

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT  
2775 GARRISON AVENUE, October 7, 2025, at Noon.**

The following were present: Mayor pro tem Lowry, Commissioners Hoffman, Kerigan, and Langston. City Manager Jim Anderson, City Clerk Charlotte Pierce, Deputy Clerk Carrie Fodge, and City Attorney Clinton McCahill were also present. Mayor Buzzett was absent, and Mayor pro tem Lowry chaired the meeting.

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to approve the Minutes of the Special Meeting of September 22, 2025. All in favor; Motion carried 4-0.

**City Attorney**

Attorney McCahill shared that the injunction against Tallulah has been filed.

**City Engineer – Josh Baxley**

*City Government Complex*

The Geotechnical report is currently being compiled. Dewberry expects the report to be completed within the next two weeks.

*Downtown Utilities Phase 2*

Dewberry is waiting on the as-builts and final pay request from the contractor.

*HMGP Grant – Elevation of 12 Lift Stations*

This project began on October 1 and is being done by Kenny Strange Electric.

*Downtown Alleys Drainage Improvements*

Dewberry is waiting for the survey.

*Avenue A Stormwater*

Dewberry is waiting for this survey

**Old Business**

*City Projects*

There were no questions from the Commissioners about the current City Projects.

## **New Business**

### *Pickleball Courts at the Washington Gym Complex – Commissioner Langston*

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to enter into an Interlocal Agreement with the County, each committing \$50,000 with the stipulation that the County show up with their money.

Christy McElory shared her opinion on this issue.

All in favor; Motion carried 4-0.

### *Offer to Purchase Property*

Denise Vickers of Keller Williams and Jeff Bray of PEA Inc., representing Liberty Networks, offered to purchase Parcel 03072-005R, approximately 3 Acres, from the City for \$500,000 cash to locate a Telecom Exchange Building on.

Attorney McCahill shared that, because of Deed restrictions, the St. Joe Company would have to approve the request.

Christy McElroy, Robert Branch, and Marvin Davis shared their opinions on this issue.

A Motion was made by Commissioner Langston, second by Commissioner Kerigan, to Table this issue. Motion passed 3-1. Voting in favor were Commissioners Langston, Kerigan, and Mayor pro tem Lowry. Voting against was Commissioner Hoffman.

## **Public Works – John Grantland**

### *County Road Patch Invoices*

Invoices have been received from the County for road patching. In the past, the City has made the repairs through a contractor for approximately \$1,000 per patch. The County has entered into an agreement with Robert and Roberts for road work eliminating the City's ability to repair roads. The County invoice for 3 repairs was \$19,125 and additional invoices totaling \$36,558 are proposed for four more patches.

City Staff was instructed to reach out to County Staff to discuss this as the City was not aware of this agreement until the invoices were received from the County.

### *RFP 2025-06 Washington Gym Roof Project*

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to award RFP 2025-06 to the low bidder, Monolith Construction in the amount of \$101,330.43 for roofing of the Reading Room, Kitchen, and front area.

Christy McElroy shared her concerns about the project.

All in favor; Motion carried 4-0.

#### *RFP 2025-07 City Commission Chambers Roof*

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to award RFP 2025-07 to the low bidder, Lewis Walker Roofing in the amount of \$39,772.82. All in favor; Motion carried 4-0.

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

A Motion was made by Commissioner Kerigan, second by Commissioner Langston, to award RFP 2025-08 to the following.

50% Membrane Grade Caustic Soda to Odyssey Mfg., in the amount of \$2.75 per gallon.  
Ferric Sulfate to Pencco, Inc., in the amount of \$469 per dry ton.

All in favor; Motion carried 4-0.

#### **Wastewater Plant**

Mr. Harris was detained at the plant and unable to attend the meeting.

#### **Finance Director**

##### *FEMA Update*

Mr. Lacour shared that the forensic audit is complete, and reimbursement is still in Step 6 of 8.

##### *Grants Reimbursement Update*

Mr. Lacour is moving forward on grant reimbursements.

#### **Code Enforcement**

Mr. Anderson noted issues with unlawful accumulation and asked that residents please take their accumulation of debris to the landfill.

#### **Police Department – Chief Richards**

##### *Lenslock Contract Amendment*

A Motion was made by Commissioner Kerigan, second by Commissioner Hoffman, approving Chief Richards to sign the amendment to this contract for approximately \$2,500 per year.

Robert Brach shared his opinion on this matter.

All in favor; Motion carried 4-0.

##### *Request to Purchase Low Speed Vehicle on State Contract*

A Motion was made by Commissioner Kerigan, second by Commissioner Hoffman, to approve applying for a Low Speed Vehicle on State Contract in the amount of \$22,680. Grant funding in the amount of \$22,625.00 is available for this purchase.

Christy McElroy shared her thoughts on this item.

All in favor; Motion carried 4-0.

### **City Clerk – Charlotte Pierce**

#### *Grants Update*

Clerk Pierce reported there have been no significant changes in the grants listed on pages 46 - 47, and City Staff continues to work on grant projects daily.

#### *Christmas Parade*

Ms. Pierce shared that the Christmas Parade will be on Saturday, December 13, 2025, beginning at 6 PM. She noted that inquiries are being received about the parade and encouraged the Commissioners to begin planning their entry for the parade.

A Motion was made by Commissioner Langston, second by Commissioner Kerigan, to request a permit from the FDOT to have the parade on Highway 98 from Eighth Street to First Street on Saturday, December 13, 2025, beginning at 6 PM and lasting until 8 PM. All in favor; Motion carried 4-0.

### **Citizens to be Heard**

Katie McCullers, Robert Branch, and Christy McElroy shared their opinions on various topics.

### **Discussion Items by Commissioners**

*Neither Commissioners Langston nor Kerigan* had any additional information to share with the Commission.

*Commissioner Hoffman* shared his concerns about the City maintaining equipment at the Herron Walk Lift Station. He also noted that numerous people are enjoying the Golf Course on Sixteenth Street, there has been a lot of support for the improvements to it, and he wants to see the City continue to cut the grass and support the site.

*Mayor pro tem Lowry* wants to see the City continue to cut the grass at the Golf Course for residents to use and enjoy the area.

### **Motion to Adjourn**

There was no additional business to come before the Commission and a Motion was made by Commissioner Langston, second by Commissioner Kerigan, to adjourn the meeting at 1:20 P.M.

Approved this 21<sup>st</sup> day of October 2025.

  
Brett Lowry, Mayor pro tem

  
Charlotte M. Pierce, City Clerk

11/4/2025  
Date

11/4/25  
Date