

**April 15, 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

April 15, 2025

****Amended Agenda****

Call to Order

Consent Agenda

Minutes

- Regular Meeting 4/1/25

Pages 1-4

City Engineer

- Paving Quantities Update – Potential to Pave Long Ave. from Madison Street to Hwy 98

City Attorney

- Update

Old Business

- City Projects
- Washington Recreation Center- Gulf County Grant Scope of Work
- CDBG Grant Applications 2025
 - Washington School Complex- Second Public Hearing
 - Resolution 2025-03 Application
 - Resolution 2025-04 Funding Leverage
 - Resolution 2025-05 Objectives of Plan
 - **MLK Blvd. Revitalizations**- Second Public Hearing
 - Resolution 2025-06 Application
 - Resolution 2025-07 Funding Leverage
 - Resolution 2025-08 Objectives of Plan

Pages 5-6

Page 7

Pages 8-9

Page 10

Page 11

Page 12

Page 13-14

Page 15

Page 16

Page 17

New Business

- 2024 Water Quality Report

Pages 18-22

Public Works

- Update

Surface Water Plant

- Update

Wastewater Plant

- Update

Finance Director

- **FEMA- Update**
- **Grants Reimbursement- Update**

Code Enforcement

- **Update**

Police Department

- **Surplus Property**

Page 23

City Clerk

- **Grants- Update**

Pages 24-25

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, April 1, 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

Proclamation Honoring Ms. Mary Belin's 100th Birthday

Mayor Buzzett read the Proclamation honoring Mrs. Belin and presented it to her daughter Ann Salter, son and daughter-in-law Jim and Cindy Belin, and nephew Jake Belin.

Mayor Buzzett recessed the Meeting at 11:10 P.M.

Mayor Buzzett resumed the Meeting at 11:15 P.M.

Minutes

A Motion was made by Commissioner Kerigan, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of March 18, 2025. All in favor; Motion carried 5-0.

City Engineer

Long Avenue Final Pay Request

Commissioner Hoffman asked if the contractor is going to stripe the road and Mr. Baxley responded, "Yes." A Motion was made by Commissioner Kerigan, second by Commissioner Langston, to make the final payment of \$100,000 to North Florida Construction, Inc., for the Long Avenue Paving Project. All in favor; Motion carried 5-0.

City Street Resurfacing

This project is under construction.

City Government Complex

Dewberry is still waiting on a building layout from the architect.

Monument Avenue

The paving has been completed.

Downtown Utilities Phase 2

This project is under construction.

HMGP Grant – Elevation of 12 Lift Stations

Dewberry has responded to all RAIs from FDEM.

Avenue C and Battle Street Intersection

A Pre-construction meeting has been scheduled for Thursday, April 3, 2025.

Victoria Avenue Bridge

This project is out for re-bid.

Long Avenue

The paving for this project has been completed and final payment was approved earlier in the meeting.

City Attorney

Mr. McCahill did not have anything specific for the Commission.

Old Business

City Projects

Mr. Anderson referenced pages 10 – 11, noted the Sprayfields are 99% complete, mobilization for the Cabell Ditch cleanout has begun, and the Cape San Blas Keepers' Quarters Project is nearing completion.

New Business

City Election Schedule

The Election Schedules provided by Gulf County Supervisor of Elections, Rhonda Pierce, were reviewed. The City Election will be held August 19, 2025. If a candidate does not receive 50% plus 1 vote, a runoff election will be held.

Blues on Reid – Commissioner Hoffman

Commissioner Hoffman shared that he had received a number of complaints about the location and other issues that have occurred with the festival. Mayor Buzzett and Mr. Anderson will meet with Gulf County Chamber of Commerce Director Joe Whitmer on this.

Public Works – John Grantland

Request to purchase Vehicles on State Contract: 2024 F250 Super Duty; 2025 F250 Super Duty; 2025 F150 Regular Cab

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to purchase the following vehicles on State Contract Price. All in favor; Motion carried 5-0. There are funds in the budget for these vehicles.

2024 F250 Super Duty - \$59,995.00
2025 F250 Super Duty - \$60,995.00
2025 F150 Regular Cab - \$60,995.00

Water Meter Replacement – Barefoot Cottages

A Motion was made by Commissioner Kerigan, second by Commissioner Hoffman, to approve purchasing replacement Water Meters from Consolidated Pipe and Supply in the amount of \$48,960 for Barefoot Cottages. All in favor; Motion carried 5-0. Funds are in the budget for this purchase.

Citizens Advisory Task Force – Patrick Howard

Mr. Howard shared that there had been a walkthrough of the Washington Complex. The Wish List is being used to come up with a cost estimate and Scope of Work.

