments will catalyze and incentivize additional private and public investments to revitalize our downtown and support full recovery from the devastating impacts of Hurricane Michael. With strong community engagement and support, these partnerships and plans make downtown Port St. Joe ripe for transformation to a beautiful, compact, walkable community with plentiful job opportunities and a renewed downtown core. The vision for downtown is one that offers scenic vistas, recreational arts, cultural and environmental events for the whole community.

Boat Ramp Inn, LLC, is eager to provide a Boutique Hotel in Port St. Joe, FL. We are currently located at 504 Monument Ave, Port St. Joe, FL 32456. We will directly benefit from waterline infrastructure upgrades and can commit to the following outcomes:

- 5 permanent FTEs generated
- 5 permanent FTEs retained and 3 PTEs retained
- \$40k average annual salary of permanent FTEs
- \$3M expected amount of capital investment

The time is right for reinvestment. Together we will reclaim a sense of community and neighborhood identity, and I hope DEO will help support our efforts.

Sincerely,

Ben Carnes, Partner

- Exhibit F -



Rev.	Date	Description

Boat Ramp, LLC
 9100 Old Highway One
 Palm Beach, Florida 33456
 Project Owner

CONSTRUCTION DOCUMENTS
 Renovations & Improvements for a New
 Boutique Hotel - "Boat Ramp Inn"
 304 Monument Avenue
 Fort St. John, Florida 32546

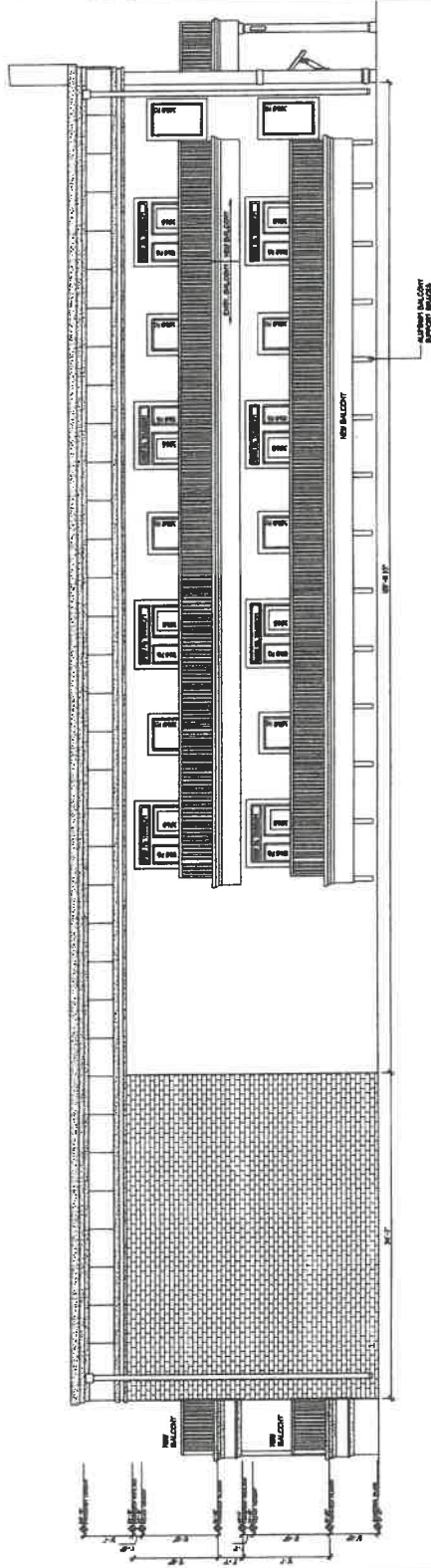
ARCHITECTURAL
 EXTERIOR ELEVATIONS
 (SOUTH VIEW)

Sheet No.	A204
Scale	AS SHOWN
Date	09/15/17
Drawn By	JW
Checked By	JW
Project No.	17-0001



Jeffrey S.
 Waddell
 ARCHITECTURAL
 EXTERIOR ELEVATIONS
 PLAN STATUS
 FULL
 CONTRACT DOCUMENTS

304 Monument Avenue
 Parcel ID No: 05687-002R



(SOUTH VIEW)
 EXTERIOR ELEVATION
 SCALE 3/8" = 1'-0"

— Exhibit C —

Neves Media Port St. Joe Star
49 W Highway 98
(850) 227-1278

I, Leo Hentschker, of lawful age, being duly sworn upon oath depose and say that I am an agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of Neves Media Port St. Joe Star, a publication that is a "legal newspaper" as that phrase is defined for the city of Port St Joe, for the County of Gulf, in the state of Florida, that this affidavit is Page 1 of 1 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

PUBLICATION DATES:
13 Apr 2023

Notice ID: NlqJzFg7mhpEbMjb2Sa6
Publisher ID: 130
Notice Name: 504 Monument Special Exceptions

PUBLICATION FEE: \$117.50

Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true,

Leo Hentschker

Agent

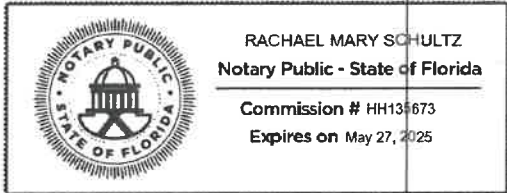
VERIFICATION

State of Florida
County of Charlotte

Signed or attested before me on this:

Rachael Mary Schultz

Notary Public
Notarized online using audio-video communication



PUBLIC NOTICE
The City of Port St. Joe's Planning, Development, and Review Board (PDRB) will hold a Meeting to discuss a request for a **Special Exception** on **May 2, 2023, at 4:00 P.M. EST** and at the regular City Commission Meeting on **May 17, 2023 at 12:00 P.M. EST**. The Public Hearing will be held in the Commission Chamber in the Ward Ridge Building at 2775 Garrison Avenue, Port St. Joe, Florida 32456 for **Blackfin Construction, LLC 504 Monument Avenue City of Port St. Joe, Gulf County, FL. Parcels: 05682-000R**. The reason for the request is **Per Section 3.09 of the Land Development Regulations referencing the setbacks**. The proposed plans can be reviewed at the Building Department located at 1002 10th St. and can be reached for questions at 850-229-1093.

