

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, November 4, 2025, at Noon.**

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

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Kerigan, second by Commissioner Lowry, to approve the Minutes of the Executive Session on October 21, 2025, and the Regular Meeting also on October 21, 2025. All in favor; Motion carried 5-0.

City Attorney

Mayor Buzzett moved item 3, *Update of Gulf County v/s City of Port St. Joe Case #2025-CA-21* up on the Agenda.

Update of Gulf County v/s City of Port St. Joe Case #2025-CA-21

Mayor Buzzett referenced the Closed Executive Session where an offer from Gulf County was discussed.

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to accept the offer from Gulf County to resolve the litigation for \$50,000 and remove the ex-parte communications, sunshine law obligations and Florida public records laws prior to the end of the year.

Gulf County Attorney Jeremy Novak stated the County would accept the modification.

Robert Branch and Christy McElroy shared their thoughts on the issue.

All in Favor; Motion carried 5-0.

Attorney Novak thanked the Commission for their vote.

Ordinance 624 Second Reading and Adoption: 103 Third Street, Parcel #04707-000R, L and A Hotel Properties

This will change the parcel formerly owned by First Baptist Church from Public Use (PU) to Commercial (C-1).

A Motion was made by Commissioner Lowry, seconded by Commissioner Hoffman, to have the Second Reading and Adoption of Ordinance 624. All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 624 by Title only.

Ordinance 626 First Reading and Request to Advertise: Sober Living Homes and Recovery Residences

A Motion was made by Commissioner Kerigan, second by Commissioner Langston, to have the First Reading and Advertise Ordinance 626.

It was noted that Florida Statute prohibits denying this type homes, but you can limit the number of them. The following individuals shared their thoughts on this issue.

Christy McElroy, County Attorney Jeremy Novak, Candy Nesemeier, and Doug Kelly.

All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 626 by Title only.

City Engineer – Josh Baxley

City Government Complex

Dewberry is working on the 30% plan for City review and anticipates they will have 60% permitting to follow shortly.

Downtown Utilities Phase 2

The as-builts have been completed, they are currently in review and should be provided to the contractor by the end of the week. Mr. Baxley noted that the current pay request, #12, was incorrect. Dewberry has reviewed the pay request with City staff and will be communicating with the contractor this week. Mr. Baxley shared there will be a deductive change order forthcoming because of an overpayment.

Downtown Alley Drainage Improvements

This survey is complete, and the project is in design.

Avenue A Stormwater

The 30% design will be provide to the City this week.

Old Business

City Projects

Mr. Anderson noted that the Highway 98 project has been mobilized, signs are up, and work will be from the United Methodist Church to the Overpass. Stormwater crossings are being replaced, and he cautioned drivers to anticipate traffic delays.

New Business

Offer to Purchase Property (Offer Rescinded)

Mr. Anderson shared that the previous offer by Liberty Networks to purchase Parcel #03072-005R has been withdrawn.

Humane Society Request

A Motion was made by Commissioner Lowry, second by Commissioner Kerigan, to approve the request of the St. Joseph Bay Humane Society to contribute \$6,000 towards the installation of a dedicated well. All in favor; Motion carried 5-0. The County is also to contribute a \$6,000 match for this project.

Audit Engagement Letter

A Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to approve the Audit Engagement Letter – Single Audit with Vance CPA, LLC, in the amount of \$30,550 for the year ending September 30, 2025. All in favor; Motion carried 5-0.

Light Pole Receptacles – Commissioner Langston

Commissioner Langston requested that electrical outlets be added to Duke Energy Poles at each church so the churches could plug into the power to provide outside lights for their activities.

After discussion of initial and reoccurring costs, the city having to hook up the power for each event because of the location on the power pole, liability, and feasibility of the request, Commissioner Langston asked that this remain on upcoming agendas until something can be resolved.

Cheryl Steindorf shared her opinion on this issue.

Debra Mays – Gulf County Citizens Coalition

Ms. Mays shared information on the history of the Port Authority and requested a letter be written from the City to Senator Corey Simon and Representative Jason Shoaf opposing any change to the current Port Authority composition.

John Ehrman, County Attorney Jeremy Novak, Christy McElroy, Larry Wagner, Robert Branch, Casey Plouffe, and Port Authority Director Guerry Magidson shared their thoughts on this issue.