Marvin Davis, Lynn Lewis, Richard Benderson, and Candy Nesemeier shared their thoughts on this issue.

Surface Water Plant – Larry McClamma

Mr. McClamma shared that Tom Pace had passed his State of Florida Class C Water Plant License Exam with an outstanding grade of 95. Mayor Buzzett, on behalf of the Commission, congratulated Mr. Pace and asked Mr. McClamma to offer their congratulations to Mr. Pace.

Wastewater Plant – Kevin Pettis

Mr. Pettis noted that the plant is in Maintenance Mode, a number of filters need to be replaced soon, there is 4' of freeboard in the lagoon, and the new spray field will allow the lagoon to be drawn down sooner.

Finance Director

FEMA Update

The review is still in step 6 of 8 for reimbursement.

Grants Reimbursement Update

Mr. Lacour is in the process of closing the H & H Hydrology Study and the UF Resilient FL Grants.

Code Enforcement

Mr. Anderson reminded residents that RVs may be stored on personal property, but they may not be tied into water or sewer. He also noted that VRBOs are not allowed in Zone R-1.

Police Department – Chief Richards

Chief Richards is waiting on price quotes from FDOT for LED Crosswalk Lights on Highway 98. Two of the new patrol cars for the department arrived yesterday and were put in service.

City Clerk – Charlotte Pierce

Clerk Pierce referenced pages 22 and 23, stated there had been no changes in them, and that City Staff continues to work on grants, reimbursements, and compliance.

Citizens to be Heard

The following individuals spoke on various topics. Marvin Davis, George Foxworth, Lynn Lewis, Tan Smiley, Christy McElroy, and Jimmy Garcia.

Discussion Items by Commissioners

Commissioner Hoffman shared his concerns about Dr. Joe Hendrix Park on Williams Avenue.

Commissioner Lowry stated that he noticed several uprooted pavers in Dr. Joe Hendrix Park.

Commissioner Kerigan noted that he is willing to support the idea of Commissioners having a zone within the City they routinely check and advise City Staff of their findings.

Commissioner Langston shared his concerns about traffic on MLK.

Mayor Buzzett announced that he will be seeking re-election this year. He feels that the Commissioners work well together, and there are several projects that he still wants to see completed

Motion to Adjourn

There was no additional business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:25 P.M.

Approved this _____ day of _____ 2025.

Rex Buzzett, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

Current City Projects 4/15/25

- 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.
- 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 construction is complete and Dewberry is working on the FDEP Permit to place in operation.
- 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 staff is trying to find a property owner to give the City and easement for a Stormwater Drain Inlet.
- 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. The project is under construction.
- Cabell Drive Ditch Cleaning- Staff will attempt to clean the ditch utilizing City Equipment. The project is under way.
- Ave C & Battles Drainage Improvements- The bid was awarded to North Florida Construction on 1/21/25. Construction is underway.
- Centennial Bldg. Roof- Requesting an Engineer Task Order for specs to repair the roof. 4/1/25
- Washington Gym Roof- Tasked Anchor Consulting Engineers for specs to replace the side roofs on the gym 4/9/25
- Speed Table on 7th Street- Tasked Roberts & Roberts to construct on 4/8/25

Jim Anderson

From: Sandy Quinn <Commissioner4@gulfcountry-fl.gov>
Sent: Thursday, March 20, 2025 4:17 PM
To: Jim Anderson
Cc: Clay Smallwood
Subject: County Scope of Work Plan

Good Afternoon, Jim,

John reached out to me in reference to County scope of work for Washington gym. I do not have his email. Could you please forward this to him.

The County's scope of work will include the following items. Our goal is to maximize the budget as much as possible, but we will prioritize the following projects:

- **Replacement of windows at Washington Recreation**
- **Replacement of HVAC at Washington Recreation**
- **Remodeling of the stage, including electrical work and stage lighting**
- **Refinishing the gym flooring and replacing the bleachers**

Please let me know if you have any questions or need further details.

**Best regards,
Sandy**

SECOND PUBLIC HEARING NOTICE

The City of Port St. Joe plans to apply to Florida Commerce for a FFY 2023/2024 Small Cities Community Development Block Grant (CDBG) in the amount of **\$1,723,660** in the Neighborhood Revitalization category. If not funded under the initial FFY 2023/2024 combined cycle, this notice and public hearing will be used for a subsequent FFY 2025 cycle. For each activity that is proposed, at least 70% of the funds must benefit low- and moderate-income persons. The activities, dollar amounts and estimated percentage benefit to low- and moderate-income persons for which the City of Port St. Joe is applying are:

Service Area #1

Washington School – Recreation/Neighborhood Center Improvements:

The activity, dollar amounts and estimated percentage benefit to low- and moderate-income persons in Service Area #1 are as follows:

03E – Recreation/Neighborhood Center: The City of Port St. Joe proposes to make improvements to the Washington School Recreation and Neighborhood Center that include replacing the flooring in the gymnasium, and several serves as the main commercial street in the underserved predominately low-to moderate income community within the city limits of the City of Port St. Joe.

