

**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 4, 2026, at Noon.**

The following were present: Mayor Buzzett, Commissioners Hoffman, Kerigan and Langston. City Manager Jim Anderson, City Clerk Charlotte Pierce, Deputy Clerk Leigh Salter, and City Attorney Clinton McCahill were also present. Commissioner Lowry was absent.

Call to Order

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Kerigan, second by Commissioner Langston, to approve the Minutes of the Regular Meeting held July 21, 2026. All in favor; Motion carried 4-0.

City Attorney

Attorney McCahill shared that the letter to vacate the site of the future City Hall by September 1, 2026, had been received by the renter.

City Engineer – Josh Baxley

City Government Complex – Permit Status

FDEP Wastewater – Received. ERP Stormwater – RAI response has been accepted. FDOT Access – Received. FDOT Drainage Connection – RAI has been responded to. USACOE Dredge and Fill – Received RAI, Dewberry is working with City staff to respond to the alternative sites analysis request.

Downtown Alleys Drainage Improvements

Dewberry anticipates work to begin soon as the contractor has the pricing.

Avenue A Stormwater

The contractor is currently mobilizing equipment and materials to the site.

MLK CDBG

Dewberry is finalizing concepts this week to present to the City.

Core Park Restroom Facility

A Motion was made by Commissioner Kerigan, second by Commissioner Hoffman, to approve the bathroom layout location. All in favor; Motion carried 4-0.

Avenues C and D Resurfacing

The 90% plan set has been reviewed by City Staff. Dewberry is moving forward with finalizing the 100% design and specifications.

CEI Services Task Order Workforce Housing Road and Utilities

A Motion was made by Commissioner Langston, second by Commissioner Kerigan, to award the CEI Services Task Order in the amount of \$80,000 to Dewberry for the Workforce Housing Road and Utilities.

All in favor; Motion carried 4-0.

Old Business

City Projects

There were no questions about the City Projects.

Bay Savers – Mayor Buzzett

A Motion was made by Commissioner Kerigan, second by Commissioner Langston, to provide up to \$50,000 for the project.

Christy McElroy and Robert Branch spoke on this issue.

All in favor; Motion carried. 4-0.

New Business

Request to Utilize the Golf Course

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to allow Relative Race to utilize the Sixteenth Street Golf Course on September 29, 2026. A Hold Harmless Agreement will be required before approval is given for the use of the course.

Robert Branch and Christy McElroy spoke on this issue.

All in favor; Motion carried 40-0.

Fee Waiver Request Port St. Joe Garden Club

A Motion was made by Commissioner Kerigan, second by Commissioner Langston, to grant the Fee Waiver Request for the Port St. Joe Garden Club to have a flower show in the Centennial Building in March of 2027. All in favor; Motion carried 4-0.

Fee Waiver Request Christ Methodist Church Youth Group

A Motion was made by Commissioner Kerigan, second by Commissioner Hoffman, to grant the Fee Waiver Request for Christ Methodist Church Youth Group to use the STAC House on August 15, 2026. All in favor; Motion carried 4-0.

Meeting Minutes Commissioner Hoffman

A Motion was made by Commissioner Hoffman, second by Commissioner Kerrigan, to follow Florida Statutes when taking minutes for City Meetings.

Robert Branch spoke on this issue.

All in favor; Motion carried 4-0.

Reid Avenue Parking Mayor Buzzett

Mayor Buzzett shared that there is a need for paid parking on Reid. Merchants also feel that this is needed and it will generate revenue for the City.

Public Works – John Grantland

Surplus Property

A Motion was made by Commissioner Kerigan, second by Commissioner Langston, to delete item #5 and add items # 27 and 28 to the Surplus Property List. All in favor; Motion carried 4-0. The revised Surplus Property List is attached as Exhibit A.

Sewer Request Rish Family Market

A Motion was made by Commissioner Langston, second by Commissioner Kerigan, for the City to install the 4" Force Main Line to the property.

Robert Branch spoke on this issue.

All in favor; Motion carried 4-0.

Surface Water Plant - Larry McClamma

Mr. McClamma shared that soil is having to be provided before the foundation for the new St. Joe Beach tank can be installed.

Wastewater Plant – Riley Wolf

Wastewater Plant Improvements:

Engineering Contract

A Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to approve the Wastewater Treatment Plant Professional Services Contract with Dewberry in the amount of \$5,802,837. All in favor; Motion carried 4-0.

Grant Administration Contract

A Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to approve the Grant Administration Contract with CohnReznick in an amount not to exceed \$2.2 Million. All in favor; Motion carried 4-0.

Finance Director – Tiffany Giddens

FEMA Update

Mrs. Giddens did not have any major updates on FEMA.

Grants Reimbursement Update

Mrs. Giddens noted that the application time for the Septic to Sewer and Beach Hill Sewer Grants had closed. Residents utilizing the grants must have everything closed out by December.

