

**City of Port St. Joe
Redevelopment Agency Board Regular Meeting
July 1, 2025 at 11:00 A.M.**

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

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

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

ROLL CALL OF THE BOARD

CONSENT AGENDA:

June 3, 2025 Special Meeting Minutes

Page 1-2

BUSINESS ITEMS

- **Office Space Option- Washington Improvement Group Bldg.**
- **CRA Workshop on the Developer Incentive Program & Program Overview & Interest Rate Incentive Program**
- **Update on House Bill 991 & Senate Bill 1242**
- **DR-420 TIF**
- **Citizens to be Heard**
- **Discussion by Board Members**
- **Motion to Adjourn**

Page 3-4

Pages 5-7

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

City of Port St. Joe
Redevelopment Agency Board
Special Meeting
June 3, 2025

Minutes

Pledge of Allegiance and Moment of Silence

Roll Call of the Board

Present		Absent	
Board	Staff	Board	Staff
Eric Langston, Chairman Linda Bullock Rex Buzzett Marvin Davis Brett Lowry Eddie Fields Scott Hoffman	Jim Anderson Charlotte Pierce Mike Lacour	Steve Kerigan	Clint McCahill

After ascertaining that a quorum was present, Chairman Langston called the meeting to order at 11:00 A.M.

Consent Agenda

Minutes, April 1, 2025, Regular Meeting:

A Motion was made by Eddie Fields, second by Rex Buzzett, to approve the Minutes of the April 1, 2025, Regular Meeting. All in favor; Motion carried 7-0.

Business Items

Darrell Starling, PSJRA Director, reviewed, discussed, and answered questions on the following items.

Developer Incentive Program and Program Overview

A Motion was made by Eddie Fields, second by Rex Buzzett, to approve the Developer Incentive Program and Program Overview of up to \$25,000 after Certificate of Occupancy. All in favor; Motion carried 7-0.

Interest Rate Incentive Program and Program Overview

A Motion was made Scott Hoffman, second by Linda Bullock, to approve the Interest Rate Incentive Program of up to \$25,000. All in favor; Motion carried 7-0

Update CRA Plan

Mr. Starling will be working to update the plan and an RFQ will be prepared for advertising.

House Bill 991 and Senate Bill 1242

Mr. Starling shared that House Bill 991 will become effective this year and that Senate Bill 1242 has been postponed.

Annual Report

Mr. Starling updated the Board on the annual report.

Citizens to be Heard

Chester Davis asked about Brownfield designations and Mr. Starling will be reaching out to consultants on this. He cautioned about the designation of a Brownfield property and noted that this is not for discussion at this meeting but at a later date. Workshops will be held, and the community included.

Discussion by Board Members

No one had any additional items to bring before the Board.

Motion to Adjourn

There were no other issues to be discussed today, and Chairman Langston adjourned the meeting at 11:48 A.M.

Approved this _____ day of _____, 2025.

Eric Langston, PSJRA Chairman

Date

Charlotte M. Pierce, City Clerk

Date

MEMORANDUM

July 01, 2025

TO: Community Redevelopment Agency (CRA) Board

FROM: Darrell Starling, CRA Director

SUBJECT: Office Space at the Washington Improvement Group Facility

SYNOPSIS: *The purpose of this request is to use office space at the Washington Improvement Group Facility and pay the utility costs and internet services.*

RECOMMENDATION

It is recommended that the CRA Board consider the following action(s)

1. Approve the CRA Director to have office space in the Washington Improvement Group facility and pay the utilities costs and internet services in the amount of \$350.00 per month.
2. Authorize the CRA Director to enter into an agreement with Washington Improvement Group to pay utility costs and internet services for 12 months.

BACKGROUND

In January 2025, the CRA Director was appointed to lead the revitalization efforts in the North Port St. Joe Redevelopment Area. Since then, the Director has actively engaged the community by holding meetings at the Washington Improvement Group facility, strategically located in the heart of the neighborhood.

Establishing an office directly within this community would greatly enhance accessibility for residents, business owners, developers, and other key stakeholders. This initiative would not only foster collaboration but also demonstrate a strong commitment to the community's growth and development.