<u>Activity Number and Name</u>	<u>Description</u>	<u>CDBG Budget</u>	<u>Local Match For Points</u>	<u>LMI% Benefit</u>
03E – Recreation Neighborhood Center	Renovation of the Gym	\$1,417,915.00	\$ 0.00	At Least 51%

<u>Activity Number and Name</u>	<u>CDBG Budget</u>	<u>Local Match For Points</u>	<u>LMI% Benefit</u>
03K and 03L – Engineering	\$167,855.00	\$ 25,000.00	N/A

<u>Activity Number and Name</u>	<u>CDBG Budget</u>	<u>Local Match For Points</u>	<u>LMI% Benefit</u>
21A – Administration	\$ 137,890.00	\$ 0.00	NA

Total \$1,723,660.00 \$ 25,000.00

The City of Port St. Joe does not anticipate that anyone will be displaced as a result of CDBG-funded activities. If any persons are displaced as a result of these planned activities, the City of Port St. Joe will assist as described in the City’s anti-displacement and relocation policy, which is available for review at City Hall.

A public hearing to provide citizens an opportunity to comment on the application will be held on Tuesday, April 15, 2025, at 12:00 Noon or as soon thereafter as possible at the City of Port St. Joe’s City Commission Chamber, located at 2775 Garrison Avenue, Florida 32456. A draft copy of the application will also be available for review during normal business hours at the City of Port St. Joe City Hall by noon on Friday, April 11, 2025. Persons wanting to submit written comments on the application should send them to Ms. Charlotte Pierce, City Auditor/Clerk, City of Port St. Joe, at cpierce@psi.fl.gov or by mail to 305 Cecil G. Costin Sr. Blvd., Port St. Joe, Florida 32456 no later than Monday, April 14, 2025.

A copy of the final application will be available for review at the City of Port St. Joe City Hall, no later than Wednesday, April 30, 2025. The application will be submitted to Florida Commerce on or before May 2, 2025. To obtain additional information concerning the application and the public hearing, contact Ms. Charlotte Pierce, City Auditor/Clerk, City of Port St. Joe, by mail at 305 Cecil G. Costin Sr. Blvd., Port St. Joe, Florida 32456, telephone at (850) 229-8261 or by email at cpierce@psi.fl.gov.

The public hearing is being conducted in a handicapped accessible location. Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop is asked to advise the agency at least 48 hours-before the workshop by contacting: Charlotte Pierce, City Auditor/Clerk, City of Port St. Joe at (850) 229-8261 or by e-mail at cpierce@psi.fl.gov.

Any non-English speaking person wishing to attend the public hearing should contact Ms. Pierce at (850) 229-8261 or by e-mail at cpierce@psi.fl.gov at least five calendar days prior to the meeting and a language interpreter will be provided. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800) 955-8771 (TDD) or 1(800) 955-8770 (Voice).

The City of Port St. Joe is a Fair Housing/Equal Opportunity/Handicap Accessible Jurisdiction.

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DATE TO RUN: One time no later than **Thursday, April 10, 2025**

ONE TIME ONLY, BLOCK DISPLAY AD AS SMALL AS POSSIBLE

Bill To: City of Port St. Joe
P.O. Box 278
Port St. Joe, Florida 32457

PLEASE SEND AFFIDAVITS AS PROOF OF PUBLICATION ASAP TO:

Fred Fox Enterprises, Inc.
P. O. Box 840338
St. Augustine, FL 32080

&

City of Port St. Joe
P.O. Box 278
Port St. Joe, Florida 32457

RESOLUTION NO. 2025-03

A RESOLUTION OF THE CITY OF PORT ST. JOE AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR THE SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT TO THE FLORIDA DEPARTMENT OF COMMERCE OPPORTUNITY FOR FEDERAL FISCAL YEARS 2023-2024.

WHEREAS, the City of Port St. Joe desires to submit an application to the Florida Department of Commerce for a Small Cities Community Development Block Grant to benefit persons of low and moderate income.

