

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, SEPTEMBER 8, 2025, at 5:01 P.M.**

The following were present: Mayor Buzzett, Commissioners Hoffman, Kerigan, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Clinton McCahill were also present. Commissioner Langston joined the meeting at 5:25 P.M.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Kerigan, second by Commissioner Hoffman, to approve the Minutes of the Workshop and Regular Meetings both on August 5, 2025, and the Workshop Meeting held August 12, 2025. All in favor; Motion carried 4-0.

City Attorney

Mayor Buzzett opened the Meeting for the First Public Hearing of Ordinance 622 Ad Valorem Property Tax Millage Rate.

Ordinance 622 Ad Valorem Property Tax Millage Rate: Public Hearing and First Reading

Mr. Anderson shared the proposed Millage Rate will remain 3.5914 as it has been for a number of years.

A Motion was made by Commissioner Lowry, second by Commissioner Kerigan, to have the First Public Hearing and Reading of Ordinance 622.

No one from the public addressed the Commission.

All in favor; Motion carried 4-0.

Attorney McCahill read Ordinance 622 in its entirety.

Mayor Buzzett closed the Public Hearing.

Mayor Buzzett opened the Meeting for the First Public Hearing of Ordinance 623 the 2025/2026 Budget.

Ordinance 623 2025 – 2026 Budget: Public Hearing and First Reading

A Motion was made by Commissioner Kerigan, second by Commissioner Hoffman, to have the First Public Hearing and Reading of Ordinance 623.

No one from the public addressed the Commission.

All in favor; Motion carried 4-0.

Attorney McCahill read Ordinance 623 by Title only.

Resolution 2025-12 City Election Results

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to certify the election results. All in favor; Motion carried 4-0.

City Engineer

Engineer Josh Baxley did not attend the meeting.

Downtown Alleys Drainage Improvements – Task Order

A Motion was made by Commissioner Lowry, second by Commissioner Kerigan, to approve the Task Order with Dewberry Engineering in the amount of \$29,685. All in favor; Motion carried 4-0.

Frank Pate Boat Basin Improvements – Task Order

Consensus of the Commission was to wait until more is known about the availability of parking before any work is done on this.

Bay and Harbor Street Drainage – Task Order

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to approve the Task Order with Dewberry Engineering in the amount of \$26,870. All in favor; Motion carried 4-0.

Old Business

City Projects

Mr. Anderson shared that the Waterline and Sewer Projects will be ending shortly with a major tie in being made on First Street on Wednesday, Thursday, and Friday of this week.

Commissioner Langston joined the meeting at 5:25 P.M.

Williams Avenue Parking Lot Layout

Mayor Buzzett requested that this be Tabled until the next meeting for Commissioners to review the various layouts.

New Business

DuPont Fund Update – Sarah Reardon

Sara Reardon and Chris Crothers shared the history of the Jessie Ball DuPont Fund and their refocused plan for the future.

Communication Tower Site Proposal

Consensus of the Commission was to look at possible future needs for the city of the site in which the site was intended for.

Eastern Shipbuilding Drydock – Commissioner Hoffman

The following individuals shared their concerns about the drydock and impact it would have on the City of Port St. Joe.

Deborah Mays, Mel Magidson, Jr., John Ehrman, Jim McKnight, Robert Branch, Annette Ryan, and Gulf County Attorney Jeremy Novak.

After discussion from the Commissioners, and input from local citizens, a Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to rescind previous letters provided by the Commission in support of the Drydock. Voting in favor of the Motion were Commissioners Hoffman, Kerigan, and Mayor Buzzett. Voting against the Motion were Commissioners Langston and Lowry. The Motion passed 3-2.

At 7 P.M., Mayor Buzzett announced a 5 minute break for guests that may want to leave the meeting.

Mayor Buzzett resumed the meeting at 7:05 P.M.

Boat Launch Permits – Mayor Buzzett

Mayor Buzzett expressed his concerns about parking for the Frank Pate Boat Ramp. After discussion, a Workshop will be held at 11 A.M. on Tuesday, September 16, 2025, prior to the Regular City Commission Meeting.

Public Works – John Grantland

Highway 98 Patterned Pavement Agreement

A Motion was made by Commissioner Kerigan, second by Commissioner Lowry, to pay \$41,486.96 to upgrade the pattern pavement at the crosswalk at the Intersections of Second, Third, and Fourth Streets on Highway 98. All in favor; Motion carried 5-0.

Surface Water Plant – Larry McClamma

Shark Tank Powervent Installation

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve the Powervent Installation at the Shark Tank from the sole source provider, Utility Service Co., Inc., in the amount of \$38,603. All in favor; Motion carried 5-0. This expenditure is included in the current budget.

Wastewater Plant – Joe Harris

Mr. Harris shared that the plant is not discharging, they are working on filters, and all solar and diesel equipment is running.

Finance Director

FEMA Update

Mr. Lacour noted it appears the reimbursement is on hold as it remains in Step 6 of 8.

Grants Reimbursement Update

Mr. Lacour continues to work on reimbursements from grant projects.

Code Enforcement

Mr. Anderson shared that the new Code Enforcement Officer, David Sanders, is coming along well, and compliance has been obtained on several problem areas.

Police Department – Chief Richards

Chief Richards is working with the new camera firm to improve the coverage of several cameras. He noted the camera on Sixteenth Street had been hit by lightning and the company will be repairing it next week. He also noted the company has been very responsive to working out any issues with the cameras.

City Clerk – Charlotte Pierce

Grants Update

Clerk Pierce reported there have been no significant changes in grants listed on pages 43-44, and City staff continues to work on grant projects daily.

Citizens to be Heard

Michael Boyle updated the Commission on progress that has been made by the Gulf Coast Recovery Team and asked that the City work with them to provide land for housing.

Gulf County Attorney Jeremy Novak noted several topics of concern that he has with the City.

Diana Burkett shared that she will be reviewing the recently updated Animal Control Ordinance for the County and asked that the City accept the Ordinance.

Discussion Items by Commissioners

Commissioner Langston thanked the voters for their election support. He asked about the light at the bus stop on Clifford Sims Drive. Mr. Anderson responded that Duke Energy has been contacted and working on our options.

Commissioner Lowry congratulated Commissioner Langston on his reelection and thanked City Staff for a smooth budget year. He also encouraged the Commission to participate in the Interlocal Agreement with Gulf County concerning the road bond money.

Mr. Anderson noted that the City received the draft Interlocal from the County after 3 P.M. today and the Interlocal Agreement for the Road Bond will be on the next Agenda.

Commissioner Kerigan questioned if there had been any updates on the algae bloom that caused the bay to be closed to scalloping. Chief Richards shared a report that had just been released stating the count was higher today than when first tested.

Commissioner Hoffman shared that he had been asked if the City could help with a dressing room for the high school girls' softball team. The contractor is doing work at cost and has asked for donations to help keep the cost down. Commissioner Hoffman would like for the City to provide the grinder pump and tank. Mr. Grantland is to provide the cost of these two items for the next Agenda.

Mayor Buzzett did not have any additional information to share with the Commission.

Motion to Adjourn

There was no additional business to come before the Commission and Mayor Buzzett adjourned the meeting at 7:45 P.M.

Approved this 16th day of September 2025.



Rex Buzzett, Mayor

9/16/25

Date



Charlotte M. Pierce, City Clerk

9/16/25

Date