Washington Improvement Group History

The Washington Improvement Group (WIG) is a local 501(c)(3) non-profit organization located at the Washington Recreational Site, which was formerly the Washington High School, in the northern part of Port St. Joe. Over the years, WIG has offered various services, including a weekly food bank, home buying workshops, employment preparation programs, and an information resource center.

Established in 1993, WIG's mission is to serve the North Port St. Joe community by fostering growth and positive change in areas such as economic development, education, cultural issues, and social concerns. WIG aims to be a unifying force in North Port St. Joe, working to build alliances among civic, service, religious, social, and fraternal organizations.

WIG has developed many partnerships and alliances with organizations such as the Jessie Ball DuPont Fund, the City of Port St. Joe, and Career Source. Through these collaborations, WIG has empowered the North Port St. Joe community and neighboring areas through various services and projects.

FISCAL IMPACT

August – September 2025: \$700

October 2025 – September 2026: \$4,200

OTHER OPTIONS

Not to accept the CRA staff recommendation

ATTACHMENTS

N/A

Welcome, James
Anderson!

Logout
(/trim/Login/Logout)

Tax Increment Adjustment Worksheet (DR-420TIF)

Tax Year: 2025

County: 33 - Gulf

Principal Taxing Authority: 256 - City of Port Saint Joe, Taxing
Authority - Municipality
(/trim/Summary/PtaSummary?
OfficId=256)

Contributing Levy: 322 - City of Port Saint Joe -
Operating, General
(/trim/Summary/LevySummary?
LevyId=322)

Community Redevelopment Area: 137 - City of Port Saint Joe CRA
(Expansion; 2010)
(/trim/Summary/CraSummary?
CraId=137)

Base Year: 2010

Instructions
5

1. Property Appraisers - Complete Section I and click *Save and Close*.

Specific instructions for each field are provided below the field.

These fields may already be populated if using the "Batch Upload" feature.

2. Principal Taxing Authorities - Complete Section II and click *Save and Close*.

Some fields require recalculation to display.

*If you need to see these values while editing, click the **Save and Recalculate** button at the bottom of this form.*

*To abandon changes and return to the work list, click **Cancel**.*

i Form data has been saved Return to worklist

Section I

Completed by Property Appraiser

1.	Current year taxable value in the tax increment area:	\$	44,323,192
2.	Base year taxable value in the tax increment area:	\$	26,185,135
3.	Current year tax increment value:	\$	18,138,057
			(Line 1 minus Line 2)
4.	Prior year final taxable value:		41,219,980
5.	Prior year tax increment value:		15,034,845
			(Line 4 minus Line 2)

Section II

Completed by Principal Taxing Authority

6.	If the amount to be paid to the redevelopment trust fund IS BASED on a specific proportion of the tax increment value:
----	--

Section II

Completed by Principal Taxing Authority

6a.	Enter the proportion on which the payment is based:	%	<input type="text" value="95.00"/>
6b.	Dedicated increment value: (If value is zero or less than zero, then enter zero on Line 6b)	\$	<input type="text" value="17,231,154"/> (Line 3 multiplied by the percentage on Line 6a)
6c.	Amount of payment to redevelopment trust fund in prior year:	\$	<input type="text" value="51,854"/>
7.	If the amount to be paid to the redevelopment trust fund IS NOT BASED on a specific proportion of the tax increment value:		
7a.	Amount of payment to redevelopment trust fund in prior year:	\$	<input type="text"/>
7b.	Prior year operating millage levy: (Form DR-420, Line 10)		<input type="text"/>
7c.	Taxes levied on prior year tax increment value:	\$	<input type="text"/> (Line 5 multiplied by Line 7b, divided by 1,000)
7d.	Prior year payment as proportion of taxes levied on increment value:	%	<input type="text"/> (Line 7a divided by Line 7c, multiplied by 100)
7e.	Dedicated increment value: (If value is zero or less than zero, then enter zero on Line 7e)	\$	<input type="text"/> (Line 3 multiplied by the percentage on Line 7d)

City
3.5914
\$61,883.97
County
5.900
\$101,663.81
Total EST
\$163,547.78