

**February 4, 2025
Regular Meeting
12:00 Noon**

**City Commission Chambers
2775 Garrison Avenue
Port St. Joe, Florida**



City of Port St. Joe

Rex Buzzett, Mayor-Commissioner
Eric Langston, Commissioner, Group I
Steve Kerigan, 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

February 4, 2025

Call to Order

Consent Agenda

Minutes

- Regular Meeting 1/21/25
- Workshop Meeting 1/28/25

Pages 1-6

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City Engineer

- Update

City Attorney

- Update

Old Business

- City Projects

Pages 8-9

New Business

- Centennial Bldg. Fee Waiver Request
 - Bay Area Choral Society
 - First United Methodist Church
- Downtown Water System Improvements- Change Order #2
- Change Order #1- Centennial Drive Paving Quote

Pages 10-14

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Page 16

Page 17

Public Works

- Update

Surface Water Plant

- Update

Wastewater Plant

- Update

Finance Director

- FEMA- Update
- Grants Reimbursement- Update

Code Enforcement

- **Demo Request- 215 10th Street, Parcel # 05088-000R**

Pages 18-19

Police Department

- **Camera Contract**

Page 20-21

City Clerk

- **Grants- Update**

Page 22-23

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, January 21, 2025, at Noon.**

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

CONSENT AGENDA

City Manager Jim Anderson updated the Commission on the inclement weather and noted that a State of Emergency had been declared by Governor DeSantis for Winter Storm Enzo.

A Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to close City Hall at 2 P.M. today, remain closed through Wednesday, and allow all non-essentials personnel to leave work at 2 P.M. today due to the State of Emergency. All in favor; Motion carried 5-0.

Minutes

A Motion was made by Commissioner Lowry, second by Langston, to approve the Minutes of the Regular Meeting of January 7, 2025. All in favor; Motion carried 5-0.

Planning Board Recommendations

Development Order and Special Exception Request to Utilize the Alley and for a replat for a Small Subdivision from 11 lots to 13 – Rish Family Plaza, Parcels 04830-008R through 04830-016R

Ray Greer, the Applicant's Representative, reviewed the changes that will be made by this request.

Commissioner Lowry stated that he would be abstaining from the vote because he has a business relationship with the developer. Form 8B Memorandum Of Voting Conflict For County, Municipal, and Other Local Public Officers was completed by Commissioner Lowry and is attached as Exhibit A.

Robert Branch shared his thoughts on this issue.

A Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to approve the Development Order and Special Exception Request. All in favor; Motion carried 4-0 with Commissioner Lowry abstaining.

Special Exception Request to the Sign Regulations – Johnson Realty Development Inc., 3155 E. Hwy. 98, Parcel #04560-050R, The Pink Flamingo Hotel

Charlie Johnson, representing Johnson Realty Development, explained his request for the Special Exception Request for the sign.

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to grant the Special Exception Request. Motion carried 4-1 with Mayor Buzzett voting no.

City Engineer

Due to Winter Storm Enzo, Mr. Baxley was unable to attend the meeting, and Mr. Anderson shared the following information for Mr. Baxley.

City Street Resurfacing

This project is ready for construction.

City Government Complex

Mr. Baxley received a response from the architect on January 13, 2025, regarding the building layout. He expects to have the revised layout within the next two weeks.

Monument Avenue

The first lift of asphalt is complete,

Downtown Utilities Phase 2

L & K has restarted work. They provided a revised schedule on January 20, 2025. Dewberry will be reviewing the schedule with the City and meeting with the contractor to discuss a Change Order for additional time.

HMGP Grant

Dewberry is awaiting a response from FDEM.

Avenue C and Battle Street Intersection

Dewberry recommends awarding the bid to North Florida Construction in the amount of \$87,100.

Victoria Avenue Bridge

This project is out for bid.

City Attorney

Ordinance 616 Annexation Request – First Reading and Request to Notify the County and Advertise

A Motion was made by Commissioner Kerigan, second by Commissioner Hoffman, to have the First Reading of Ordinance 616, Notify the County, and Advertise the Ordinance.

Robert Branch shared his opinion on this issue.

All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 616 by Title only.

