

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, August 5, 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

Mr. Novak retained the services of a court reporter for the meeting.

Minutes

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

City Engineer – Josh Baxley

In the absence of Mr. Baxley, Mr. Anderson shared that 3 residents had offered to provide easements for the alley behind Bay Street. Dewberry is currently completing their survey of the property and working on a Task Order for the project.

Dewberry is also preparing a Site Plan for the Core Park Restrooms Grant that is due in 30 days to receive the grant.

City Attorney

Resolution 2025-11 Core Park Restroom Grant

A Motion was made by Commissioner Kerigan, second by Commissioner Lowry, to adopt Resolution 2025-11 authorizing Mayor Buzzett or City Manager Jim Anderson to enter into a contract agreement for the Core Park Restrooms Grant Agreement. All in favor; Motion carried 5-0.

Ordinance 618 H & K Holdings: Voluntary Annexation Request; Public Hearing, Second Reading and Adoption

Attorney McCahill stated that this is a Quasi-judicial meeting and asked each Commissioner if they had entered into any discussion with the owner of the property about the annexation. Each Commissioner responded that they had not had any discussions with the owner of the property.

The Public Hearing for Ordinance 618 was opened.

Ray Greer and Kaye Haddock were sworn in by the court reporter.

Mr. Greer stated that the 2.5 Acres is a Voluntary Annexation, it is an enclave that is surrounded by City property. F.S. 163 encourages doing away with enclaves, the City has utilities running adjacent to the site, and it fits F.S. 171. Mr. Greer stated his qualifications and stated that the annexation of the subject property would be contiguous, compact and would not create an enclave. He stated that this annexation met all requirements of F.S. 171.

Mr. Novak requested that he be allowed to ask his questions at the end of the discussion.

Kaye Haddock shared that she is the property owner, there is a huge need for Workforce Housing here, and intends to put Workforce Housing on the property. She owns businesses in the City and noted the hardships that her workers are having with housing.

Attorney McCahill asked each of the following individuals before they spoke if they were any party in this matter and each responded they were not.

Robert Branch, Christy McElroy, and Charles Gathers shared their thoughts on this issue.

Ethan Way passed out a letter from the County that was read by Mr. Novak. Attached to the County's letter was a letter from Joey D'Isernia CEO of Eastern Ship Building expressing significant concerns regarding the rezoning of the H & K Holdings Property which was also read by Mr. Novak.

Mr. Novak referenced workshops, interlocal agreements, stressed going to court was expensive, and offered his opinion on what he feels the City has not complied with.

Mr. Novak had several questions for Ray Greer who provided a handout from the County's website Showing the 2.5 acres as Residential.

Mayor Buzzett pointed out that in the Interlocal Agreement with the County, they would not encroach on the City's Utility Service Area and shared that today the County is running pipe in the City Service Area. The County will oppose any annexations, supports an unneeded airport, and is pushing a dry dock no one knows about.

Commissioner Hoffman shared that Eastern Ship Building workers are creating traffic issues, noted the floating dry dock will require massive dredging, that St. Joe Bay is one of the most pristine bays in Florida, and many people will want to protect St. Joe Bay.

Mr. Anderson noted for the Record that the letter from Joey D'Isernia had not been received by the City nor seen until provided by Mr. Novak.

Christy McElroy shared her thoughts on how employees of Eastern Shipbuilding are endangering pedestrians in the Piggly Wiggly Shopping Center when cutting through there leaving work, the company's intermittent contracts, and that no one from the company was at today's meeting.

The Public Hearing for Ordinance 618 was closed by Mayor Buzzett.

A Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to approve the Annexation request, have the Second Reading, and adoption of Ordinance 618.

Voting in favor of the Motion were Commissioners Hoffman, Kerigan, Langston, and Mayor Buzzett. Voting against was Commissioner Lowry. Motion passed 4-1.

Attorney McCahill read Ordinance 618 by Title only.

Ordinance 619 H & K Holdings; Small Scale and Rezoning Request; Public Hearing, Second Reading and Adoption

Ray Greer shared that H & K Holdings has requested to change their property to residential. He noted that the County Comp Plan shows the area as Residential and is a plated subdivision. H & K will need to provide a buffer.

Mayor Buzzett stated that we are in the Public Hearing for Ordinance 619. No one from the Public spoke.

Mr. Novak asked if this was a Quasi-judicial meeting.

Attorney McCahill asked each Commissioner if they had spoken with the party or anyone regarding this request and each Commissioner responded that they had not.

Mr. Novak shared that he had attended the previous PDRB Meeting where Ordinance 619 was read, the County opposes the Resolution and stated that if Conflict Assessment is unsuccessful, this issue will be going to court.

No one from the Public had any additional comments on this issue.

Commissioner Kerigan noted that according to the map, you enter this site off Industrial Road, and it is not in the middle of an Industrial Site.

A Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to approve the Annexation request, have the Second Reading and adoption of Ordinance 619.

Voting in favor of the Motion were Commissioners Hoffman, Kerigan, Langston, and Mayor Buzzett. Voting against was Commissioner Lowry. Motion passed 4-1.