All persons are invited to attend this meeting. Interested persons may attend and be heard at the public hearings or provide comments in writing to the Planning, Development, and Review Board, City of Port St. Joe City Hall, 305 Cecil G. Costin, Sr., Blvd., Port St. Joe, Florida 32456. Transactions of the public hearings will not be recorded. Persons wishing to appeal any decision made during the hearings will need a record of the proceeding and should ensure a verbatim record is made, including the testimony on which the appeal is based.

In accordance with the Americans with Disabilities Act, persons wishing to attend needing assistance and special accommodations to participate in these proceedings should contact Charlotte Pierce, City Clerk, at City Hall, (850) 229- 8261.

Publish one time in the STAR: 4/13/23
and furnish proof of
April 13, 2023

130

Neves Media Port St. Joe Star
49 W Highway 98
(850) 227-1278

I, Leo Hentschker, of lawful age, being duly sworn upon oath depose and say that I am an agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of Neves Media Port St. Joe Star, a publication that is a "legal newspaper" as that phrase is defined for the city of Port St Joe, for the County of Gulf, in the state of Florida, that this affidavit is Page 1 of 1 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

PUBLICATION DATES:
13 Apr 2023

Notice ID: WnU9vUttXZ4o8jLtU3M9
Publisher ID: 129
Notice Name: 504 Monument DO

PUBLICATION FEE: \$97.70

Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true,

Leo Hentschker

Agent

VERIFICATION

State of Florida
County of Charlotte

Signed or attested before me on this:

Rachael Mary Schultz

Notary Public
Notarized online using audio-video communication

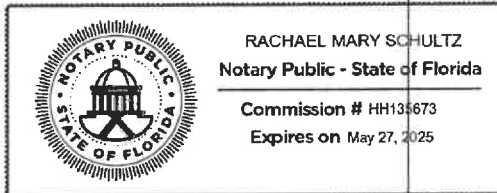
PUBLIC NOTICE

Public Hearings will be held in the Planning, Development, & Review Board's Regular Meeting on May 2, at 4:00 P.M. EST and at the Regular City Commission Meeting on May 17, 2023, at 12:00 P.M. EST at the Ward Ridge Building, 2775 Garrison Ave., Port St. Joe, FL 32456 to discuss and act on the following:
DEVELOPMENT ORDER REQUEST FOR Blackfin Construction, LLC 504 Monument Avenue
City of Port St. Joe, Gulf County, FL Parcels: 05682-000R

Interested persons may attend and be heard at the public hearings or provide comments in writing to the Planning and Development Review Board, City of Port St. Joe City Hall, 305 Cecll G. Costin, Sr., Blvd., Port St. Joe, Florida 32456. Transactions of the public hearings will not be recorded. Persons wishing to appeal any decision made during the hearings will need a record of the proceeding and should ensure a verbatim record is made, including the testimony on which the appeal is based.
In accordance with the Americans with Disabilities Act, persons wishing to attend needing assistance and special accommodations to participate in these proceedings should contact Charlotte Pierce, City Clerk, at City Hall, (850)229- 8261.

Publish one time in the STAR: 4/13/23
and furnish proof of
April 13, 2023

129





Rev	Date	Description
01	09-28-12	FOR PERMIT

Boat Ramp, Inc., LLC
 3500 Old Highway 200
 Lakeland, Florida 33809
 Project Owner

Renovations & Improvements for a New
 Boutique Hotel - "Boat Ramp Inn"
 504 Monument Avenue
 Fort St. John, Florida 32836