NOW THEREFORE, BE IT RESOLVED by the City Commission of the City of Port St. Joe as follows:

1. That the City of Port St. Joe hereby authorizes the filing of an application for a Neighborhood Revitalization Community Development Block Grant to make improvements to the Washington School Complex in North Port St. Joe, and
2. That the Mayor of the City of Port St. Joe is hereby authorized to execute all documents required in connection with the filing of said application to be submitted on or before May 2, 2025.

DULY PASSED AND ADOPTED by the City Commission of the City of Port St. Joe, Florida at a regular meeting on this 15th day of April 2025.

Rex Buzzett, Mayor
City of Port St. Joe

ATTESTED:

Charlotte Pierce, City Auditor/Clerk
City of Port St. Joe

RESOLUTION NO. 2025-04

A RESOLUTION AUTHORIZING THE USE OF TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00) OF CITY OF PORT ST. JOE FUNDING AS LEVERAGE FOR THE SMALL CITIES NEIGHBORHOOD REVITALIZATION COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION THE CITY IS SUBMITTING TO THE FLORIDA DEPARTMENT OF COMMERCE FOR FEDERAL FISCAL YEARS 2023 AND 2024.

WHEREAS, the City of Port St. Joe (the “City”) desires to show evidence of its commitment to provide a specific amount of leverage funding to be used in carrying out the Small Cities Neighborhood Revitalization Community Development Block Grant Application.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PORT SAINT JOE, FLORIDA:

1. That the City hereby commits to providing a minimum of twenty-five thousand dollars (\$25,000.00) as leverage for a Community Development Block Grant application for improvements to the Washington School Complex. The application is being submitted under the Neighborhood Revitalization category for the FFYs 2023 and 2024 Combined Application cycle; and
2. That all of the leverage funding shall come from the City of Port St. Joe’s General Revenue Fund for the Engineering line item activity.
3. That the City understands these funds will be expended, following approval of the Community Development Block Grant, after the Department of Commerce site visit for the project, but prior to the City submitting the administrative closeout for the project to the Florida Department of Commerce.
4. This Resolution shall take effect immediately upon its adoption.

DULY PASSED AND ADOPTED by the City Commission of the City of Port St. Joe, Florida at a regular meeting on this 15th day of April, 2025.

Rex Buzzett, Mayor
City of Port St. Joe

ATTESTED:

Charlotte Pierce, City Auditor/Clerk
City of Port St. Joe

RESOLUTION NO. 2025-05

A RESOLUTION OF THE CITY OF PORT ST. JOE AUTHORIZING THE IMPLEMENTATION OF THE LONG TERM AND SHORT TERM OBJECTIVES OF THE CITY OF PORT ST. JOE'S COMMUNITY DEVELOPMENT PLAN

WHEREAS, the City of Port St. Joe is located in Gulf County, Florida, based on the 2020 United States Census, the City's population is 3,363. Of the 3,363 residents, 346 or 10.29% are below the poverty level.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF PORT ST. JOE, FLORIDA, THAT: the City shall implement the following objectives:

LONG TERM OBJECTIVES:

1. To improve the physical environment of the community to make it more functional, safe, and efficient and to preserve the integrity of the neighborhood.
2. To promote the public interest.
3. To inject long range considerations into the determination of short range decisions.
4. To bring professional and technical knowledge to bear on issues concerning social, economical, or physical development.
5. To facilitate effective cooperation and coordination between all concerned with community development.
6. To identify all available resources for major opportunities and to improve the way of life for all in the community.

SHORT TERM OBJECTIVES:

1. To apply for FFY 2023-2024 Community Development Block Grant funds in the Neighborhood Revitalization category to make improvements to the Washington School Complex in the City of Port St. Joe.
2. To explore other possible resources for the purpose of improving the way of life for all citizen's, especially those who live in deteriorated housing and neighborhoods.

DULY PASSED AND ADOPTED by the City Commission of the City of Port St. Joe, Florida at a regular meeting on this 15th day of April, 2025.

Rex Buzzett, Mayor

ATTESTED:

Charlotte Pierce, City Clerk / City Auditor

SECOND PUBLIC HEARING NOTICE

The City of Port St. Joe plans to apply to Florida Commerce for a FFY 2023/2024 Small Cities Community Development Block Grant (CDBG) in the amount of **\$1,780,790** in the Commercial Revitalization category. If not funded under the initial FFY 2023/2024 combined cycle, this notice and public hearing will be used for a subsequent FFY 2025 cycle. For each activity that is proposed, at least 70% of the funds must benefit low- and moderate-income persons. The activities, dollar amounts and estimated percentage benefit to low- and moderate-income persons for which the City of Port St. Joe is applying are:

Service Area #1

MLK Revitalizations - Utility Undergrounding, Sidewalks and Pedestrian Malls, and Street Improvements:

The activity, dollar amounts and estimated percentage benefit to low- and moderate-income persons in Service Area #1 are as follows:

17D – Relocation of Utilities to Underground: The City of Port St. Joe proposes to underground the utilities on three blocks (approximately 875 feet street distance) of Martin Luther King (MLK) Boulevard in North Port St. Joe. MLK Boulevard serves as the main commercial street in the underserved predominately low-to moderate income community within the city limits of the City of Port St. Joe.