Attorney McCahill read Ordinance 619 by Title only.

Ordinance 620 Gulf Coast State College: Rezoning Request; Public Hearing, Second Reading and Adoption

The Public Hearing for Ordinance 620 was opened.

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to approve the Annexation request, have the Second Reading, and adoption of Ordinance 620.

Mayor Buzzett asked if anyone wished to speak on Ordinance 620.

Alex Schroth, Northstar Engineering Services, who was representing the College, stated nothing had changed since the previous meeting concerning the Rezoning Request.

All in favor; Motion carried 5-0.

The court reporter left the meeting.

Old Business

City Projects

Mr. Anderson referenced Pages 66 and 67. Mr. Grantland noted that the Lift Station HMGP Grant is struggling, but they are working on it.

New Business

Duren Property Proposal

Mr. Anderson shared that the appraisal came in at \$1.33 Million for the property.

Williams Avenue Property

Mr. Anderson received a verbal Appraised Value of \$525,000 for the property. Approximately 25-26 parking spaces would be available on the property.

A Motion was made by Commissioner Kerigan, second by Commissioner Hoffman, to offer \$500,00 for the property pending an approved appraisal and a survey being provided. All in favor; Motion carried 5-0.

City Commission Building Roof

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to receive bids for a membrane roof for the Commission Building Roof. All in favor; Motion carried 5-0.

Donation Policy

Mayor Buzzett asked that Commissioners study and tweak the document and discuss it at the next meeting.

August 19, 2025, Commission Meeting

The August 19, 2025, Meeting will be the day of the City Primary Election. A Motion was made by Commissioner Langston, second by Commissioner Lowry, to cancel the Meeting on that date. All in favor; Motion carried 5-0.

The next Budget Hearing will be Tuesday, August 12, 2025, at Noon.

A Motion was made by Commissioner Lowry, second by Commissioner Kerigan, to reschedule September 2, 2025, Meeting to immediately following the Tentative Budget Hearing to be held on Monday, September 8, 2025, at 5:01 P.M. All in favor; Motion carried 5-0.

The Final Budget Hearing is scheduled for Monday, September 22, 2025, at 5:01 P.M.

Public Works – John Grantland

Bent Tree Road Sewer Project

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to approve the project at a cost of approximately \$6,200 for materials and construction pay for the employees working on the project. All in favor; Motion carried 5-0. Mr. Grantland feels that it will take a couple of weeks to complete the project.

Surface Water Plant – Larry McClamma

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

Wastewater Plant – Joe Harris

Mr. Harris shared that the ordered filters have been delivered, and they will be installing them soon. The WWTP has recorded 5" of rain since Saturday and they still have plenty of freeboard in the lagoon.

Finance Director

FEMA Update

Mr. Lacour anticipates receiving payment by the end of September. The review is in Step 8 of 12.

Grants Reimbursement Update

Mr. Lacour continues to work on grant reimbursements.

Code Enforcement

Mr. Anderson shared that the new Code Enforcement Officer is on board and previous Code Enforcement Officer, Ty VanHeerden, is training him on the weekends.

Commissioner Hoffman requested that the dilapidated building on First Street be addressed as well as the overgrown yard on Garrison Avenue.

Police Department – Chief Richards

Chief Richards did not have any updates for the Commission.

City Clerk – Charlotte Pierce

Grants Update

Clerk Pierce shared there had been no changes in the grants on Pages 73 – 74.

Ghosts on the Coast

Ghosts of the Coast is traditionally held on October 31, 2025. There is a home football game this year on that night, and she asked when the Commissioner would like to have the event. Consensus of the Commission was to have it on Thursday night, October 30, 2025.

Citizens to be Heard

Christy McElroy, Robert Branch, and Charles Gathers shared their thoughts on various topics.

Discussion Items by Commissioners

Commissioner Langston complimented Mr. Gathers on the program he was involved with.

Commissioner Kerigan did not have any updates for the Commission.

Commissioner Lowry requested that the dates of the next meeting be provided to the Commissioners.

Commissioner Hoffman asked Attorney McCahill if there were any agreements between the City and Windmark HOA about enforcement of needed repairs to the Trail and Boardwalk at Windmark.

He also shared his concerns about Eastern Shipbuilding employees still cutting, unsafely, through parking lots in an attempt to get to the highway quicker.

Mayor Buzzett asked if anyone knows anything about the proposed Floating Dry Dock for Eastern Ship Building, the positive or negative impact it would have on the City, and how it would help the City. He noted that several years ago, a letter was written in support of it, however, the more that is learned is not encouraging. It is 150' wide and 450' long that will be extending into the bay. Mayor Buzzett stated that he is all for jobs, but this has no economic impact to the City.

Motion to Adjourn

There was no additional business to come before the Commission and Mayor Buzzett adjourned the meeting at 2:20 P.M.

Approved this 8th day of September 2025.


Rex Buzzett, Mayor

9/8/25
Date


Charlotte M. Pierce, City Clerk

9/8/25
Date