

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT  
2775 GARRISON AVENUE, October 1, 2024, at Noon.**

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

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of September 17, 2024, the Special Meeting of September 17, 2024, and the Emergency Meeting of September 26, 2024. All in favor; Motion carried 5-0.

**Planning Board Recommendations**

*Parcel #03040-002R, 68V Salt Pines 2024 LLC; Ordinance 610 Future Land Use Map Amendment: Second Reading and Adoption, Development Order Request*

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to have the Second Reading and Adoption of Ordinance 610.

Christy McElroy voiced her concerns about the Ordinance. Clay Murphy of Southeastern Consulting Engineers provided answers and explanations about the issue.

All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 610 by Title only.

*Development Order Request*

A Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to accept the Planning Board Recommendation to approve the Development Order Request for Parcel #03040-002R, 68V Salt Pines 2024 LLC. All in favor; Motion carried 5-0.

**City Engineer**

*City Street Resurfacing*

This project is out for bid.

*City Government Complex*

Mr. Anderson is still waiting on a response from the architect. Mayor Buzzett requested that we have an answer from the architect by the next meeting.

*RFP 2024-14 Allen Memorial Paving*

The Notice of Award and Agreement has been provided to the contractor.

### *RFP 2024-13 Monument Avenue Paving*

The Notice of Award and Agreement for this project has been provided to the contractor.

### *Beacon Hill Sewer*

Dewberry is still waiting on as-built revisions to close this project.

### *Downtown Utilities Phase 2*

The project is in progress and progressing well with minimal disturbances.

### *HMGP Grant – Elevation of 12 Lift Stations*

The state has all the paperwork and is working on the grant extension.

### *Tenth Street Pipe Replacement*

Dewberry is currently working on the headwall design and anticipates it will be 4 – 6 weeks before delivery of the concrete structure.

### *Avenue C and Battle Street Intersection*

Plans are 30% complete.

### *Long Avenue Paving*

Plans are to have a 1" overlay of the road, spot milling has been done, and electronic equipment will be used to have a level road.

*Chester Davis* shared his concerns about the Battle Street issue.

*Robert Branch* shared his concerns about the Tenth Street pipe.

*Christy McElroy* voiced her concerns on the Tenth Street pipe and Buck Griffin Lake.

Mayor Buzzett shared that the City is trying to improve drainage for the residents.

## **City Attorney**

Attorney McCahill did not have any specific information for the Commission.

## **Old Business**

### *City Projects*

There were no questions about City Projects.

## **New Business**

### *Tallulah CBD Kava Bar THC – Commissioner Lowry*

The Commission asked Attorney McCahill to research the Adult Entertainment Ordinance and if it doesn't apply, the business may proceed with a Business License.

### *FDOT Traffic Signal Maintenance Agreement*

A Motion was made by Commissioner Lowry, second by Commissioner Kerigan, to accept the City Staff recommendation to approve the Traffic Signal Maintenance Agreement in the amount of \$8,828 for FY 2025. All in favor; Motion carried 5-0.

### *Core Park Restroom and Splash Pad – Commissioner Hoffman*

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to utilize \$200,000 of the already budgeted funds for Core Park and the \$75,000 from Gulf County to construct a bathroom and \$100,000 in City funds reserved for a splash pad matched by \$50,000 from Gulf County to build a Splash Pad. All in favor; Motion carried 5-0.

Christy McElroy and Robert Branch shared their concerns about these projects.

Eddie Fields asked for additional toilets and bathroom stalls at the WIG Building.

### *Resolution 2024-12 Rental Fees*

This was Tabled for review.

### *Rental Agreement*

Mayor Buzzett requested that Commissioners read the agreement and be prepared to discuss it at the next meeting.

### **Public Works – John Grantland**

#### *CDBG-DR Task Order for Construction, Administration and Inspection*

A Motion was made by Commissioner Kerigan, second by Commissioner Langston, to approve the Task Order not to exceed the amount of \$95,600.00. All in favor; Motion carried 5-0.

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

A Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to accept the bid from Thatcher for Liquid Ferric Sulfate in the amount of \$474.79 per dry ton. All in favor; Motion carried 5-0.

**Wastewater Plant** - No one from the Wastewater Plant was present for the meeting.

#### *RFP 2024-15 Spray Field Zone 3 Materials*

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to accept the bid from Core and Main in the amount of \$100,415.27. All in favor; Motion carried 5-0.

#### *RFP 2024-17 Bar Screen Wastewater Treatment Plant*

This item was Tabled to determine the funding source.

Mayor Buzzett offered condolence to the family of Richard O'Donnell, Chief Electrician for the City, who passed away over the weekend.

## **Finance Director – Mike Lacour**

### *FEMA Update*

Mr. Lacour has submitted a request to FEMA for reimbursement of salaries that are a result of Hurricane Helene.

There has been no update from FEMA on a reimbursement request that has been submitted to FEMA for Clifford Sims Park.

No reimbursement funds have been received on the Centennial Building Grant.

## **Code Enforcement**

Mr. Anderson shared that the County has agreed to help with the demolition of two more houses. This brings to six the number of houses the City and County have worked together on. He also noted that a number of vehicles have been removed and hearings are upcoming for others that are not in compliance.

## **Police Department – Chief Richards**

A Motion was made by Commissioner Kerigan, second by Commissioner Lanston, to approve the Dispatching Agreement with the Gulf County Sheriff's Department in the amount of \$85,000.00. All in favor; Motion carried 5-0. There was no increase in the contract for this year.

Chief Richards thanked the community for their cooperation during Hurricane Helene, for heeding the warnings concerning the hurricane, noted they received minimal calls during the event, and was thankful that everyone worked together so well.

## **City Clerk – Charlotte Pierce**

### *Current Grants Update*

Clerk Pierce shared that City Staff is working on Quarterly Grant Reports, continuing to work on available grants and staying busy with compliance.

Ms. Pierce reminded the Commission of Ghosts on the Coast, Thursday, October 31, 2024. The Gulf County Chamber of Commerce will once again be handling the judging and Chris Karagiannis and Monolith Construction will be handling the trophies for the event and also proving ribbons for the Christmas Parade Category winners.

### *Centennial Building Grand Re-Opening*

Ms. Pierce noted the new date for the Grand Re-opening of the Centennial Building will be on Saturday, November 16, 2024, from 7 P. M. until Midnight.

## **Citizens to be Heard**

Christy McElroy and Robert Branch shared their concerns about different projects.

Chester Davis shared his concerns about Battle Street.

**Discussion Items by Commissioners**

*Commissioner Langston* asked about updates on the roof for the Washington Museum and Workforce Buildings. Mr. Anderson responded that he would check with Clay Smallwood III, Assistant Gulf County Administrator, as repairs were on the County's Agenda last week.

*Commissioner Langston* asked about the Workforce Housing Project. Mr. Anderson noted that funds for the roadway were vetoed by Governor DeSantis and that Oikos is continuing to seek funding for the project.

*Neither Commissioners Kerrigan nor Lowry* had any additional information to share.


Commissioner Hoffman reiterated his support of the Tenth Street Project, noted the Commission has voted on this issue more than once, and that it is mind boggling to hear people argue against recommendations for improvements and the safety of the community.

*Mayor Buzzett* did not have any additional updates for the Commission.

**Motion to Adjourn**

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:48 P.M.

Approved this 15<sup>th</sup> day of October 2024.

  
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Rex Buzzett, Mayor

10/15/24  
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Date

  
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Charlotte M. Pierce, City Clerk

10/15/24  
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Date