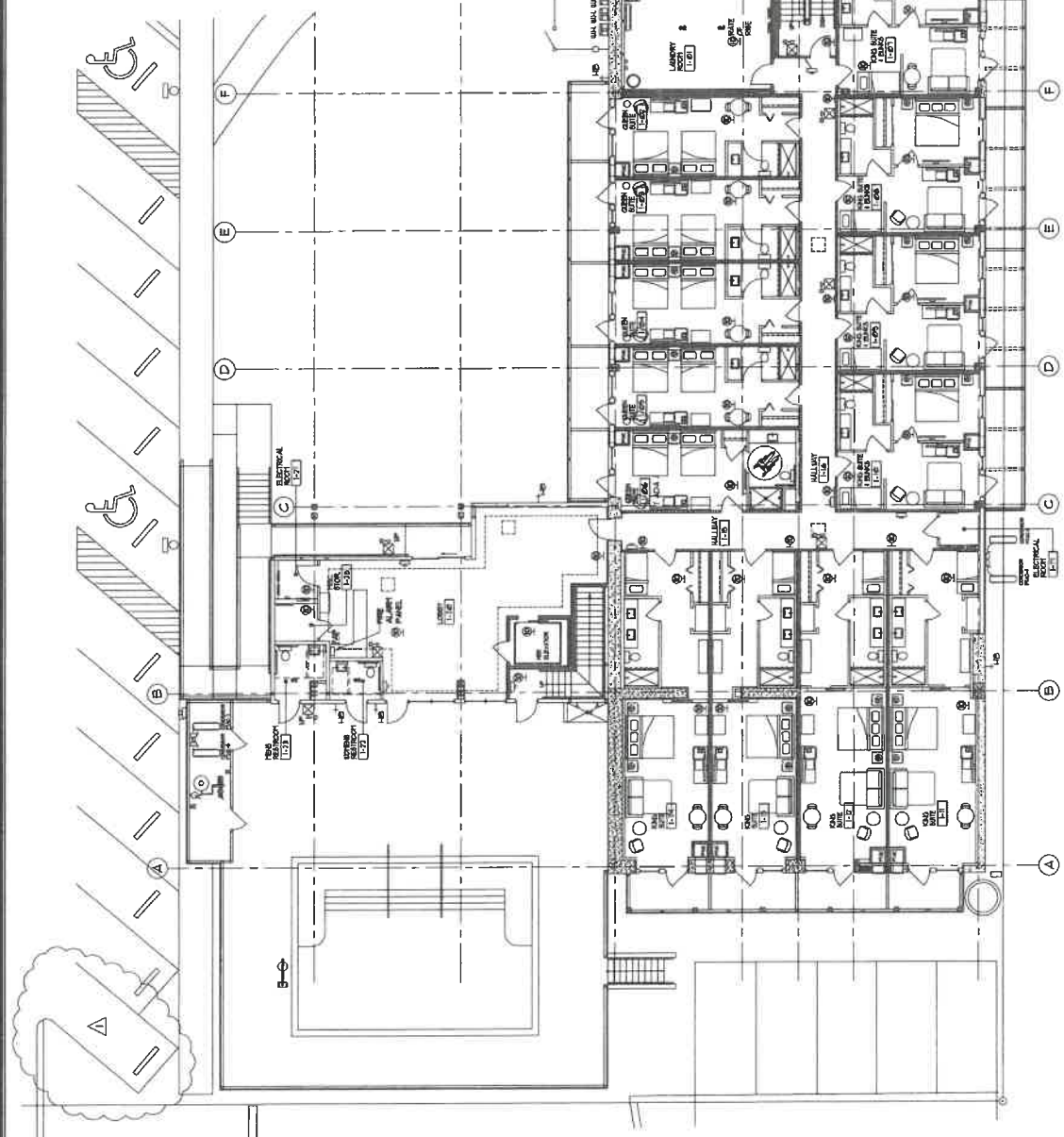
THE ALARM SYSTEM
 RW - FIRST FLOOR

FAI 01
 2012-11
 2012-11
 2012-11

- FIRE ALARM SYSTEM LEGEND:**
- 1) THE ALARM SYSTEM SHALL BE DESIGNED AND INSTALLED BY A FLORIDA LICENSED ALARM CONTRACTOR IN ACCORDANCE WITH THE FLORIDA FIRE-ALARM AND NOTIFICATION CODES AND THE NATIONAL FIRE ALARM AND NOTIFICATION CODES. THE ALARM SYSTEM CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL FIRE DEPARTMENT AND THE LOCAL FIRE INSPECTION DEPARTMENT.
 - 2) THE FIRE ALARM SYSTEM SHALL BE A FULLY AUTOMATIC SYSTEM WITH AUTOMATIC NOTIFICATION OF THE LOCAL FIRE DEPARTMENT. THE SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH THE NATIONAL FIRE ALARM AND NOTIFICATION CODES AND THE FLORIDA FIRE-ALARM AND NOTIFICATION CODES. THE SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH THE NATIONAL FIRE ALARM AND NOTIFICATION CODES AND THE FLORIDA FIRE-ALARM AND NOTIFICATION CODES.
 - 3) THE ALARM SYSTEM SHALL BE CONNECTED TO THE MAIN ELECTRICAL PANEL IN THE MAIN ELECTRICAL ROOM. THE SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH THE NATIONAL FIRE ALARM AND NOTIFICATION CODES AND THE FLORIDA FIRE-ALARM AND NOTIFICATION CODES.
 - 4) NOT USED.
 - 5) THE ALARM SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH THE NATIONAL FIRE ALARM AND NOTIFICATION CODES AND THE FLORIDA FIRE-ALARM AND NOTIFICATION CODES.
 - 6) THE ALARM SYSTEM CONTRACT SHALL BE EQUAL TO THE NATIONAL FIRE ALARM AND NOTIFICATION CODES AND THE FLORIDA FIRE-ALARM AND NOTIFICATION CODES.

- FIRE ALARM SYSTEM LEGEND:**
- 1) THE ALARM SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH THE NATIONAL FIRE ALARM AND NOTIFICATION CODES AND THE FLORIDA FIRE-ALARM AND NOTIFICATION CODES.
 - 2) THE ALARM SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH THE NATIONAL FIRE ALARM AND NOTIFICATION CODES AND THE FLORIDA FIRE-ALARM AND NOTIFICATION CODES.
 - 3) THE ALARM SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH THE NATIONAL FIRE ALARM AND NOTIFICATION CODES AND THE FLORIDA FIRE-ALARM AND NOTIFICATION CODES.
 - 4) THE ALARM SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH THE NATIONAL FIRE ALARM AND NOTIFICATION CODES AND THE FLORIDA FIRE-ALARM AND NOTIFICATION CODES.
 - 5) THE ALARM SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH THE NATIONAL FIRE ALARM AND NOTIFICATION CODES AND THE FLORIDA FIRE-ALARM AND NOTIFICATION CODES.
 - 6) THE ALARM SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH THE NATIONAL FIRE ALARM AND NOTIFICATION CODES AND THE FLORIDA FIRE-ALARM AND NOTIFICATION CODES.
 - 7) THE ALARM SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH THE NATIONAL FIRE ALARM AND NOTIFICATION CODES AND THE FLORIDA FIRE-ALARM AND NOTIFICATION CODES.
 - 8) THE ALARM SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH THE NATIONAL FIRE ALARM AND NOTIFICATION CODES AND THE FLORIDA FIRE-ALARM AND NOTIFICATION CODES.
 - 9) THE ALARM SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH THE NATIONAL FIRE ALARM AND NOTIFICATION CODES AND THE FLORIDA FIRE-ALARM AND NOTIFICATION CODES.
 - 10) THE ALARM SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH THE NATIONAL FIRE ALARM AND NOTIFICATION CODES AND THE FLORIDA FIRE-ALARM AND NOTIFICATION CODES.