Old Business

City Projects

Mr. Anderson noted that projects are back on track after the holidays.

New Business

Clark Smith, City Lobbyist – 2025 Legislative Request

Mr. Smith participated by telephone due to the inclement weather. After discussion, consensus was to request Legislative assistance for renovations to the City Sewer Plant, City Office Complex, Road improvements, and a bathroom at Core Park.

Centennial Building Fee Waiver Request – Jr. Service League

A Motion was made by Commissioner Lowry, second by Commissioner Kerigan, to grant the Fee Waiver Request to the Jr. Service league. All in favor; Motion carried 5-0.

Career Source Gulf Coast Lease Agreements

Incubator Building

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to sign a new three year Lease for the Incubator Building. All in favor; Motion carried 5-0.

Washington Gym and Surrounding Grounds

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to sign a new three year Lease for the Washington Gym and Surrounding Grounds. All in favor; Motion carried 5-0.

Public Works – John Grantland

RFP 2024-24 Avenue C and Battle Street Intersection

A Motion was made by Commissioner Langston, second by Commissioner Kerigan, to award RFP 2024-24 to North Florida Construction Company in the amount of \$87,100. All in favor; Motion carried 5-0.

Surface Water Plant

Mr. McClamma was unable to attend the meeting due to illness. Mr. Anderson shared that the plant was preparing for inclement weather, they are hoping for the best but preparing for the worst.

Wastewater Plant – Kevin Pettis

Mr. Pettis stated the plant was preparing for the weather tomorrow and noted there is 3' 9" of freeboard in the pond,

Plant Evaluation Workshop January 28, 2025, at 11:00 A.M,

Mr. Pettis reminded the Commissioners of the Workshop and noted that FDEP has been invited to attend as well.

Finance Director – Mike Lacour

FEMA Update

The FEMA Representative has confirmed this is still in the final review stage.

Grants Reimbursement Update

Mr. Lacour continues to work on reimbursements.

Code Enforcement

Mr. Anderson noted there is not a lot of new activity. Work continues on derelict vehicles and substandard housing.

Police Department – Chief Richards

Canine Policy

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to approve the Canine Policy. All in favor; Motion carried 5-0.

Mayor Buzzett shared of the vandalism damage to the bathroom on Reid Avenue and Commissioner Langston noted the vandalism that has been done to the bathroom at the Washington Gym.

City Clerk – Charlotte Pierce

Clerk Pierce shared there have been no changes in grants and City Staff continues to work on grant compliance and funding possibilities.

Citizens to be Heard

Nick DiLallo, Glenn Kesterson, Marvin Davis, and Eddie Fields shared their thoughts on various issues with the Commission.

Discussion Items by Commissioners

Neither Commissioners Langston, Lowry, Kerigan nor Mayor Buzzett had any additional items to discuss with the Commission.

Commissioner Hoffman asked if the Biden Sign on First Street could be taken down. Mr. Grantland will take care this request.

There was no additional business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:50 P.M.

Approved this _____ day of _____ 2025.

Rex Buzzett, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

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

LAST NAME—FIRST NAME—MIDDLE NAME <i>Lowry Brett Charles</i>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Port St. Joe Board of City Commissioners
MAILING ADDRESS <i>134 Gulf Coast Circle</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 32456	COUNTY Gulf
DATE ON WHICH VOTE OCCURRED <i>1/21/2025</i>	NAME OF POLITICAL SUBDIVISION: MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input 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, Brett C Lowry, hereby disclose that on Jan 21st, 20 25:

(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, Grant Rish;
- 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:

I have business relationship with the developer.

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.

Date Filed 1/21/2025

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.

MINUTES OF THE WASTEWATER PLANT EVALUATION WORKSHOP FOR THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE FLORIDA, HELD IN THE COMMISSION CHAMBERS, 2775 GARRISON AVENUE, JANUARY 28, 2025, AT 11 A.M.

The following were present: Mayor Buzzett, Commissioners Hoffman, Kerigan and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, Chief Jake Richards, Kevin Pettis Wastewater Plant Manager, and Joe Harris Wastewater Plant Chief Operator were also present. Commissioner Langston was absent.

