

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT  
2775 GARRISON AVENUE, May 6, 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**

**Minutes**

A Motion was made by Commissioner Kerigan, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of April 15, 2025. All in favor; Motion carried 5-0.

**City Engineer**

*Paving Quantities Update*

Dewberry is talking with Roberts and Roberts about additional paving of Tenth Street.

*City Street Resurfacing*

This project is under construction and there are no issues at this time.

*City Government Complex*

City Staff is reviewing the building layout from the Architect. Mr. Anderson reminded the Commissioners that the plans are on display for review upstairs at City Hall.

*Monument Avenue*

The paving has been completed, and striping is all that remains to be done.

*Downtown Utilities Phase 2*

This is still under construction, the pressure testing has gone well, Dewberry met with the contractor this morning and they are close to wrapping the project up.

*HMGP Grant – Elevation of 12 Lift Stations*

All RAIs from FEMA have been responded to, staff is waiting to award the bid, and the contractor has agreed to hold the price quote.

*Avenue C and Battle Street Intersection*

The project has been completed.

**City Attorney**

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

## **Old Business**

### *City Projects*

Mr. Anderson shared that street paving is wrapping up, the Zone 3 Sprayfield is waiting on a Monitoring Well, rehabbing of the Lift Station on Twentieth Street has begun, and there will be an elevated Control Panel on Twentieth Street.

## **New Business**

### *Juneteenth Block Party Request*

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to approve a Special Event Permit for the Juneteenth Celebration Jubilee (Block Party) and to block off the portion of MLK between Avenue B and C on Saturday June 21, 2025, from 10:00 P.M. until 2:00 A.M.

Lynn Peters asked about barricades and Mr. Anderson responded that barricades and cones are provided the day before for event planners to place the day of the event.

All in favor; Motion carried 5-0.

### *Change Order #3, City Street Paving*

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to approve Change Order # 3 in the amount of \$19,387.80.

Robert Branch, Christy McElroy, and Charles Gathers voiced their concerns about the Change Order.

All in favor, Motion carried 5-0.

A Motion was made by Commissioner Kerigan, second by Commissioner Langston, to approve the request of Richard Benderson, NPSJ CDC, to waive the fees for the Juneteenth Celebration on Saturday, June 21, 2025, at the Washington Gym Complex. All in favor; Motion carried 5-0.

A Motion was made by Commissioner Langston, second by Commissioner Kerigan, to approve the Street Dance on MLK from 7 P.M. until 2:00 A.M., on July 3, 2025. All in favor; Motion carried 5-0.

### *BCC Amnesty Day*

Mr. Anderson shared there will be an Amnesty Day on Saturday, May 17, 2025, from 8 A.M. until 4 P.M. ET at 1000 Cecil G. Costin, Sr., Blvd which is the Gulf County Courthouse Parking Lot.

## **Public Works – John Grantland**

Mr. Grantland did not have any updates for the Commission.

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

RFP 2025-03 Beach Booster Station Repair (Bids Closed 5/2, Handout)

Mr. McClamma noted that the Bid Date has been extended until Friday, May 16, 2025, at 3 P.M. as no bids were received in a timely manner for the original announcement.

## **Wastewater Plant – Joe Harris**

Mr. Harris shared there is 4.5' of free board in the lagoon. The plant is discharging, the 3 pumps for the Algae disbursement are in place, Sprayfield Zone 3 is operational, and they are waiting on a monitoring well for it.

## **Finance Director**

### *FEMA Update*

Mr. Lacour received a request for clarification this morning and he feels that we are finally moving on reimbursement for the project.

### *Grants Reimbursement Update*

An Expenditures and Reimbursements for Grants Spreadsheet has been added to the Agenda Packet that shows the status of existing grants.

### *Grant Management Contract Extension – CDBG-DR*

A Motion was made by Commissioner Kerigan, second by Commissioner Lowry, to approve continuing the grant consulting services to the City by the Ferguson Company with the amount not to exceed \$43,750. All in Favor, Motion carried 5-0. This is for the CDBG-DR Grant through the Department of Commerce.

## **Code Enforcement**

Mr. Anderson noted that the City is moving into the Summer Season, crews have been sprucing up around town, and that high grass is becoming an issue. He encouraged citizens to keep their yards clean and trimmed.

## **Police Department – Chief Richards**

Chief Richards shared that he is receiving more complaints about the local Hemp Food Establishments and is concerned that there needs to be an Ordinance restricting the number of businesses, locations, and advertisements on store signage. He has been looking at Ordinances from other cities.

## **City Clerk – Charlotte Pierce**

Clerk Pierce referenced Pages 26 and 27, and the update from Two Hired Guns Consulting. She noted the new grants that have been added to the pages, and reminded the Commissioners that will be seeking re-election this year that Qualifying is from Noon Monday, June 9, 2025, through Noon Friday, June 13, 2025.

Robert Branch shared his concerns about the letter from Two Hired Guns.

## **Citizens to be Heard**

Jeremy Novak, representing the Gulf County Board of County Commissioners, provided a letter from the County Commission concerning the Windmark Development of Regional Impact Compliance and updated them on ongoing issues between the County and City.

Christy McElroy and Robert Branch voiced their opinions on various topics.

### **Discussion Items by Commissioners**

*Commissioner Hoffman* stated he would be attending the TDC Meeting today and asked if the Commissioners had anything that he needed to bring up. He also asked that consideration of placing pet memorials on the Buck Griffin Lake Bridge be on the next Agenda and shared that the Garden Club is working on the 100 year anniversary.

*Commissioner Lowry* brought up the Workforce Board Summer Program. Mr. Anderson reminded the Commission that this is not a City function, but a Workforce Board Program headed up by Kim Bodine. The duPont Foundation has funded the program in the past but has redirected their resources and no longer supports the program. In an effort to minimize disruption, the City has provided the Washington Site, will make a financial contribution of \$25,000 handle payroll, payables, and do the hiring of employees. This year, the Gulf County School System will not be providing space or help as they have done in the past. The Gulf County Board of County Commissioners will be giving a \$50,000 contribution to the program and asked the City being the middle person and responsible for all transactions.

Additionally, Ms. Bodine has requested the renting of vans for field trips and transportation and stated that any money given directly to the Workforce Board, approximately 25% has to be returned to the state.

After a lengthy discussion, consensus of the Commission was to ask the County to split the cost of the percentage that would have to be returned to the state and let the Workforce Board handle all expenditures. Mr. Anderson will contact Commission Chairman Sandy Quinn concerning this.

Cora Curtis and Christy McElroy shared their thoughts on this project.

*Commissioner Kerigan* asked that in keeping with the summer clean up, owners clean up vacant lots off Reid Avenue.

*Commissioner Langston* did not have any additional concerns to discuss.

*Mayor Buzzett* did not have any additional items to discuss with the Commission.

### **Motion to Adjourn**

There was no additional business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:12 P.M.

Approved this 20<sup>th</sup> day of May 2025.

  
Rex Buzzett, Mayor

5/20/25  
Date

  
Charlotte M. Pierce, City Clerk

5/20/25  
Date