Jeffrey S. Waddell
 ARCHITECT
 1000 N. W. 10th St.
 Ft. Lauderdale, FL 33304
 (954) 561-1111
 jeffrey@jswaddell.com
 jswaddell.com



(FIRST FLOOR LEVEL)
 FIRE ALARM SYSTEM PLAN
 SCALE: 1/8" = 1'-0"

504 Monument Avenue
 Parcel ID No: 05602-000R

JSW
Jeffrey S. Waddell
 Architect
 310 Commerce Drive
 Suite 100
 Phoenix, AZ 85004
 Phone: (602) 433-3000
 Fax: (602) 433-3000
 www.jswarchitect.com
 Registration Number: 0000000000

Rev.	Date	Description
01-01-01		ISSUE FOR PERMITS

Boat Ramp Inc., LLC
 5150 Old Weaver Drive
 Phoenix, AZ 85024
 Project Owner

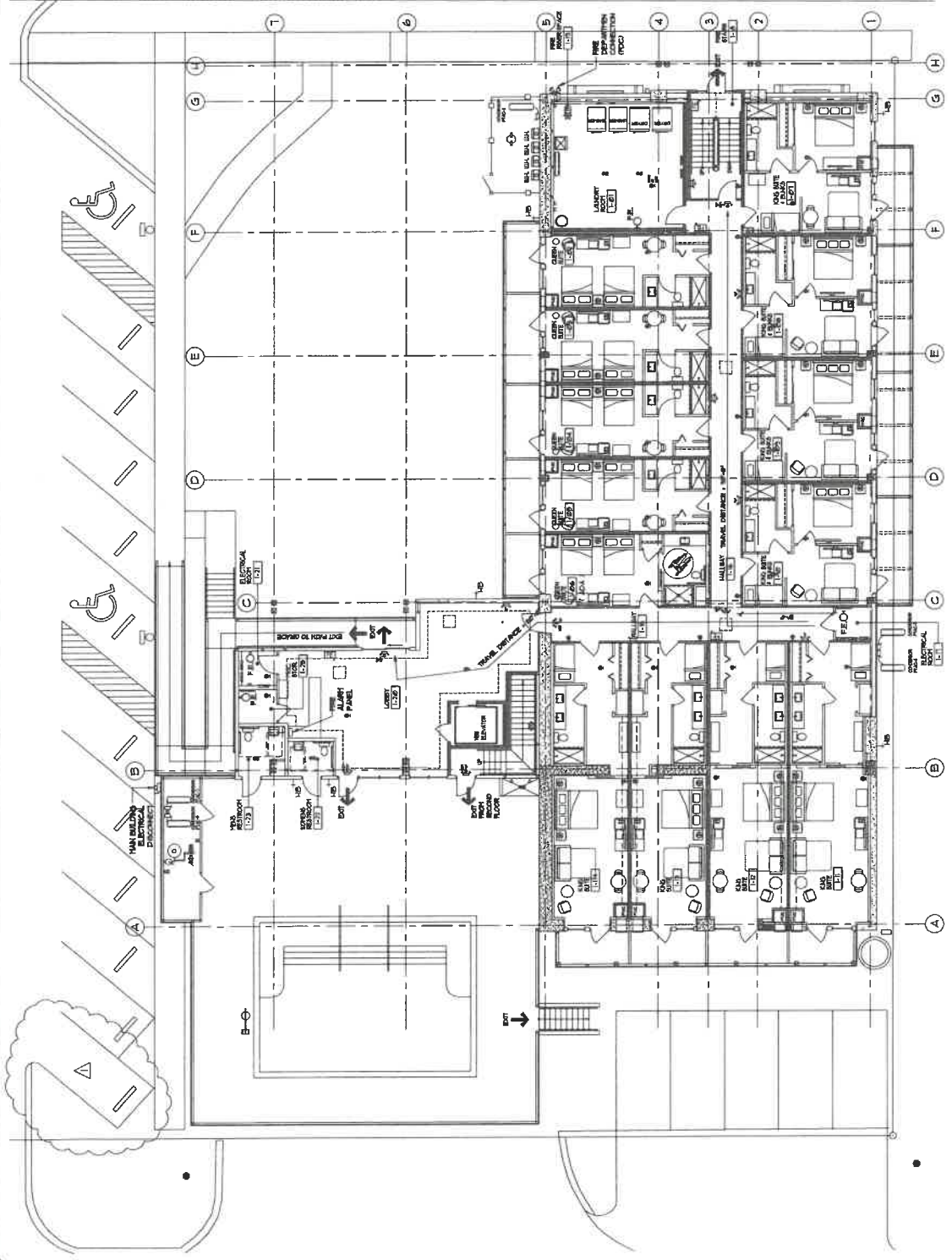
CONSTRUCTION DOCUMENTS:
 Renovations & Improvements for a New
 Boutique Hotel - "Boat Ramp Inn"
 504 Monument Avenue
 Phoenix, AZ 85004
 Project No. 23456

Jeffrey S. Waddell
 Architect
 License No. 0000000000
 State of Arizona
 Date: 01/15/2023

15101
 100% PLAN
 100% PERMITS
 100% PERMITS
 100% PERMITS

- LIFE SAFETY NOTES:**
- 1) BUILDING IS FULLY SPRINKLERED - REFER TO FIRE SUPPLIER SHEETS FOR SPECIFIC DEVICE LOCATION
 - 2) BUILDING IS PROTECTED BY A FIRE ALARM SYSTEM - REFER TO ELECTRICAL SHEETS FOR DEVICE LOCATION AND TYPE OF SERVICE
 - 3) ALL CORRIDOR HALLS ARE LIGHTED BY RECESSED DOWNLUMINAIRES - ANY PRESCRIPTIONS SHALL BE FULFILLED
 - 4) ALL TRAVEL SEPARATION WALLS BETWEEN SLEEPING QUARTERS ARE LIGHTED BY RECESSED DOWNLUMINAIRES - ANY PRESCRIPTIONS SHALL BE FULFILLED

- LIFE SAFETY EQUIPMENT:**
- 1) FIRE EXTINGUISHER ON WALL MOUNTED
 - 2) FIRE EXTINGUISHER IN WALL CABINET
 - 3) FIRE EXTINGUISHER IN WALL CABINET
 - 4) FIRE EXTINGUISHER IN WALL CABINET
 - 5) FIRE EXTINGUISHER IN WALL CABINET
 - 6) FIRE EXTINGUISHER IN WALL CABINET
 - 7) FIRE EXTINGUISHER IN WALL CABINET
 - 8) FIRE EXTINGUISHER IN WALL CABINET
 - 9) FIRE EXTINGUISHER IN WALL CABINET
 - 10) FIRE EXTINGUISHER IN WALL CABINET
 - 11) FIRE EXTINGUISHER IN WALL CABINET
 - 12) FIRE EXTINGUISHER IN WALL CABINET
 - 13) FIRE EXTINGUISHER IN WALL CABINET
 - 14) FIRE EXTINGUISHER IN WALL CABINET
 - 15) FIRE EXTINGUISHER IN WALL CABINET
 - 16) FIRE EXTINGUISHER IN WALL CABINET
 - 17) FIRE EXTINGUISHER IN WALL CABINET
 - 18) FIRE EXTINGUISHER IN WALL CABINET
 - 19) FIRE EXTINGUISHER IN WALL CABINET
 - 20) FIRE EXTINGUISHER IN WALL CABINET