Activity Number and Name	Description	CDBG Budget	Local Match	
			For Points	LMI% Benefit
17D – Relocation of Utilities To Underground	Bury Utility Lines Three blocks	\$550,000.00	\$ 0.00	At Least 51%

03L – Sidewalks and Pedestrian Malls: The City of Port St. Joe proposes to replace approximately 1,750 linear feet of five-foot-wide sidewalks on the east and west sides of MLK Boulevard, to include cross walks, landscaping and irrigation, on street parking, as well as decorative lighting.

Activity Number and Name	Description	CDBG Budget	Local Match	
			For Points	LMI% Benefit
03L – Sidewalks and Pedestrian Mall	Replace Sidewalks Provide On Street Parking Street Lighting and Landscaping & Irrigation	\$457,430.00	\$ 0.00	At Least 51%

03K – Street Improvements: - The City of Port St. Joe proposes to repave approximately 875 linear feet of MLK Boulevard, commencing at Avenue A and proceeding three blocks to Avenue D.

Activity Number and Name	Description	CDBG Budget	Local Match	
			For Points	LMI% Benefit
03K – Street Improvements	Repave Three blocks	\$458,680.00	\$ 0.00	At Least 51%

Activity Number and Name	CDBG Budget	Local Match	
		For Points	LMI% Benefit
03K and 03L – Engineering	\$172,217.00	\$ 25,000.00	N/A

Activity Number and Name	CDBG Budget	Local Match	
		For Points	LMI% Benefit
21A – Administration	\$ 142,463.00	\$ 0.00	NA

Total **\$1,780,790.00** **\$ 25,000.00**

The City of Port St. Joe does not anticipate that anyone will be displaced as a result of CDBG-funded activities. If any persons are displaced as a result of these planned activities, the City of Port St. Joe will assist as described in the City's anti-displacement and relocation policy, which is available for review at City Hall.

A public hearing to provide citizens an opportunity to comment on the application will be held on Tuesday, April 15, 2025, at 12:00 Noon or as soon thereafter as possible at the City of Port St. Joe's City Commission Chamber, located at 2775 Garrison Avenue, Florida 32456. A draft copy of the application will also be available for review during normal business hours at the City of Port St. Joe City Hall by noon on Friday, April 11, 2025. Persons wanting to submit written comments on the application should send them to Ms. Charlotte Pierce, City Auditor/Clerk, City of Port St. Joe, at cpierce@psj.fl.gov or by mail to 305 Cecil G. Costin Sr. Blvd., Port St. Joe, Florida 32456 no later than Monday, April 14, 2025.

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RESOLUTION NO. 2025-06

A RESOLUTION OF THE CITY OF PORT ST. JOE AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR THE SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT TO THE FLORIDA DEPARTMENT OF COMMERCE OPPORTUNITY FOR FEDERAL FISCAL YEARS 2023-2024.

WHEREAS, the City of Port St. Joe desires to submit an application to the Florida Department of Commerce for a Small Cities Community Development Block Grant to benefit persons of low and moderate income.

NOW THEREFORE, BE IT RESOLVED by the City Commission of the City of Port St. Joe as follows:

1. That the City of Port St. Joe hereby authorizes the filing of an application for a Commercial Revitalization Community Development Block Grant to make improvements to Martin Luther King Boulevard, and
2. That the Mayor of the City of Port St. Joe is hereby authorized to execute all documents required in connection with the filing of said application to be submitted on or before May 2, 2025.

DULY PASSED AND ADOPTED by the City Commission of the City of Port St. Joe, Florida at a regular meeting on this 15th day of April 2025.

Rex Buzzett, Mayor
City of Port St. Joe

ATTESTED:

Charlotte Pierce, City Auditor/Clerk
City of Port St. Joe

RESOLUTION NO. 2025-07

A RESOLUTION AUTHORIZING THE USE OF TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00) OF CITY OF PORT ST. JOE FUNDING AS LEVERAGE FOR THE SMALL CITIES COMMERCIAL REVITALIZATION COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION THE CITY IS SUBMITTING TO THE FLORIDA DEPARTMENT OF COMMERCE FOR FEDERAL FISCAL YEARS 2023 AND 2024.

