

City of Port St. Joe
Regular Meeting
Planning, Development & Review Board
August 2, 2022

Minutes

Pledge of Allegiance and Moment of Silence

Roll Call of the Board

Present		Absent	
Board	Staff	Board	Staff
Jay Rish Travis Burge Hal Keels Rawlis Leslie*	Jim Anderson Charlotte Pierce Mike Lacour Clinton McCahill Kristin Ayala-Crane James Brannan	Phil Earley Minnie Likely Letha Mathews	Bo Creel

After ascertaining that a quorum was present, Chairman Rish called the meeting to order. Phil Earley, Minnie Likely, and Letha Mathews notified City Staff they would not be able to attend the meeting today. *Mr. Leslie joined the meeting at 4:10 P.M.

Consent Agenda

Minutes of the June 7, 2022, continued until June 14, 2022, Regular Meeting Minutes.

A Motion was made by Hal Keels, second by Rawlis Leslie, to approve the Minutes. All in favor; Motion carried 4-0.

Business Items

Final Plat Approval of the Cove at Plantation Bluff; Long Avenue Partners LLC – Ralph Rish:

Chairman Rish stated that he would be abstaining from voting on this as it would be inured to his special private gain or loss. Form 8B Memorandum of Voting Conflict For County, Municipal, And Other Local Public Officers as completed by Chairman Rish is attached to these Minutes.

Caleb Brown representing Dewberry Engineers for Ralph Rish, gave an overview of the request. He requested that Final Plant approval be given contingent upon the list of items in the attached letter from Ralph Rish along with updating the HOA Documents.

A motion was made by Hal Keels, second by Travis Burge, to recommend approval of the Final Plat to the City Commission contingent upon the conditions listed in Mr. Rish's letter. All in favor; Motion carried 3-0 with Chairman Rish abstaining.

There being no further business to come before the Board, a Motion was made by Hal Keels, second by Rawlis Leslie, to adjourn the meeting at 4:20 P.M. All in favor; Motion carried 4-0.


Charlotte M. Pierce City Clerk


Date


Jay Rish, Chairman


Date

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <i>Res. Sr. William Joseph</i>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Planning, Development, and Review Board
MAILING ADDRESS <i>P.O. Box 9</i>	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY Port St. Joe, FL	COUNTY Gulf
DATE ON WHICH VOTE OCCURRED <i>8-2-22</i>	NAME OF POLITICAL SUBDIVISION: City of Port St. Joe
MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, William J. Box, Sr, hereby disclose that on 8-2, 20 22 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, _____ ;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

8-2-22
Date Filed

[Signature]
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

Date: July 27, 2022

To: City of Port St. Joe
Jim Anderson

From: Ralph Rish

Re: The Cove at Palmetto Bluff

Dear Mr. Anderson,

It is our understanding that the planning board needs some clarification in regards to the final plat submitted for the Cove at Palmetto Bluff Subdivision and what we are asking for as conditional approvals. Please see the clarifications below.

1. The Homeowner Association (HOA) and Covenants and Restrictions have been completed and are attached with this letter.
2. The FDEP Permits for Water and Sewer apply to the full completion of both the Cove and the Retreat phases of the Palmetto Bluff Subdivision. Partial clearances for the Cove portion shall be completed as described in items 3 through 5 below.
3. A partial FDEP clearance for the water system will be requested for the watermain from its tie-in point on long avenue to the 8" gate valve located at the East end of Palmetto Bluff Trail and the watermain running South down Cove Lane. This will cover the service requirements for lots associated with the Cove. We will obtain the partial clearance from FDEP prior to the signing of the final plat.
4. A partial FDEP clearance for the sewer system will be requested for the force main from its beginning point at the cul-de-sac of Cove Lane to its termination point at the lift station serving Sacred Heart Hospital. Excluded from this certification request will be the 2" force main that is to serve lots 49-65, 91-93, and 99-106 in the Retreat Phase. As part of the clearance request the easement running through Sacred Heart's property shall be approved and in place. This partial clearance shall cover all service requirements for the lots associated with the Cove.
5. Proposed upgrades to the Sacred Heart Lift Station shall take place prior to the certification of the Retreat Phase of Palmetto Bluff Subdivision.
6. Due to wet weather, a portion of the stormwater structures have not been installed at this point. Prior to the signing of the plat, these will be installed and approved by the appropriate city staff.
7. The road is proposed to have two (2) 1-inch lifts of asphalt for final completion. Prior to the signing of the plat, one (1) 1-inch lift will be completed. We acknowledge that we will still be responsible for the final lift of asphalt prior to the road dedication to the city.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Ralph Rish
RRish@Dewberry.com
850-227-5137