(FIRST FLOOR LEVEL)
 LIFE SAFETY FLOOR PLAN
 SCALE: 1/8" = 1'-0"



504 Monument Avenue
 Permit ID No: 25-602-0000R

J&W
Jeffrey S. Waddell
Architect
50 Commerce Drive
Suite 200
Ponte Vedra Beach, FL 32082
Phone: (904) 244-4600
Fax: (904) 244-4601
www.jsw.com

Rev.	Date	Description
01	09-20-12	ISSUED FOR PERMITS

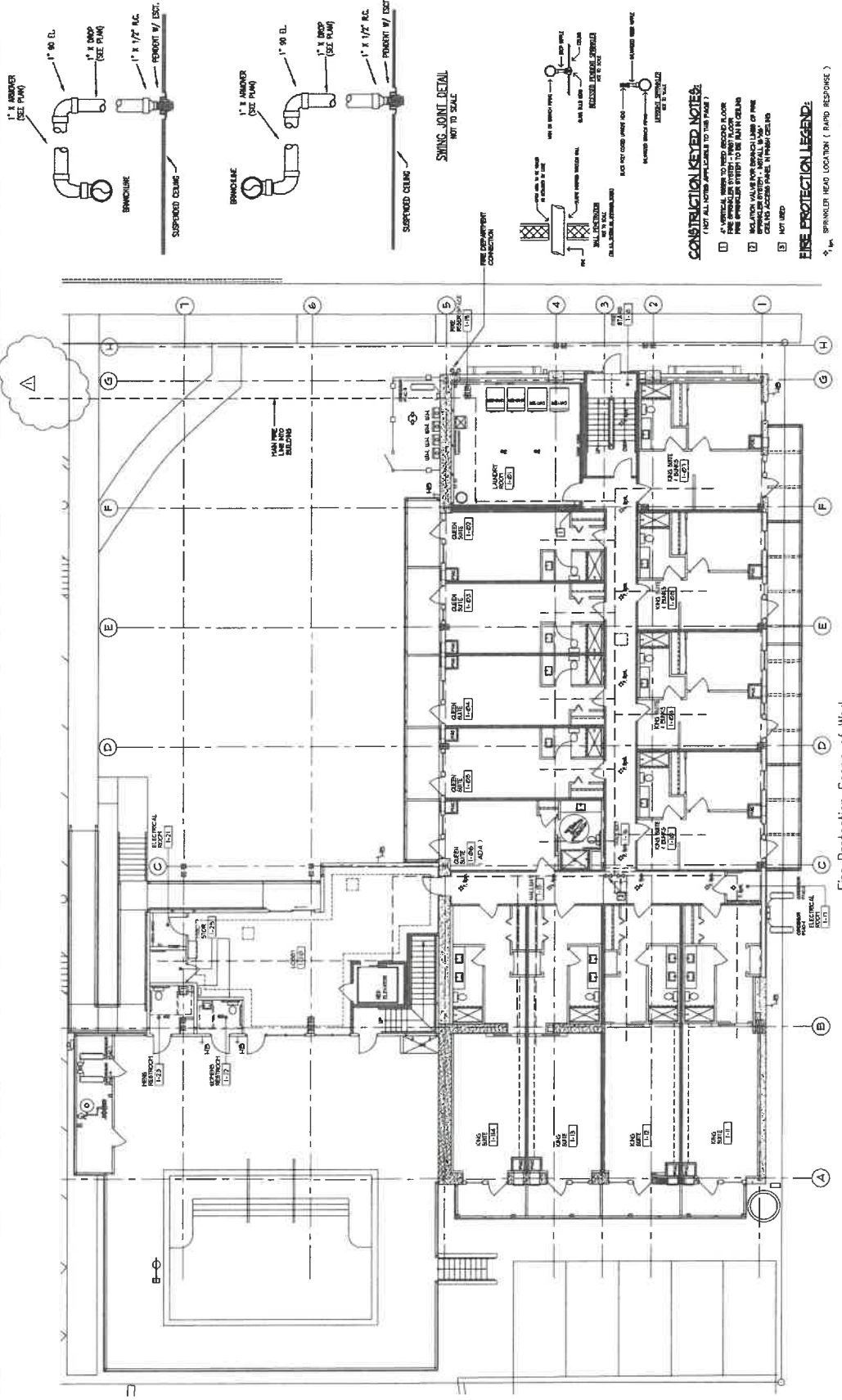
Boat Ramp, Inc., LLC
3500 Old Highway One
Marathon, Florida 33986
Project Owner

CONSTRUCTION DOCUMENTS
Revisions & Improvements for a New
Sprinklers & Improvements for a New
Boat Ramp Hotel - Boat Ramp Inn
404 Monument Avenue
Fort St. John, Florida 32836

PROJECT: FIRST FLOOR
SYSTEM: FIRST FLOOR
R&M & NOTES

F5101

DATE: 09/20/12
DRAWN BY: JSW
CHECKED BY: JSW
SCALE: AS SHOWN



Jeffrey S. Waddell

PLAN STATUS:
PRELIMINARY
CONSTRUCTION DOCUMENTS

DATE: 09/20/12
BY: JSW

504 Monument Avenue
Parcel ID No. 09-6831-000R

FIRE PROTECTION SCORE OF WORK

1. REFER TO RELATED FLOOR PLAN FOR ADDITIONAL FIRE SPRINKLER HEAD LAYOUTS.
2. THE SPRINKLER SYSTEM DESIGN, DESIGN, AND SPRINKLER BRACING IN EACH ROOM SHALL BE IN ACCORDANCE WITH NFPA 13 AND THE CODE OF THE CITY OF JACKSONVILLE.
3. ALL MATERIALS AND INSTALLATIONS TO BE USED IN CONSTRUCTION OF THE SYSTEM SHALL BE APPROVED BY THE FIRE DEPARTMENT AND LISTED FOR THE APPLICATION.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