After discussion by the Commission, a letter will not be written until the language in the upcoming legislative bill is known.

Public Works – John Grantland

Request to Purchase Vehicles on State Contract

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve the purchase of a 2026 Ford F250 Super Crew Cab Pickup 4WD 160" WB XLT 6.5' Bed on state contract with Alan Jay Fleet Sales in the amount of \$55,263. Funds are in the budget for this purchase. All in favor; Motion carried 5-0.

Surface Water Plant – Larry McClamma

Request to Purchase Vehicles on State Contract

A Motion was made by Commissioner Kerigan, second by Commissioner Langston, to approve the purchase of a 2026 Ford F150 Regular Cab Pickup 4WD 122" WB XLT 6.5' Bed on state contract with Alan Jay Fleet Sales in the amount of \$43,847. Funds are in the budget for this purchase. All in favor; Motion carried 5-0.

Wastewater Plant – Joe Harris

Request to Purchase Vehicles on State Contract

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to approve the purchase of a 2026 Chevy Silverado 1500 Regular Cab Pickup 4WD 6.5' Bed on state contract with

Alan Jay Fleet Sales in the amount of \$40,224. Funds are in the budget for this purchase. All in favor; Motion carried 5-0.

Finance Director – Mike Lacour

FEMA Update

Mr. Lacour said there are positive indications, but no funds have been received for this project yet.

Grants Reimbursement Update

Mr. Lacour did not have anything new to report on grant reimbursements.

Code Enforcement

Mr. Anderson shared that the City is advertising for a full time Code Enforcement Officer as the one recently hired has resigned and relocated.

Police Department – Chief Richards

A Motion was made by Commissioner Lowry, second by Commissioner Kerigan, to approve the purchase of a 2025 Chevrolet Silverado from Donohoo Chevrolet in the amount of \$48,700 and to use a residual grant from the State of Florida in the amount of \$65,000 to purchase a Police Pursuit Vehicle on this bid. Funds are in the budget for this purchase. All in favor; Motion carried 5-0.

Chief Richards introduced Officer Kendall Creed who joined the Police Department this week as a full-time officer.

City Clerk – Charlotte Pierce

Grants Update

Clerk Pierce shared that the Grant Extension for Close Out for the Centennial Building and Cape San Blas Lighthouse Complex have been received by the state and are being processed for approval.

Employee Appreciation Luncheon

After discussion, consensus was to follow past practice of having the Employee Appreciation Luncheon and after the meal allow employees to begin their Christmas Holidays. The luncheon will be held on Tuesday, December 23 prior to the observed holidays.

The request was made to check with local food vendors before reaching out to food vendors from out of town.

Commissioner Hoffman asked that Christmas Bonuses be given to employees again this year from sellable scrap items.

Mayor Buzzett requested that the bonus amount be on the next Agenda for discussion.

Citizens to be Heard

Robert Lowery IV, newly appointed president and interim CEO of the North Port St. Joe Community Development Corporation (NPSJCDC) introduced himself and offered to work with the City on projects in their area.

Chester Davis invited Veterans to the Veterans Appreciation Event Tuesday, November 11, 2025, sponsored by Judge Elijah Smiley.

The following individuals shared their opinions on various topics.

Robert Branch, Chester Davis, County Attorney Jeremy Novak, Christy McElroy, and Charles Gathers.

Discussion Items by Commissioners

Neither Commissioners Langston nor Lowry had any updates for the Commission.

Commissioner Kerigan shared that there is a lot of government over reach and they are chipping away at local government control. He noted that Representative Shoaf is aware of how he feels on issues and is fighting to have local control.

Commissioner Hoffman encouraged citizens to reach out to their legislators, make their voices heard, or even go to the Capitol to share their concerns with them.

Mayor Buzzett reminded everyone that Tuesday is Veterans Day and asked citizens to please remember them and thank them for their service.

Motion to Adjourn

There was no additional business to come before the Commission and Mayor Buzzett adjourned the meeting at 2:05 P.M.

Approved this 18th day of November 2025.


Rex Buzzett, Mayor

11/18/25
Date


Charlotte M. Pierce, City Clerk

11/18/25
Date