

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT  
2775 GARRISON AVENUE, March 21, 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 Ashbrook was absent, and Commissioner Lowry joined the meeting at 12:02 P.M.

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to approve the Minutes of the Regular Meeting of March 7, 2023. All in favor; Motion carried 3-0.

Commissioner Lowry joined the meeting at 12:02 P.M.

**City Engineer – Josh Baxley**

*Long Avenue Water / Sewer*

The lateral replacement and abandonment are complete.

*Long Avenue Paving*

The contractor is working on the drainage pipe at the intersection of Long Avenue and Sixth Street. Asphalt patching is expected to begin near the end of the week.

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to approve Change Order #2 in the amount of \$180,415.56, for additional paving from the intersection of Long Avenue and Sixteenth Street to the intersection of Long Avenue and Nineteenth Street including the removal and replacement of asphalt paving in front of Long Avenue Baptist Church. All in favor; Motion carried 4-0.

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve Change Order #3 in the amount of \$73,237.50, for asphalt paving for the Port City Trail and Maddox Park parking area. All in favor; Motion carried 4-0

*Avenues C and D Paving*

Paving has been completed and striping is scheduled for March 31, 2023.

*First Street Paving*

Pigott is scheduled to be on site March 27, 2023.

*Beacon Hill Sewer Design*

Dewberry has addressed the City's comments and they are working on the permit application.

*First Street Water Line Replacement*

The design is being finalized and the FDOT bore permit application has been submitted.

## **City Attorney**

Attorney McCahill did not have anything specific for the Commission, but he did offer his appreciation for the help received from the City for the Pickle Ball Tournament to benefit the various Turtle programs.

## **Old Business**

### *City Projects*

Mr. Anderson noted that the Dr. Joe Parking lot, Avenues C and D, and the Tenth Street Stormwater projects have all been completed.

### *EV Charging Station*

Consensus of the Commission was that we would not be able to give up five parking spaces for the charging station and Duke Energy would need to speak with someone else to provide the parking.

## **New Business –**

### *Parking Lot Agreement*

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to approve the Parking Lot Agreement that was provided by the St. Joe Company for additional parking near CVS. All in favor; Motion carried 4-0.

### *Otter Signs*

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to submit a permit request to FL DOT for approval of the signs at Windmark. All in favor; Motion carried 4-0. These would be attached to the Bear Crossing Signs that are already in place.

### *Cheryl Steindorf – Gulf County Citizens for a Healthy Future; Competitive Florida Partnership, Port Master Plan*

In the absence of Ms. Steindorf, Jim Mowbray suggested that, in the future, the City get away from heavy industry and move toward light or green industry. He encouraged the Commission to reconstitute the group that did the Competitive Florida Partnership, look at other opportunities, and update the 2015 plan.

## **Public Works – John Grantland**

### *WIG Building Restrooms (Handouts)*

Quotes were received from Monolith Construction for renovations and remodeling of the outside Restrooms at the WIG Building.

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to accept the bid of \$24,986.60 for the Men's Restroom. All in favor; Motion carried 4-0.

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to accept the bid of \$24,741 for the Women's Restrooms. All in favor; Motion carried 4-0.

Elizabeth Moore, President Anchor CEI, updated the Commission projects they are working with the City on.

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

Mr. McClamma shared that the filter modules have been delivered and will be installed tomorrow.

## **Wastewater Plant – Kevin Pettis**

Mr. Pettis noted there is 2' of free board in the lagoon, filter work should be completed in two weeks, the Deseret attorney is attempting to set up a meeting, and he has been working with Duke Energy on a 75' lease for a buffer zone in the non-wettable portion of the spray field. Attorney McCahill will write a letter to Duke Energy concerning this.

Commissioner Hoffman suggested that the City's lobbyist be included in attempts to find funds for expansion of infrastructure.

## **Finance Director – Mike Lacour**

### *FEMA Update*

Mr. Lacour shared that the Clifford Sims Park Observation Pier is still being reviewed by EHP and they have given April 14, 2023, as a possible date for completion.

## **Code Enforcement –**

Mr. Anderson noted the demolition projects are moving forward and there are two additional properties that the County may help with.

## **Police Department – Chief Richards**

Chief Richards announced that he is waiting on final approval for his three grants by FDLE. He noted the "EXEMPT" signs that have been placed on the local railroad crossings but is not sure who placed them there.

## **City Clerk – Charlotte Pierce**

### *Grants Update; Request to Bid Grant Writing Services*

Clerk Pierce shared that staff continues to work on grants as well as the monthly and quarterly compliance reports that are due.

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to announce an RFQ for a grant writing firm. All in favor; Motion carried 4-0.

## **Citizens to be Heard –**

*Mary Cartwright* read a prepared statement of her objections to LNG.

*Chester Davis* thanked the Commission for the use of the Washington Gym for a meeting last Saturday. He also suggested the paved road under the overpass and old mill entrance as the place for EV Charging stations.

*Christy McElroy* shared her concerns about LNG and noted that several people have spoken to the County Commission about their concerns on this issue.

*Charles Gathers* noted his frustrations with the County on his FRS Retirement and stated that he only comes to the Commission meetings when it is a matter of concern with him.

**Discussion Items by Commissioners**

Neither Mayor Buzzett, nor Commissioners Lowry and Langston had any others issues to discuss with the Commission.

Commissioner Hoffman shared his concerns about the current ball season, condition of fields, concession stands, and bleachers. A field is being used in Highland View that he feels is unsafe, the County has declined to help with the Field of Dreams Project, and he suggested that funds be used to upgrade the Tenth Street and Washington Sites. He also noted the need for a Crosswalk sign on Twentieth Street where there is currently one sign.

Commissioner Hoffman shared that County Commissioner Quinn has pledged funds for a batting cage cover at the girls' softball field.

**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 4<sup>th</sup> day of April 2023.

  
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Rex Buzzett, Mayor

4/4/23  
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Date

  
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Charlotte M. Pierce, City Clerk

4/4/23  
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Date