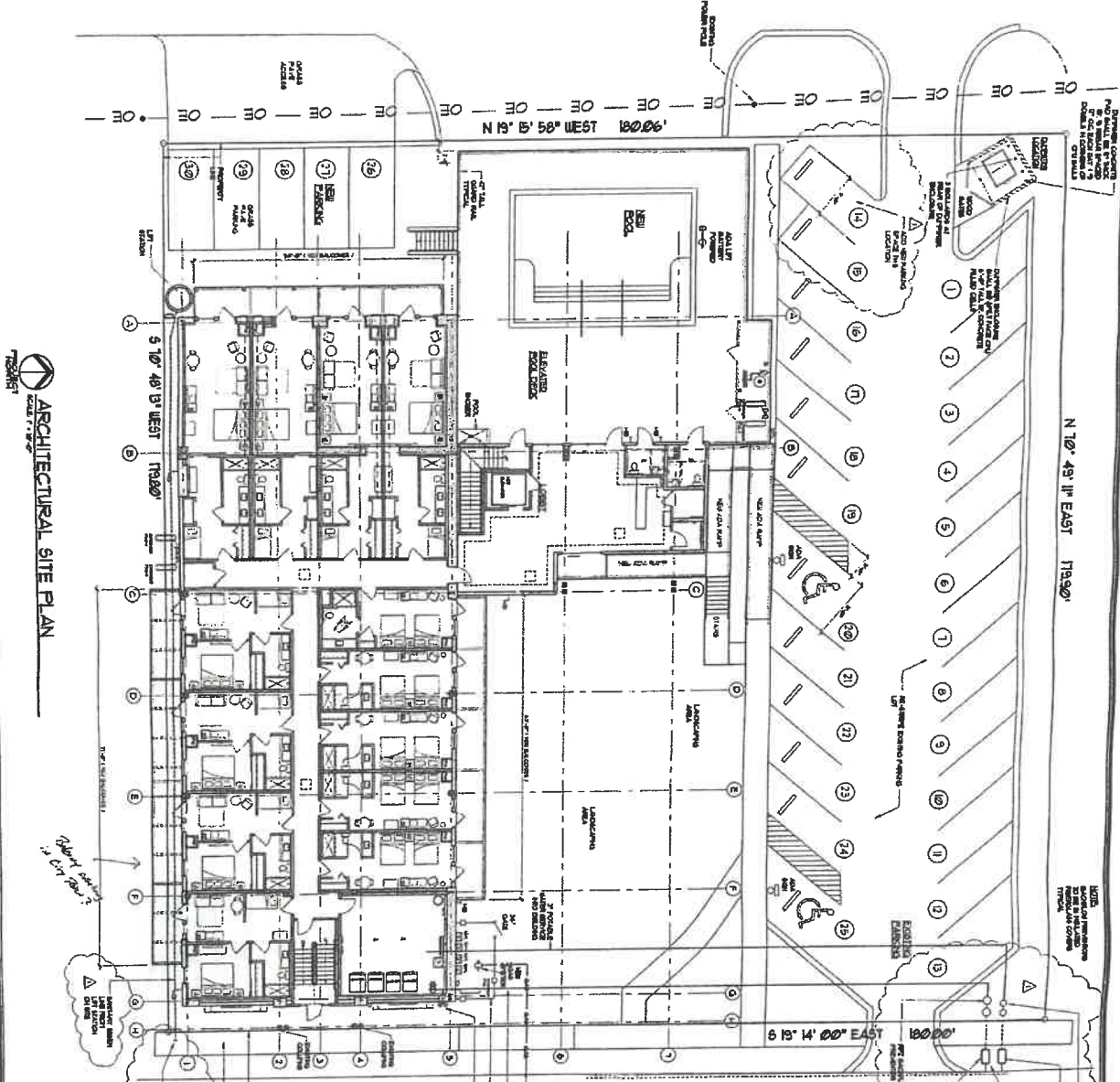
WATERLINE ROUTING LEGEND:

--- FIRE SPRINKLER SYSTEM MAIN LINE
--- FIRE SPRINKLER SYSTEM BRANCH LINE
--- POTABLE / COLD WATER MAIN LINE
--- HOT WATER MAIN LINE
--- SANITARY MAIN LINE
--- GAS MAIN LINE
--- SEWER MAIN LINE

**(FIRST FLOOR LEVEL)
FIRE SPRINKLER OVERALL PLAN**

SCALE: 1/8" = 1'-0"

BALTZELL AVENUE



ARCHITECTURAL SITE PLAN

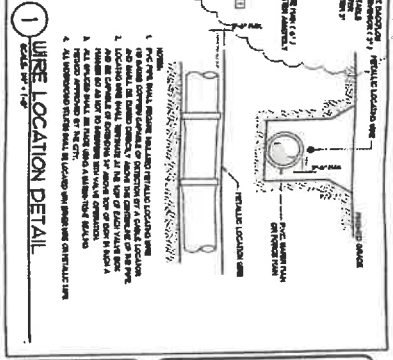
504 Monument Avenue
 Parcel ID NO: 05657-000R

Jeffrey S. Weddell
 ARCHITECT
 PLAN STAMP

CONSTRUCTION DOCUMENTS:
 Renovations & Improvements for a New:
 Boutique Hotel - " Boat Ramp Inn "
 504 Monument Avenue
 Port St Joe, Florida 32436

CONSTRUCTION KEYED NOTES:

- 1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE BUILDING CODES AND ALL APPLICABLE LOCAL ORDINANCES.
- 2. ALL MATERIALS AND WORKMANSHIP SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE CITY ENGINEER.
- 3. ALL UTILITIES SHALL BE LOCATED AND DEPTH MARKED PRIOR TO CONSTRUCTION.
- 4. ALL EXISTING UTILITIES SHALL BE PROTECTED OR RELOCATED AS NECESSARY.
- 5. ALL EXISTING UTILITIES SHALL BE PROTECTED OR RELOCATED AS NECESSARY.
- 6. ALL EXISTING UTILITIES SHALL BE PROTECTED OR RELOCATED AS NECESSARY.
- 7. ALL EXISTING UTILITIES SHALL BE PROTECTED OR RELOCATED AS NECESSARY.
- 8. ALL EXISTING UTILITIES SHALL BE PROTECTED OR RELOCATED AS NECESSARY.
- 9. ALL EXISTING UTILITIES SHALL BE PROTECTED OR RELOCATED AS NECESSARY.
- 10. ALL EXISTING UTILITIES SHALL BE PROTECTED OR RELOCATED AS NECESSARY.