WHEREAS, the City of Port St. Joe (the “City”) desires to show evidence of its commitment to provide a specific amount of leverage funding to be used in carrying out the Small Cities Commercial Revitalization Community Development Block Grant Application.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PORT SAINT JOE, FLORIDA:

1. That the City hereby commits to providing a minimum of twenty-five thousand dollars (\$25,000.00) as leverage for a Community Development Block Grant application for improvements to Martin Luther King Boulevard. The application is being submitted under the Commercial Revitalization category for the FFYs 2023 and 2024 Combined Application cycle; and
2. That all of the leverage funding shall come from the City of Port St. Joe’s General Revenue Fund for the Engineering line item activity.
3. That the City understands these funds will be expended, following approval of the Community Development Block Grant, after the Department of Commerce site visit for the project, but prior to the City submitting the administrative closeout for the project to the Florida Department of Commerce.
4. This Resolution shall take effect immediately upon its adoption.

DULY PASSED AND ADOPTED by the City Commission of the City of Port St. Joe, Florida at a regular meeting on this 15th day of April, 2025.

Rex Buzzett, Mayor
City of Port St. Joe

ATTESTED:

Charlotte Pierce, City Auditor/Clerk
City of Port St. Joe

RESOLUTION NO. 2025-08

A RESOLUTION OF THE CITY OF PORT ST. JOE AUTHORIZING THE IMPLEMENTATION OF THE LONG TERM AND SHORT TERM OBJECTIVES OF THE CITY OF PORT ST. JOE'S COMMUNITY DEVELOPMENT PLAN

WHEREAS, the City of Port St. Joe is located in Gulf County, Florida, based on the 2020 United States Census, the City's population is 3,363. Of the 3,363 residents, 346 or 10.29% are below the poverty level.

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3. To inject long range considerations into the determination of short range decisions.
4. To bring professional and technical knowledge to bear on issues concerning social, economical, or physical development.
5. To facilitate effective cooperation and coordination between all concerned with community development.
6. To identify all available resources for major opportunities and to improve the way of life for all in the community.

SHORT TERM OBJECTIVES:

1. To apply for FFY 2023-2024 Community Development Block Grant funds in the Commercial Revitalization category to make improvements to the Martin Luther King Boulevard in the City of Port St. Joe.
2. To explore other possible resources for the purpose of improving the way of life for all citizen's, especially those who live in deteriorated housing and neighborhoods.

DULY PASSED AND ADOPTED by the City Commission of the City of Port St. Joe, Florida at a regular meeting on this 15th day of April, 2025.

Rex Buzzett, Mayor

ATTESTED:

Charlotte Pierce, City Clerk / City Auditor

2024 Annual Drinking Water Quality Report The City of Port St. Joe



**We are pleased to report that our drinking water meets
all federal and state requirements.**

*We're pleased to present to you this year's Annual Water Quality Report. We are proud to report we had **no** violations of our primary water quality standards in 2024. This report is designed to inform you about the quality water and services we deliver to you every day. Our constant goal is to provide you with a safe and dependable supply of drinking water. We want you to understand the efforts we make to continually improve the water treatment process and protect our water resources. We are committed to ensuring the quality of your water. Our water source is surface water from the Chipola River Canal. This water is pre-treated with lime followed by enhanced coagulation and flocculation, clarification, submerged membrane micro-filtration, disinfection, pH adjustment and dosed with a corrosion inhibitor.*

If you have any questions about this report or concerning your water utility, please contact Larry McClamma or Chad Mack at 850-229-1421. We encourage our valued customers to be informed about their water utility. If you want to learn more, please attend any of our regularly scheduled City commission meetings. They are held on first and third Tuesdays of the month at 12:00 pm in the Commission meeting room at 2775 Garrison Ave.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

The City of Port St. Joe routinely monitors for contaminants in your drinking water according to Federal and State laws, rules, and regulations. Except where indicated otherwise, this report is based on the results of our monitoring for the period of January 1 to December 31, 2024. Data obtained before January 1, 2024, and presented in this report are from the most recent testing done in accordance with the laws, rules, and regulations.

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

In the table below, you may find unfamiliar terms and abbreviations. To help you better understand these terms we've provided the following definitions:

Maximum Contaminant Level or MCL: The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

Maximum Contaminant Level Goal or MCLG: The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

Action Level (AL): The concentration of a contaminant which, if exceeded, triggers treatment or other requirements that a water system must follow.

Picocurie per liter (pCi/L) - measure of the radioactivity in water.

“ND” means not detected and indicates that the substance was not found by laboratory analysis.