The purpose of the Workshop was the presentation by Baskerville-Donovan Engineers of their evaluation of the Wastewater Plant.

Call to Order

Mayor Buzzett welcomed those attending the meeting. He noted that an invitation was extended to the Florida Department of Environmental Protection, and no response was received from them.

No one from the public attended the Workshop.

Wastewater Plant Evaluation

Tyler Lee and Jake Wiesner, representing Baskerville-Donovan, reviewed the documentation provided for the Agenda.

Tasks 1 through 7 of the Port St. Joe Wastewater Treatment Facility Improvement Plan Schedule were reviewed.

Questions and concerns about the Wastewater Plant were discussed, the Consent Order From FL DEP, and the lack of funding to comply with the Order.

Consensus was to continue seeking funding sources, provide a letter to entities that can resolve the situation, and have a meeting with governmental entities that can help with the problems.

Mayor Buzzett adjourned the Workshop at 12 Noon.

Approved this ____ day of _____ 2025.

Rex Buzzett, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

Current City Projects 2/4/25

- Maddox Park Drainage- Need more info. from engineer to bid and direction from the Board.
- Lighthouse Complex Sleeping Beauty Rehab- The bid has been awarded Monolith Construction and the State has approved the modified plans. Construction is underway.
- Sewer Rehab. CDBG-DR- Grant Funding Approved 5/21, Grant Agreement Received, The CCTV work is complete and Anchor Engineering is working on the rehab/replacement plans. L& K Contractors have been awarded the Lift Station Rehab bid on 8/20/24.
- Long Ave. Paving- Resurfacing the road is underway.
- Beacon Hill Sewer- The Lift Station is Operational & the Collection System is built. City staff is installing the taps.
- 9/15/23 Dewberry tasked to Survey & Topo the new City Hall Complex with Conceptual Plan options. Dewberry has now been tasked to handle the Civil Engineering and permitting. MLD has been tasked for the Architectural Services on 10/15/24.
- 9/26/23 Dewberry tasked to work on the Expansion of Zone 3 at the WW Sprayfields. The bid was awarded to North Florida Construction on 4/16/24 to clear the property. The clearing is complete and City staff is laying the pipe.
- Downtown Waterline Replacement Phase II- The SRF Funding has been approved and the bid has been awarded to L & K Contractors. Construction began on 9/30/24.
- 2/11/24 A Task Order was signed with Dewberry to survey the alley between Bay & Harbor Street for potential stormwater improvements. The survey is complete and we are waiting on the H & H Study to determine the best course of action.
- Allen Memorial Paving SCOP Grant. The Project was awarded to Roberts & Roberts on 9/17/24. Construction is underway.

- Monument Ave. Paving from 19th Street to Allen Memorial. The project was awarded to Roberts & Roberts on 9/17/24. Construction is underway.
- 3/19/24 A Task Order was signed with Dewberry to design the \$1.5 M Legislative Approp. for multiple roads to be paved. The Bid was awarded to Roberts & Roberts on 11/5/24, CEI Services was awarded to SCE on 1/7/25 and we are Awaiting FDOT approval to begin paving.
- Workforce Board Bldg. Roof Replacement. Signed a MOU with the County to complete the project. The work is set to begin the week of 2/6/25.
- Cabell Drive Ditch Cleaning- Staff will attempt to clean the ditch utilizing City Equipment after the Sprayfield Project is complete.
- Ave C & Battles Drainage Improvements- The bid was awarded to North Florida Construction on 1/21/25

Since 1989 Bay Area choral society (BACS) has been committed to providing choral musical excellence in Franklin and Gulf counties. Our volunteer chorus features local accomplished musicians who have joined our ranks for the past 40 years. Our mission is to both entertain and educate our audiences. With music and narrative we expose them to various genres and eras of music. We strive to provide the highest quality performances and educational experiences.

BACS performs concerts twice a year in Franklin County at the Trinity Episcopal Church in Apalachicola and Gulf County at the first United Methodist Church in Port St Joe in December and Spring. Beginning 2024 we introduced a Children's Concert for 300 students from Franklin and Gulf County schools performed at the United Methodist Church during the school day. This concert was well received by the students and teachers attending. BACS members enthusiastically look to more of these concerts to help expose Franklin and Guly county students to the benefits and Importance of music in our lives. Our Director, Dana Langford, always gives a special learning presentation to the students with their involvement.