Rev.	Date	Description
1	05-20-2011	ISSUE FOR PERMIT

Special Exception Request

Applicant: Blackfin Construction LLC

504 Monument Avenue Port St Joe, FL. 32456

A Public Hearing will be held on Tuesday, May 2, 2023, at the Commission Chamber in the Ward Ridge Building at 2775 Garrison Avenue, at 4:00 pm EST and at the regular City Commission meeting on May, 17 2023 at 12:00 P.M. EST to consider a request to grant a Special Exemption in reference to side setback to extend into setback per Section 3.03(9) of the Land Development Regulations.

Development Order Request

Applicant: Blackfin Construction, LLC

504 Monument Avenue City of Port St. Joe, FL. 32456

Public Hearings will be held in the Planning, Development, & Review Board's Regular Meeting on, May 2, at 4:00 P.M. EST and at the Regular City Commission Meeting on May 17, 2023, at 12:00 P.M. EST at the Ward Ridge Building, 2775 Garrison Ave., Port St. Joe, FL 32456 for discussion and approval.

Current City Projects 5/16/23

- Maddox Park Drainage- Need more info. from engineer to bid and direction from the Board
- Clifford Sims Park Repairs- Approved by FEMA on 4/21/23.
- **Maddox Park Gazebo- Complete**
- Centennial Bldg. Rehab- The project has been re-bid.
- Lighthouse Complex Sleeping Beauty Rehab- The project has been re-bid.
- Core Park Stage, Splash Pad, & Restroom- Looking for Funding
- Sewer Rehab. CDBG-DR- Grant Funding Approved 5/21, Grant Agreement Received, out for bids on the CCTV Work.
- City Hall Complex- Working on USDA Grant/Loan Docs. Currently on hold.
- Community Garden- Lease Agreement signed
- Long Ave. Paving- Under Construction.
- **Ave. C, & D Paving- Complete**
- New Boat Ramp Access Road- Tabled
- Beacon Hill Sewer- The Lift Station Contract has been signed and Design is ongoing for the Sewer Main. Working scheduled to begin mid May on the Lift Station.
- Skate Park- Working with the School on the location
- Washington Gym Complex Roofs- Reviewing the Engineers Report
- ESAD Sewer Purchase Evaluation for Upgrades- Materials have been ordered
- 20th Street Stormwater Pipe- Working on Camera Quote
- Stormwater Pipe Replacement on 10th Street- The Pipe has been installed & the Patch Work is Scheduled.
- Maddox Park Trail & Parking Lot Paving- Scheduled.
- Fish Grinder- Waiting on delivery for installation.
- Reid Ave. Street Lights- (3) new Light Poles have been ordered and City Staff is working with the Chamber to wrap the poles with additional lighting.



April 24, 2023

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

RE: City of Port St. Joe Lift Stations
 Professional Services Proposal

Dear Mr. Anderson,

Dewberry Engineers Inc. (DEI) is pleased to provide you this professional services proposal. It is our understanding the City has received grant funding through the Hazard Mitigation Grant Program (HMGP) for the design of improvements to eleven (11) existing lift stations throughout the City. The improvements will consist of elevating the existing lift station controls panels above Base Flood Elevation (BFE) with new aluminum platforms. DEI will provide the following services:

TASK A. SURVEYING AND DESIGN SERVICES \$35,850.00

- Establish benchmark and control panel elevations for eleven (11) lift station sites. (Lift station site are listed on pages 29-30 of the grant agreement).
- Prepare a civil site design for lift station sites. Civil site design services to include the following:
 - Site visits for data collection (measure and document existing improvements)
 - Prepare site geometry plan. Site geometry plan to include the location of existing structures/appurtenances, proposed platform and control panel location, plat form and control panel required FFE and control panel elevation
- Prepare a platform design to support each respective lift station control panel. Platform design to include the following:
 - Stair Design (footing, connections, treads etc.)
 - Stair Landing Design
 - Typical Handrail Design
 - Two (2) Platform Designs (not to exceed certain widths per design)
- Prepare electrical design to elevate the control panels. Electrical design to include the following:
 - Preparation of electrical plans and specification necessary to elevate eleven (11) lift station control panels.
 - Site visits for data collection
- Prepare construction plans and specifications necessary to bid the proposed project
- Prepare all bid documents
- Review bids and make recommendation for award

TASK B. GRANT ADMINISTRATION SERVICES \$23,975.00

- Work with the FDEM project manager on all aspects of the HMGP agreement.
- Ensure the ITB for construction is in accordance with the City of Port St Joe’s procurement policy as well as all Federal (2 CFR) and State Laws and Regulations. All procurement activities shall contain sufficient source documentation and be in accordance with all applicable regulations.
- Ensure that no contractors or subcontractors are debarred or suspended from participating in federally funded projects.
- Provide documentation demonstrating the results of the procurement process.
- Provide an executed “Debarment, Suspension, Ineligibility, Voluntary Exclusion Form” for each contractor and/or subcontractor performing services under this agreement.
- Provide copies of professional licenses for contractors selected to perform services.
- Work with the building official to obtain all required documentation including developing the required letters with verification of 500 -year flood events.

Mr. Jim Anderson
HMGP Lift Stations
April 21, 2023

- Gather required documentation for and submit requests for reimbursement.
- Gather required documentation and submit quarterly reports.
- Perform any required environmental activities to ensure compliance.
- Work with FDEM on any scope of work or budget adjustments.
- Develop a Public Notice to notify interested parties of the proposed activity, if applicable.