Parts per million (ppm) or Milligrams per liter (mg/l) – one part by weight of analyte to 1 million parts by weight of the water sample.

Parts per billion (ppb) or Micrograms per liter (µg/l) – one part by weight of analyte to 1 billion parts by weight of the water sample.

Maximum residual disinfectant level or MRDL: The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

Maximum residual disinfectant level goal or MRDLG: The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

Nephelometric Turbidity Unit (NTU): measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person.

Treatment Technique (TT): A required process intended to reduce the level of a contaminant in drinking water.

2024 TEST RESULTS TABLE

Microbiological Contaminants							
Contaminant and Unit of Measurement	Dates of sampling (mo./yr.)	MCL Violation Y/N	The Highest Single Measurement	The Lowest Monthly Percentage of Samples Meeting Regulatory Limits	MCLG	MCL	Likely Source of Contamination
Turbidity (NTU)	1-12/24	N	0.120	100	NA	TT	Soil runoff
Stage 2 Disinfectants and Disinfection By-Products							
Contaminant and Unit of Measurement	Dates of sampling (mo/yr)	MCL Violation (Y/N)	Level Detected	Range of Results	MCLG	MCL	Likely Source of Contamination
Haloacetic Acids (HAA5) (ppb)	1-12/24	N	58.04	20.48 – 83.13*	NA	60	By-product of drinking water disinfection
Total Trihalomethanes (TTHM) (ppb)	1-12/24	N	67.50	37.62 – 105.89*	NA	80	By-product of drinking water disinfection
Chlorine (ppm) -Stage 1	1-12/24	N	0.74	0.57 – 0.86	MRDLG 4	MRDL 4.0	Water additive used to control microbes
*No MCL violation, compliance is based on an average of quarterly data. Some people who drink water containing trihalomethanes in excess of the MCL over many years may experience problems with their liver, kidneys, or central nervous systems, and may have an increased risk of getting cancer.							

Synthetic Organic Contaminants

Contaminant and Unit of Measurement	Dates of sampling (mo./yr.)	MCL Violation Y/N	Level Detected	Range of Results	MCLG	MCL	Likely Source of Contamination
Dalapon (ppb)	4/24	N	1.1	0.63-1.1	200	200	Runoff from herbicide used on rights of way

Inorganic Contaminants

Contaminant and Unit of Measurement	Dates of sampling (mo./yr.)	MCL Violation Y/N	Level Detected	Range of Results	MCLG	MCL	Likely Source of Contamination
Sodium (ppm)	4/24	N	20.4	NA	N/A	160	Salt water intrusion, leaching from soil
Barium (ppm)	4/24	N	0.016	NA	2	2	Discharge of drilling wastes; discharge from metal refineries; erosion of natural deposits
Fluoride(ppm)	4/24	N	0.031	0.025-0.031	4	4.0	Erosion of natural deposits; discharge from fertilizer and aluminum factories. Water additive which promotes strong teeth when at the optimum level of 0.7 ppm
Nickel(ppb)	4/24	N	3.1	N/A	N/A	100	Pollution from mining and refining operations. Natural occurrence in soil

Lead and Copper (Tap Water)

Contaminant and Unit of Measurement	Dates of sampling (mo./yr.)	AL Exceeded Y/N	90th Percentile Result	No. of sampling sites exceeding the AL	Range of Tap Sample Results	MCLG	AL (Action Level)	Likely Source of Contamination
Copper (tap water) (ppm)	6-9/23	N	0.15	0 of 33	ND-0.27	1.3	1.3	Corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives
Lead (tap water) (ppb)	6-9/23	N	1.8	0 of 33	ND-3.9	0	15	Corrosion of household plumbing systems and service lines connecting buildings to water mains; erosion of natural deposits

*Our system has had **no** violations of any MCL's in 2024.*

Lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. The City of Port St. Joe is responsible for providing high quality drinking water and removing lead pipes, but cannot control the variety of materials used in plumbing components in your home. You share the responsibility for protecting yourself and your family from the lead in your home plumbing. You can take responsibility by identifying and removing lead materials within your home plumbing and taking steps to reduce your family's risk. Before drinking tap water, flush your pipes for several minutes by running your tap, taking a shower, doing laundry or a load of dishes. You can also use a filter certified by an American National Standards Institute accredited certifier to reduce lead in drinking water. If you are concerned about lead in your water and wish to have your water tested, contact The City of Port St. Joe at 850-229-8261. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available at: <http://www.epa.gov/safewater/lead>. Complete lead tap sampling and lead service line inventories (LSLI) are available for review by contacting our water department at 850-229-1421 or by visiting the following websites:

LSLI: [https://depdms.dep.state.fl.us:443/Oculus/servlet/shell?command=getEntity&\[guid=32.1704678.1\]&\[profile=Sampling](https://depdms.dep.state.fl.us:443/Oculus/servlet/shell?command=getEntity&[guid=32.1704678.1]&[profile=Sampling)

Sampling: [https://depdms.dep.state.fl.us:443/Oculus/servlet/shell?command=getEntity&\[guid=32.1596485.1\]&\[profile=Sampling](https://depdms.dep.state.fl.us:443/Oculus/servlet/shell?command=getEntity&[guid=32.1596485.1]&[profile=Sampling)

Contaminants that may be present in source water include:

(A) Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.

