

**City of Port St. Joe
Redevelopment Agency Board Special Meeting
January 7, 2025 at 11:00 A.M.**

**Steve Kerigan
Rex Buzzett
Eddie Fields
Scott Hoffman**

**Eric Langston
Brett Lowry
Linda Bullock
Marvin Davis**

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

ROLL CALL OF THE BOARD

CONSENT AGENDA:

December 3, 2024 Special Meeting Minutes

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BUSINESS ITEMS

- **WIG Bldg. Heat/Cooling Unit**
- **CRA Director Position**
- **Citizens to be Heard**
- **Discussion by Board Members**
- **Motion to Adjourn**

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***You are hereby notified that in accordance with Florida Statutes, you have the right to appeal any decision made by the Board with respect to any matter considered at the above referenced meeting. You may need to ensure that a verbatim record of the proceedings is made which may need to include evidence and testimony upon which the appeal is based.**

CITY OF PORT ST. JOE REDEVELOPMENT AGENCY BOARD
11:00 AM | DECEMBER 3, 2024 | SPECIAL MEETING MINUTES

Pledge of Allegiance and Moment of Silence

Roll Call of the Board

Present

Board	Staff
Eric Langston, Chairman	Jim Anderson
Rex Buzzett	Michael Lacour
Marvin Davis	Charlotte Pierce
Eddie Fields	Ingrid Bundy
Scott Hoffman	Clinton McCahill

Absent

Board	Staff
Brett Lowry	Jake Richards
Steve Kerigan	
Linda Bullock	

After ascertaining that a quorum was present, Chairman Langston called the meeting to order at 11 A.M.

CONSENT AGENDA

A Motion was made by Rex Buzzett and seconded by Eddie Fields to approve the November 5, 2024, Special Meeting Minutes. All in favor; Motion carried 5-0.

BUSINESS ITEMS

Fiscal Year 2025 Budget

City Manager, Jim Anderson, presented the information pertaining to the FY 2025 PSJRA Budget. After discussion, a motion was made by Rex Buzzett to reallocate the \$5,000.00 (five thousand) dollars in budgeted funds from Stantec Consulting to Streetscape Improvements and to approve the presented budget including those changes. Please see Exhibit A. The motion was seconded by Eddie Fields. All in favor; Motion carried 5-0.

City Attorney – Updates

There were no updates for the Board.

Citizens to be heard

Citizen Chester Davis expressed his desire for collaboration between the Board and other programs available that could benefit both businesses and residents.


North Port St. Joe CDC Director, Richard Benderson, suggested for the monies allocated for Façade Grant being made available to homeowners will increase return to the city.

Discussion by Board Members

There were no other items to discuss.

With no further business to discuss, the meeting adjourned at 11:36 A.M.

Approved this ____ day of _____, 2024.



Ingrid Bundy, Deputy City Clerk


Date

Eric Langston, Chairman

Date

Exhibit A

PSJRA Expansion area- FY 2025 budget		12/1/2024
Income FY24-25		
TIFF Funds-City		\$ 51,854
TIFF Funds-County		\$ 85,186
Reserve Fund Transfer		\$ 115,000
INCOME		\$ 252,040
General & Administrative Expenses		
Human Resources		\$ 25,000
Wages and Benefits	Stantec Consulting	\$ -
Wages and Benefits	Director Part Time	\$ 25,000
General Insurance		\$ 5,500
Directors' and Officers' Liability Insurance		\$ 5,500
Office Expense		\$ 1,320
Phone		\$ 900
Office Supplies		\$ 220
Postage		\$ 100
Photocopy		\$ 100
Public Relations & Advertising		\$ 920
Advertising/Marketing		\$ 250
Dues and Subscriptions		
DEO		\$ 175
FRA		\$ 495
Professional Services		\$ 4,300
Audit		\$ 3,550
Legal Fees		\$ -
Accounting Oversight		\$ -
Technical Support (web site update, hosting)		\$ 750
General & Administrative		\$ 27,040
Land Acquisition		\$ 100,000
Facade Grant		\$ 50,000
Grant Match		\$ 50,000
Streetscape Improvements		\$ 15,000
Civil Projects		\$ 215,000
EXPENSE		\$ 262,040
(OVER) / UNDER		\$ -

Approved by PSJRA Board
on 12/3/24.


ESTIMATE

Philco Mechanical Service LLC
106 Trade Circle West, Suite J
Port Saint Joe, FL 32456

Office@Philcoair.com
+1 (850) 340-1375
RA0066562



Bill to

City of Port St Joe
305 Cecil G Costin Sr Blvd.
Port St Joe, FL 32456
WIG Building

Estimate details

Estimate no.: 1164
Estimate date: 12/31/2024
Expiration date: 01/31/2025

#	Date	Product or service	Description	Amount
1.	12/31/2024	Services	Installation of 3 ton Heil with 454B refrigerant. This includes inside air handler with 10 Kw aux heat strips with built in breaker. Outside heat pump condenser. New pan and stand installed with float switches. Honeywell 5000 thermostat installed. New tubing lines installed.	\$7,420.00
			Total	\$7,420.00
			Expiry date	01/31/2025

Accepted date

Accepted by