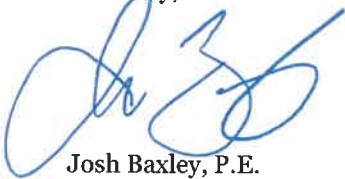
We propose to perform the services listed in Tasks A-B for a lump sum fee of **\$59,825.00**.

Services not included in this proposal are as follows:

1. As built survey.
2. Construction stakeout.
3. Construction Administration. Can be provided as a separate proposal.
4. Construction Engineering and Inspection (CEI). Can be provided as a separate proposal.
5. Title searches or opinions.
6. Flood zone studies
7. Permitting. None anticipated.

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: _____



5230 West Highway 98 | Panama City FL 32401
P: 850.913.3285 | F: 850.913.3269
careersourcegfc.com

May 10, 2023

Mr. Jim Anderson, City Manager
City of Port St. Joe
P.O. Box 278
Port St. Joe, FL 32457

Dear Mr. Anderson,

CareerSource Gulf Coast would like to request permission to complete 3 mural projects this Summer. Javier Arreguin has graciously volunteered to work with and mentor kids of all ages attending our summer camp. He is a local artist and has painted several murals in Port St. Joe. He is a part of a group in California that does projects like these to show kids the complete process of imagining, creating, and finishing a project that they can be proud of. Each group will receive a theme, but the outcome will be up to the kids and Javier to create.

I have listed below the project locations along with the theme of each project.

1. Older kids- Backside of the concession stand- Tigersharks (possibly an image of one of PSJ's famous athletes in the middle).
2. Elementary aged kids (3rd-5th grade)- Building 405 under the covered outdoor area on the building- General sports and outdoor recreation theme.
3. Pre-K and early Elementary aged kids- Plywood cutouts that cover the reading room windows on the gym, (Over the new rose garden)- Garden Flowers theme.
(If this one is not allowed because of the new grant on this building we will use the plywood art to decorate the inside of the buildings).

Please let us know if you have any questions and what your decision is so we can order the supplies and have them ready for the start of camp on June 12. The point of contact for us on this proposed project is Lianna Sagins who can be reached at 850-730-1440.

Sincerely,

A handwritten signature in blue ink that reads "Kimberly L. Bodine".

Kimberly L. Bodine
Executive Director

Elinor Mount-Simmons, Chair

Joey Ginn, Vice Chair

Kimberly L. Bodine, Executive Director



REQUEST FOR QUALIFICATIONS 2023-01



CITY OF PORT ST. JOE
 CDBG-DR WASTEWATER REHABILITATION PROJECT
 PHASE 1
 CCTV SEWER VIDEO INSPECTION SERVICES
 RFQ EVALUATION SCORING



SCORE ITEM NO.	Criteria	Proposer			
		Maximum Points	CHURCHWELL	GCU	SE PIPE
1	Cost Proposal	50	33.9	38.62	50
2	Experience and qualifications to perform the work.	15	15	15	15
3	Availability to perform the work as required.	10	10	8	9
4	Ability to perform the work within the cost submitted by Proposer.	10	9	8	8
5	Project Approach for how the work will be completed.	10	9	9	9
6	Certified Minority/Women Owned Business (5 Points for MBE/DBE/WBE)	5	0	0	0
Total Score (100 Possible)		100	76.9	78.6	91

PROPOSALS REVIEWER NO. EM

5/10/23

Signature and Date

REQUEST FOR QUALIFICATIONS 2023-01



CITY OF PORT ST. JOE
CDBG-DR WASTEWATER REHABILITATION PROJECT
PHASE 1



CCTV SEWER VIDEO INSPECTION SERVICES
RFQ EVALUATION SCORING

SCORE ITEM NO.	Criteria	Proposer						
		Maximum Points	A	B	C	D	E	F
1	Cost Proposal	50	49	40	46			
2	Experience and qualifications to perform the work.	15	15	15	15			
3	Availability to perform the work as required.	10	9	10	5			
4	Ability to perform the work within the cost submitted by Proposer.	10	8	9	9			
5	Project Approach for how the work will be completed.	10	8	7	8			
6	Certified Minority/Women Owned Business (5 Points for MBE/DBE/WBE)	5	0	0	0			
Total Score (100 Possible)		100	89	81	83			

PROPOSALS REVIEWER NO. _____

Signature and Date

REQUEST FOR QUALIFICATIONS 2023-01



CITY OF PORT ST. JOE
 CDBG-DR WASTEWATER REHABILITATION PROJECT
 PHASE 1
 CCTV SEWER VIDEO INSPECTION SERVICES
 RFQ EVALUATION SCORING



SCORE ITEM NO.	Criteria	Proposer						
		Maximum Points	A	B	C	D	E	F
1	Cost Proposal	50	35	40	48			
2	Experience and qualifications to perform the work.	15	15	15	15			
3	Availability to perform the work as required.	10	10	6	9			
4	Ability to perform the work within the cost submitted by Proposer.	10	9	9	8			
5	Project Approach for how the work will be completed.	10	8	8	8			
6	Certified Minority/Women Owned Business (5 Points for MBE/DBE/WBE)	5	0	0	0			
Total Score (100 Possible)		100	77	78	88			

PROPOSALS REVIEWER NO. _____

Signature and Date

Grants Updated- 5/16/23

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
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. Approved 12/16/22
FEMA	1.4M	Clifford Sims Park Repairs due to Hurricane Michael. Approved 4/21/23
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. 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. Funds received. \$1,000,000 allocated for a Sports Complex & 786,545 for Road Paving.
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/SCOP	\$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 for Grants thru DEO
NOAA	\$280,000	Stormwater Management (H&H) Study, Approved 4/21/23
FDOT	\$100,000	Hwy 98 Beautification Grant, Approved 12/16/22
Legislative Request	\$1,200,000 \$1,500,000	Field of Dreams Road Paving, both submitted by Clark Smith on 2/10/23
FDOT/SCOP	\$497,055.44	Road Paving from Hwy 98 to MLK on Ave. C & D. Application submitted 3/23