BACS is a 501(c)3 tax exempt organization. We do ask for a donation of \$20 for adults and \$5 for Children. Our Children's concert are free. Monies from the concerts go towards the cost of the concerts. While our choral singers are volunteers the musicians used to enhance our concert quality are paid performers. Below is an example of our concert costs.

Budget: Spring 2024	
Music arrangements by Ed Hogan	\$5000
Instrumentalists -	\$5000
Conductor	1500
Music	1000
Sound/video/lights	600
Playbill	2400
	\$15,500

Marketing

To include: Franklin, Gulf, Bay, Wakulla & Leon counties

Printing - posters/flyers	300
Banner - PSJ	200
Radio	1000
Newsprint	800
TV	800
Social Media ads	200

\$ 3,300

Grand total \$18,800

Because the Methodist Church in PortSt Joe is undertaking renovations BACS is seeking the use of the Centennial Building for the concerts. We would use the building March 27, Thursday 6pm for a rehearsal and March 28, Friday for the 9:30 Children's concert and the 6 pm performance.

We ask that the user fee for the building be waived for these days. Any assistance we receive to help alleviate concert costs are most appreciated by our members.

Sincerely,



Elizabeth Sisung , President Bay Area Choral Society
627 Highway 98, Eastpoint, Fl 32328
sisung@fairpoint.net
850-670-8261

**AGREEMENT FOR TEMPORARY USE OF CENTENNIAL BUILDING
CITY OF PORT ST. JOE, FLORIDA**

NAME OF INDIVIDUAL OR ORGANIZATION ENTERING AGREEMENT (HEREIN KNOWN AS USER):

Bay Area Choral Society - Elizabeth Sisung President

STREET ADDRESS: 627 Hwy 98

CITY: Eastpoint STATE: FL ZIP: 32328

TELEPHONE: 850-670-8261 EMAIL: sisung@fairpoint.net

DATE(S) REQUESTED: March 22, 28 TIME(S) OF EVENT: 3/27 6pm; 3/28 9am & 6pm

TYPE OF EVENT IN DETAIL: Choral concert with instrumental accompaniment

PROPOSED # OF PEOPLE ATTENDING EVENT: 3/27 - 35 BAS members
3/28 - 300 each concert

Please check the following boxes that apply to your event: Alcohol Artists/Vendors Tax Exempt

In consideration of the mutual covenants and conditions contained herein, the Board of City Commissioners of the City of Port St. Joe, Florida, a municipal corporation (herein known as "City"), agrees to make available the Centennial Building to User on the date(s) set forth above.

All Users be advised that the Board of City Commission does not rent this facility to organizations for extended periods of time. Rentals are on a temporary basis only, and Users are urged to make other arrangements as soon as possible.

1. The City shall:

- a. Furnish light, heat, and water by means of appliances installed for ordinary purposes, but for no other purposes. Interruptions, delays, or failure to furnish any of the same, caused by anything beyond the control of the City Commissioners, shall not be charged to the City of Port St. Joe.
- b. Not be responsible for damages, accidents, or injury that may happen to the User or their agents, servants, employees, spectators, or any and all other participants and/or property from any cause whatsoever, arising out of or resulting from the above-described activity during the period covered by this agreement.
- c. Reserve the right, in the exercise of its discretion, to rescind and cancel this agreement at any time when the purpose or purposes for which the premises herein described are being used and intended to be used, shall be obnoxious or inimical to the best interest of the City; anything herein contained notwithstanding.
- d. The activities of the City have priority, and the City reserves the right to alter this schedule by notifying the renting party 48 hours prior to a scheduled event.

2. The User shall:

- a. Take the premises as they are found at the time of occupying by the User.
- b. Remove from the premises within twenty-four (24) hours following the conclusion of the contracted activity all equipment and materials owned by the User. The City assumes no liability for the User's equipment and materials.