Code Enforcement – John Cannon

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

Police Department – Chief Richards

Commissioner Langston asked about vandalism at the Washington Gym. Chief Richards responded that there are several cameras on site and there is footage of individuals doing the vandalizing.

2026 Surplus Items

1. 2015 Dodge Charger – Vin# 2C3CDXAG4FH806275
2. 2015 Ford Taurus – Vin# 1FAHP2MK2FG159503
3. 2016 Ford Explorer – Vin# 1FM5K7DH9GGB27173
4. 2018 Ford Explorer – Vin# 1FM5K8ARXJGC74323
5. 2020 Ford Explorer – Vin# 1FM5K8AB4LCA96785 remove- trade with Sherriff's Dept
6. 2007 Ford F250 – Vin# 1FDNF20548EA28676
7. 2003 Ford F150 – Vin# 2FTRF17W94CA21806
8. 2006 Ford Van – Vin# 1FTNE24L468B40876
9. 2006 Chevrolet 1500 – Vin# 1GCEK14V56Z277940
10. 2005 Chevrolet 2500 – Vin# 1GB8C24U45E215012
11. 1994 Isuzu Street Sweeper – Vin# JBDB4B1K157002759 (military surplus)
12. 1987 Ford Dump Truck – Vin# 1FD4U90L0JVA02269
13. 2008 Freightliner Vactor 2100 – Vin# 1FVCH3B78HV56944 (\$45,000.00 reserve)
14. Trailer #1 – 7' x 12' dual axel (no Vin or SN)
15. Trailer #2 – 7' x 12' dual axel (no Vin or SN)
16. Trailer #3 – 7' x 12' dual axel (no Vin or SN)
17. Trailer #4 – 5' x 8' single axel (no Vin or SN)
18. Trailer #5 – High top dual axel (no Vin or SN)
19. 2005 Dump Trailer 7' x 14' – Vin# 1Z9DJ14296J213571
20. Trailer mounted air compressor – Unit Model 150RPD0 (military surplus)
21. Trailer mounted welder – SN# C34335850164 (military surplus)
22. 1994 Vermeer Chipper – Vin# 1VR4130M10026
23. 2006 Cummings Generator – SN# J060985492 (salt water submerged)
24. 2005 Cummings Generator – SN# F050793639 (salt water submerged)
25. 2005 Cummings Generator – SN# F050793640 (salt water submerged)
26. 2005 Cummings Generator – SN# E090000861 (salt water submerged)
27. 5 Ton Cargo Truck 6X6 – ID# 23/03040 (military surplus)
28. 2000 GMC/Altec Bucket Truck – Vin# 1GDM7H1C51J501185

Addition

Port St. Joe Police Department

410 Williams Avenue, Port St. Joe, FL 32456



To: Jim Anderson, City Manager
From: Chief Jake Richards, Chief of Police
Date: July 29, 2026
Subject: Request to Exchange Surplus Vehicles Between the City of Port St. Joe and Gulf County Jail

I respectfully request authorization to complete an exchange of surplus vehicles between the City of Port St. Joe and the Gulf County Jail.

The proposed exchange is as follows:

Vehicle to be transferred from the City of Port St. Joe to the Gulf County Jail:

2020 Ford Explorer
VIN: 1FM5K8AB4LGA96785

Vehicle to be transferred from the Gulf County Jail to the City of Port St. Joe:

2018 Ford Explorer
VIN: 1FM5K8AR8JGC74322

The 2020 Ford Explorer currently owned by the City has been declared surplus and would be placed into service by the Gulf County Jail. In exchange, the City would receive the 2018 Ford Explorer, which has also been declared surplus by the Jail.

Your approval of this request is respectfully requested.

Respectfully,

Jake Richards

A handwritten signature in cursive script that reads "Jake Richards".

Chief of Police
Port St. Joe Police Department

14

City Clerk – Charlotte Pierce

Grants Update

Clerk Pierce did not have any specific updates on Pages 46 – 47, and shared Staff is working to close out the Centennial Building and Cape San Blas Lighthouse Grants.

Citizens to be Heard

Chester Davis and Robert Branch spoke to the Commission.

Discussion Items by Commissioners

Neither Commissioners Hoffman not Kerigan had any additional information to discuss with the Commission.

Commissioner Langston shared his concerns with parking issues behind City Hall. Staff will work on this; warnings and tickets will be issued to alleviate the problem. Mayor Buzzett suggested stickers for city employees.

Mayor Buzzett did not have any additional concerns to share with the Commissioners.

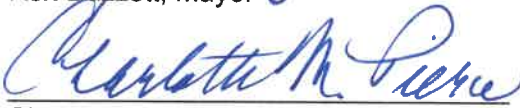
Motion to Adjourn

There was no additional business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:30 P.M.

Approved this 18th day of August 2026.


Rex Buzzett, Mayor

8/18/26
Date


Charlotte M. Pierce, City Clerk

8/18/26
Date