(B) Inorganic contaminants, such as salts and metals, which can be naturally-occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.

(C) Pesticides and herbicides, which may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses.

(D) Organic chemical contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, and septic systems.

(E) Radioactive contaminants, which can be naturally occurring or be the result of oil and gas production and mining activities.

Three samples during 2024 had a Total Haloactic Acids(HAA5) result that exceeded the Maximum Contaminant Level(MCL) of 60 ppb and Four samples during 2024 had a Total Trihalomethanes result that exceeded the Maximum Contaminant Level(MCL) of 80ppb. However, the system did not incur an MCL violation for either contaminant, because all annual average results at all sites were at or below the MCL. Some people who drink water containing trihalomethanes in excess of the MCL over many years may experience problems with their liver. Kidneys, or central nervous systems, and may have an increased risk of getting cancer. Some people who drink water containing holoacetic acids in excess of the MCL over many years may have an increased risk of getting cancer.

*Turbidity is a measure of cloudiness of the water and has no health effects. We monitor it because it is a good indicator of the effectiveness of our filtration system. High turbidity can interfere with disinfection and provide a medium for microbial growth. Turbidity may indicate the presence of disease-causing organisms. These organisms include bacteria, viruses, and parasites that can cause symptoms such as nausea, cramps, diarrhea, and associated headaches. The city had **no** turbidity exceedances in 2024.*

In order to ensure that tap water is safe to drink, the EPA prescribes regulations, which limit the number of certain contaminants in water provided by public water systems. The Food and Drug Administration (FDA) regulations establish limits for contaminants in bottled water, which must provide the same protection for public health.

In 2024 the Florida Department of Environmental Protection performed a Source Water Assessment on our system. The assessment was conducted to provide information about any potential sources of contamination in the vicinity of our surface water intakes. The surface water system is considered to be at high risk because of the many potential sources of contamination present in the assessment area. The assessment results are available on the FDEP Source Water Assessment and Protection Program website at <https://fldep.dep.state.fl.us/swapp/> or they can be obtained from Larry McClamma @ 850-229-1421.

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by Cryptosporidium and other microbiological contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

We at the City of Port St. Joe work diligently to provide top quality water to every tap. We ask that all our customers help us protect our water sources, which are the heart of our community, our way of life and our children's future.

The City of Port St. Joe is committed to ensuring the quality of your water. If you have any questions or concerns about the information provided, please feel free to call any of the numbers listed.

Port St. Joe Police Department

410 Williams Avenue, Port St. Joe, FL 32456



To: City Administrator Jim Anderson, Sheriff Mike Harrison
From: Chief Jake Richards *JR*
Date: April 11, 2025
Ref: Vehicle Surplus and transfer

Mr. Anderson,

I request that Vehicle P103, a 2015 Ford Taurus, Vin# 1FAHP2MK2FG159503 be placed on surplus property.

Also P110 a 2016 Ford F150, Vin# 1FTEW1E88GFD21283 will be transferred to the Public Works Department.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Jake Richards', with a long horizontal flourish extending to the right.

Chief Jake Richards

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Grants Updated- 4/15/25

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.
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 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
Gulf Consortium	\$750,000	Signed the sub-grant agreement with Gulf County on 10/31/23 for the ESAD Purchase re-imbursement
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	\$561,884.66	Ave C & D Paving SCOP Grant. Application submitted the first week in March 2025.
Historic Resources (FDHR)	\$1,000,000	Washington Gym Improvements. 25% match required. City/County/UF partnership. Application submitted 5/31/24.
NWFWMD	\$80,000	Water Plant Backwash Reuse Project. Estimated \$200,000 project, Grant has been approved.
Legislative Request 2025	\$2,000,000 \$300,000	Fire/Police Public Safety Facility Core Park Restrooms
CDBG	\$1,780,790 \$1,723,660	MLK Blvd. Revitaliation- Submitting 5/25 Washington Gym Improvements- Submitting 5/25