- vii. Keys must be returned to City Hall no later than 12:00 p.m. (noon) the day after the event. If the event occurs on a weekend, there is a drop box behind City Hall where the keys can be returned.

All buildings are inspected by a city employee prior to, and after each event. Items not found in satisfactory condition after the event will result in a forfeiture of the deposit.

Deposits will not be returned on cancellations unless requested 30 days before the scheduled rental

6. Acknowledgement:

- a. This agreement will not be binding upon the City until occupied and approved by the City Commissioners.
- b. It is understood that the City, as used herein, shall include the employees, administrators, agents, and City Commissioners.
- c. I, Elizabeth Sisung (person requesting permit), a citizen of the State of Florida and the United States of America, do hereby solemnly swear or affirm that I am not a member of an organization or party with believes in or teaches, directly or indirectly, the overthrow of the Government of the United States or of Florida by force or violence. Furthermore, the organization that I represent subscribes to the above statements of loyalty.
- d. ES (Initials) My signature on this document ensures that I am the person responsible for this entity.

Elizabeth Sisung
User Printed Name

Jan 15, 2025
Date

Elizabeth Sisung
User Signature

For Office Use Only

_____ Approving Authority	_____ Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/10/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Acentria Insurance - Apalachicola
61 Avenue E.
Apalachicola FL 32320

CONTACT NAME: Mary Gandy
PHONE (A/C No. Ext): 228-215-0559 FAX (A/C No.):
E-MAIL ADDRESS: mary.gandy@acentria.com

License#: L100460
BAYAREA-23

INSURED
Bay Area Choral Society INC
627 US Hwy 98
Eastpoint FL 32328

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: United States Liability Insurance Company	25895
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 771546494

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	NPP1613523B	9/1/2024	9/1/2025	EACH OCCURRENCE \$ 300,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 300,000 GENERAL AGGREGATE \$ 300,000 PRODUCTS - COMP/OP AGG \$ Included \$
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJ-JECT <input type="checkbox"/> LOC OTHER:					
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
City of Port St. Joe is named as Additional Insured in regards to the General Liability Policy per written contract.

CERTIFICATE HOLDER

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

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Chuck H. Lyndell



FIRST UNITED METHODIST CHURCH OF PORT ST. JOE

P.O. Box 266
Port St. Joe, Florida 32457
850.227.1724

Rev. Dave Barkalow
Senior Pastor

January 30, 2025

RE: Use of Centennial Building from February 16, 2025 thru April 27, 2025

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

Jim,

Due to our scheduled construction for the First United Methodist Church (FUMC,) the contractor is proposing to begin with the Great Hall and demolition of part of the old church footprint. We would like use the Centennial Building to hold our Sunday services starting February 16.

We would be responsible for setting up, taking down, and cleaning up after ourselves. If you have any scheduled events we need to work around, please let us know - and particularly if the City is being compensated for the use.

Sorry for the short notice, but we have been trying to set some schedule for quite a while and seems like we are beginning to consolidate a plan.

We would appreciate your consideration in allowing us to use the facility.

Sincerely,

Dave Barkalow
Pastor

CC: Bob Bulger-Rebuild Chair bulgerbk@gmail.com
Rex Buzzett - Mayor PSJ BUZZRX101@hotmail.com

Date of Issuance: _____ Effective Date: _____
 Owner: **City of Port St. Joe** Owner's Contract No.: _____
 Contractor: _____ Contractor's Project No.: _____
 Engineer: **Dewberry Engineers Inc.** Engineer's Project No.: **50146280**
 Project: **Downtown Water System Improvements Phase 2** Contract Name: _____

The Contract is modified as follows upon execution of this Change Order:

Description:
 Contract time extension of 19 days.

