

City of Port St. Joe
Regular Meeting
Planning, Development, and Review Board
June 2, 2026
Minutes

Pledge of Allegiance and Moment of Silence

Roll Call of the Board

Present		Absent	
Board	Staff	Board	Staff
Jay Rish	Jim Anderson	Hal Keels	
Travis Burge	Charlotte Pierce		
Phil Earley	Tiffany Giddens		
Chris Karagiannis	Clinton McCahill		
Rawlis Leslie			
Minnie Likely			

After ascertaining that a quorum was present, Chairman Rish called the meeting to order at 4:00 P.M.

Consent Agenda

Attorney McCahill read Form 8B where Chairman Rish abstained in the May 5, 2026, meeting from voting on the Special Exception to build a pier at 282 Dockside Drive, St. Joe Marina Cottages – Parcel #04594-030R because it would be inured to his special private gain or loss.

May 5, 2026, Regular Meeting Minutes

A Motion was made by Phil Earley, second by Travis Burge, to approve the Minutes of the May 5, 2026, Regular Meeting. All in favor; Motion carried 6-0.

Business Items

Ordinance 630 Small Scale Plan Amendment: Ralph Rish Parcel #06076-016R

Chairman Rish stated that he would be abstaining from voting on Ordinance 630 Small Scale Plan Amendment: Ralph Rish Parcel #06076-016R.

Ray Greer, advocate of the requestor, stated the request is to change the property from Residential R-1 to Commercial C-1.

Christy McElroy and Robert Branch shared their opinions on the request.

The site is to house two 3,500 foot buildings for a telecommunications center.

A Motion was made by Chris Karagiannis, second by Travis Burge, to recommend approval of the Small Scale Plan Amendment to the City Commission. All in favor; Motion passed 5-0 with Chairman Rish abstaining. He completed Form 8B Memorandum of Voting Conflict For County, Municipal, and Other Local public Officers citing it would be inured to his special private or loss. The form is attached as Exhibit A.

Special Exception Request: Edward Webb, 2105 Cypress Avenue, Parcel #05681-002R

No one was present to represent Mr. Webb.

Sabrin Garrote, Port St. Joe Building Department, stated that she had not received any objections to the request from the neighbors

A Motion was made by Phil Earley, second by Travis Burge, to approve the Special Exception Request for 2105 Cypress Avenue. All in favor; Motion carried 6-0..

Plat Approval: St. Joe Company, Windmark Beach North Phase 3 Unit 2, Parcel #04227-000R

Mr. Anderson shared that a Development Order was approval about a year ago and this is to be a portion of the approval for 262 units.

A Motion was made by Chris Karagiannis, second by Phil Earley, to recommend approval to the City Commission. All in favor; Motion passed 6-0.

Mr. Anderson shared that a recent ruling will allow the Commission to pass an Ordinance approving the PSJRA to approve plats that have already been approved.

Citizens to be Heard

No one from the public addressed the Board.

Discussion by Board Members

No one had any additional issues to discuss with the Board.

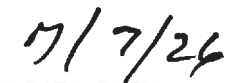
Motion to Adjourn

There was no further business to come before the PDRB and a Motion was made by Rawlis Leslie, second by Chris Karagiannis, to adjourn the meeting at 4:25 P.M. All in favor; Motion carried 6-0.


Charlotte M. Pierce, City Clerk


Date


Jay Rish, Chairman


Date

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <i>Rish, Jr William Joseph</i>		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <i>City of Port St. Joe Planning, Development, and Review Board</i>	
MAILING ADDRESS <i>P.O. Box 9</i>		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY <i>City Port St Joe</i>	COUNTY <i>Gulf</i>	☒ CITY ☐ COUNTY ☐ OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED <i>6-2-26</i>		NAME OF POLITICAL SUBDIVISION: <i>City of Port St. Joe</i>	
		MY POSITION IS: ☐ ELECTIVE ☒ APPOINTEE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, William J. Rish, Jr., hereby disclose that on 6-2, 2026:

(a) A measure came or will come before my agency which (check one or more)

- ☒ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____;
- ☐ inured to the special gain or loss of my relative, _____;
- ☐ inured to the special gain or loss of _____, by whom I am retained; or
- ☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

Date Filed

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.