Attachments: *[List documents supporting change]*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ 2,111,847.00	Original Contract Times: Substantial Completion: <u>April 11, 2025</u> Ready for Final Payment: <u>May 11, 2025</u> days or dates
[Increase] [Decrease] from previously approved Change Orders No. <u>0</u> to No. <u>1</u> : \$ 118,896.26	[Increase] [Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> : Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order: \$ 1,992,950.74	Contract Times prior to this Change Order: Substantial Completion: <u>April 11, 2025</u> Ready for Final Payment: <u>May 11, 2025</u> days or dates
[Increase] [Decrease] of this Change Order: \$ _____	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>April 30, 2025</u> Ready for Final Payment: <u>May 30, 2025</u> days or dates
Contract Price incorporating this Change Order: \$ _____	Contract Times with all approved Change Orders: Substantial Completion: <u>April 30, 2025</u> Ready for Final Payment: <u>May 30, 2025</u> days or dates

<p>RECOMMENDED:</p> <p>By: <u>[Signature]</u> _____ Engineer (if required)</p> <p>Title: <u>Pres. Manager</u> _____</p> <p>Date: <u>1/28/25</u> _____</p>	<p>ACCEPTED:</p> <p>By: _____ _____ Owner (Authorized Signature)</p> <p>Title: _____ _____</p> <p>Date: _____ _____</p>	<p>ACCEPTED:</p> <p>By: _____ _____ Contractor (Authorized Signature)</p> <p>Title: _____ _____</p> <p>Date: _____ _____</p>
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Approved by Funding Agency (if applicable)

By: _____ Date: _____
 Title: _____

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CHANGE ORDER PROPOSAL



1538 Metropolitan Blvd Tallahassee, FL 32308
 Tel: 850 210 0350 Fax: 850 210 0495
 1741 N Shearman Ave Panama City, FL 32405
 Tel: 850 215 8000 Fax: 850 215 1100

DATE: 01/16/25
 PROJECT: Monument Avenue
 TO: Dewberry Engineers
 ATTN: Joshua Stephens
 FROM: ROBERTS AND ROBERTS, INC.

CHANGE PROPOSAL NUMBER: 1

REASON FOR CHANGES:

- REV'D PLANS: DATED _____ SHEET(s) NO. _____ OWNER DIRECTIVE UNFORESEEN CONDITIONS
 OTHER: _____

DESCRIPTION OF CHANGES:

1. Reclaim and repave Centennial Drive from the intersection of Gautier Memorial to the edge of the reconstructed turnout at Allen Memorial Way. Reference Allen Memorial way for the turnout reconstruction area.
2. Request additional days be added to the contract to allow for coordination between the City Streets Resurfacing project to eliminate rework at roadways intersecting this project.

COMMENTS:

WORK ITEM DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
10" RECLAIMEND ASPHALT BASE COURSE	820.00	SY	\$ 10.00	\$ 8,200.00
SUPERPAVE ASPHALT, TRAFFIC B	118.00	TN	\$ 148.50	\$ 17,523.00
PAINTED PAVEMENT MARKINGS, FINAL SURFACE	1.00	LS	\$ 150.00	\$ 150.00
THERMOPLASTIC, WHITE, SOLID, 24"	18.00	LF	\$ 23.00	\$ 414.00
THERMOPLASTIC, WHITE, MESSAGE	1.00	EA	\$ 287.50	\$ 287.50
EXTEND SUBSTANTIAL COMPLETION DATE TO 3/6/2025	1.00	EA	\$ -	\$ -
EXTEND FINAL COMPLETION DATE TO 4/17/2025	1.00	LS	\$ -	\$ -
TOTAL:				\$ 26,574.50

NOTES

1. Items will be billed based on actual units installed as per the contract.
2. Thermoplastic striping and message is the stop bar and STOP lettering for the intersection at Gauttier Memorial Lane.
3. Contract extension request is explained in the description of changes, items #2. Dates match those established in the Allen Memorial Way SCOP project.

REQUESTED	CONCURRENCE	ACCEPTANCE
Brian Strickland Brian Strickland, Roberts and Roberts, Inc.	 ENGINEER / CEI (IF REQUIRED)	OWNER OR REPRESENTATIVE
ESTIMATOR	ENGINEER	TITLE
TITLE	TITLE	TITLE
01/16/24	1-24-25	DATE
DATE	DATE	DATE

**AUTHORIZATION FOR DEMOLITION
AND REMOVAL OF STRUCTURE
AND HOLD HARMLESS AGREEMENT**

I the undersigned am the legal owner of the real property described herein, and as such have the authority to sign this document.

The real property described as:

215
210 10th Street, Parcel #05088-000R

CITY OF PORT ST JOE LOT 15 ORB 51/498 FR PARKER ORB 742/391 FR GMH
INVESTMENT BLK 51 MAP 50A

I hereby authorize the City of Port St. Joe, Florida to perform, or cause to be performed by outside contract, the demolition and/or removal of any structures and improvements on the real property described herein.

I further understand that I will be solely responsible to pay all costs associated with the demolition and/or removal of all structures and improvements on the above-described real property and that if not promptly paid, a lien will be recorded on the said real property which will remain until paid in full.

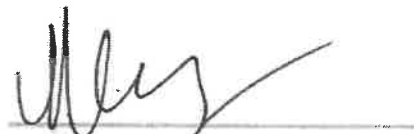
Upon the consideration of the City of Port St. Joe overseeing the relocation, the undersigned does hereby agree to indemnify, hold harmless and defend the City of Port St. Joe from any and all actions or causes of actions, which may result from the demolition and/or removal of any and all structures and improvements on the real property described herein.

IN WITNESS WHEREOF I have hereunto set my hand and seal this 17th day of December, 2024.


Gordon Fraser & Lynne A Fraser, Owners

Signed, sealed and delivered
in the presence of:


Witness Signature


Witness Signature

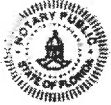
State of Florida
County of Gulf

I hereby certify that on this day, before me, an officer duly authorized to administer oaths, and take acknowledgments, personally appeared Rei Pittman, known to me to be the persons described in and who executed the foregoing instrument, who acknowledged before me that he executed the same, that I relied upon the following form(s) of identification of the above-named person: () Personally known to me; () Florida ID/Driver License number

WITNESS my hand and official seal in the County and State last aforesaid this 17th day of December 2024.



Notary Public



April D Thompson
Comm.: HH 153883
My Commission Expires:
July 14, 2025

FINANCE PROPOSAL

DATE: 01/15/2025

I am pleased to offer you this quote for your project. Confirmation of the financing transaction is subject to the satisfactory completion of our standard credit approval process.

CUSTOMER: City of Port St. Joe Police Department
VENDOR: BlueBird
ASSET: See Quote #: 2081
AMOUNT: \$124,520.44
PAYMENTS: 60 Monthly (\$1buyout)= \$2,554.00 / Month
5 Annual (\$1buyout)= \$29,490.00 / Year

To proceed with final credit approval and documentation, please have the authorized signor complete the following:

SIGNOR FULL NAME AND TITLE:

EMAIL:

DIRECT PHONE:

SIGNATURE:

***Email signed proposal to brian.ruff@clearskyfin.com**

Account Executive: Brian Ruff

Email: brian.ruff@clearskyfin.com

Mobile: (716) 534-4772



January 18, 2024

Verkada Inc.
406 E. 3rd Ave
San Mateo, CA 94401

To whom it may concern:

Verkada Inc. (“Verkada”) has built a unique end-to-end, cloud managed security platform for monitoring and managing physical security. The Verkada integrated platform offers comprehensive solutions across video security (cameras), access control (door controllers and readers), environmental sensors (air quality monitoring), alarms (wired and wireless sensors, wired alarm panel, and wireless hub, as well as packaged monitoring offerings), visitor management, mailroom management, and video door intercoms. This platform includes a number of unique features, such as up to 365 days of continuous on-camera storage, a full range of indoor and outdoor cameras with night vision (dome, mini, bullet, split, and fisheye models), infrared LED isolation on 4K dome camera models, an offline mode that allows a user to view live streams via a viewing station even in the event of an internet outage, and security screens for visitors. Verkada provides native integration across all of those applications, including security cameras, access control, environmental sensors, alarms, visitor management, mailroom management, and video intercoms.

Verkada is the only manufacturer of cloud-managed physical security solutions with all of those features. These products are designed, manufactured, and sold exclusively by Verkada through our partner resellers, and Verkada holds various intellectual property rights in and to its products.

If you desire additional information, details on Verkada’s products and services are available on our website at <https://www.verkada.com>. You may also review our most up to date list prices at <https://www.verkada.com/pricing>.

Thank you for your interest in our products — we look forward to working with you.

Best regards,
Brandon Davito
SVP Product and Operations

Grants Updated- 2/4/25

Title	Amount	Status
NWFWMD/NERDA	\$971,850	Draft Stormwater Master Plan Complete. Water Quality portion is on hold.
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. The project is complete and we have requested reimbursement.
Historic Resources/Hurricane Michael	\$497,495	Centennial Bldg. Rehab. Grant awarded. The project is complete and we have requested reimbursement.
CDBG-DR	\$9,996,000	Sewer Rehab- City Wide. Approved 5/21. CCTV work approved.
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. The project has been re-bid. Approval has been given for the amended scope of work by the State.
USDA	\$4,000,000	Potential 65% loan/35% grant for new Government Complex. The funding request is on hold.
COVID-19 Rescue Plan	\$1,786,545	Grant Agreement signed 9/15/21. Funds received. \$1,000,000 allocated for 10 th Street Sports Complex & \$786,545 for Road Paving already spent.
FDEO	\$675,426.00	Commercial District Waterline Replacement. Grant Approved 4/8/22. Phase I is complete.
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. The collection system and lift station is constructed. City Staff is making taps.
FDEP	\$218,895	Resilient Florida (Study of PSJ). Submitted 8/30/21, Working with UF.
FRDAP	\$150,000	Core Park Splash Pad & Restroom, 25% City Match. Submitted 8/27/23. Second Request. Was not approved.
FDOT/SCOP	\$575,417.65	Application for re-surfacing Allen Memorial. Approved on 8/23/22 for the 2024 fiscal year. The contract was awarded to Roberts & Roberts.
NOAA	\$280,000 \$1,563,611	Stormwater Management (H&H) Study, Approved 4/21/23 Phase II Application submitted 12/19/23
FDOT Phase I FDOT Phase II	\$100,000 \$129,580	Hwy 98 Beautification Grant, Approved 12/16/22. Coastal has completed the design. Out for bids

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		Phase II approved 1/10/24
Legislative Request 2023	\$1,500,000	Road Paving, submitted by Clark Smith approved in the 23/24 State Budget. Grant being worked thru FDOT.
FDEP/SRF	\$102,000 Loan/\$98,000 Grant	Lead and Copper Service Line Inventory. Additional \$9,800 Grant/\$10,200 Loan Approved as well. The project is complete.
FDEP/SRF	\$1,506,338 Loan/\$655,456 Grant	Downtown Water line Replacement Phase II. Approved, Application submitted on 11/2/23
Legislative Request 2023	\$500,000 \$1,000,000	Fire/Police Public Safety Facility Road Paving Workforce Housing Project Submitted 11/10/23. Was not approved
Army Corps of Engineers	TBD, up to \$15,000,000	Stormwater Improvements, Application submitted on 10/18/23. Was not approved.
Gulf Consortium	\$750,000	Signed the sub-grant agreement with Gulf County on 10/31/23 for the ESAD Purchase re-imbusement
Dept. of Commerce	\$2,000,000	Rural Infrastructure Fund, Workforce Housing Access Road. Application submitted 11/3/23. Was not approved.
FDOT	\$43,000	Police Dept. - Occupant Protection. Application submitted on 2/27/24. The grant was approved and signed by the City on 10/15/24.
FDOT	\$84,302	Police Dept. -Speed & Aggressive Driving. Application submitted on 2/27/24. Was not approved.
FDOT	\$561,884.66	Ave C & D Paving SCOP Grant. Application submitted the first week in March 2024. Was not approved.
Historic Resources (FDHR)	\$1,000,000	Washington Gym Improvements. 25% match required. City/County/UF partnership. Application submitted 5/31/24.
FDEP	\$84,000,000	Waste Water Plant Improvements. Application submitted 5/29/24. Was not approved.
FDEP	\$80,000	Water Plant Backwash Reuse Project. Application submitted 6/11/24. Estimated \$200,000 project with Max of 40% Grant. Was not approved.
Dept. of Commerce	\$1,534,824	Workforce Housing Road. Application submitted 7/16/24. Was not approved.