MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT 2775 GARRISON AVENUE, September 1, 2026, at Noon.

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

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 August 18, 2026, and the Budget Workshop also held on August 18, 2026.

All in favor; Motion carried 5-0.

City Attorney

Mr. McCahill did not have anything specific for the Commission.

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 – Dewberry is completing the response to the alternative sites analysis request and plan to submit this week.

Downtown Alleys Drainage Improvements

Dewberry has provided the entire plan set to the City for review and pricing by the contractor.

Avenue A Stormwater

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

MLK CDBG

This project is currently in design.

Core Park Restroom Facility

Dewberry is finalizing the 60% plans for City review.

Avenues C and D Resurfacing

Bid documents have been provided to the City.

Old Business

City Projects

Mayor Buzzett thanked City Staff for the percentage updates on each project.

Chief Richards is working on an RFP for downtown parking.

New Business

Royal American Change Orders Numbers Six and Seven

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to approve Change Order 6 in the amount of $54,755.28 and Change Order 7 in the amount of $49,811.44.

Marvin Davis spoke to the Commission on this topic.

All in favor; Motion carried 5-0.

Joint City - County Workshop September 14, 2026, at 10:00 A.M. Gulf to Bay Parkway

Mr. Anderson reminded the Commissioners of the Joint City/County Workshop on Monday, September 14, 2026, at 10 A.M., in the City Commission Chamber. He will extend an invitation to the St. Joe Company and the FL DOT to attend the meeting as well.

Budget Public Hearings September 10, 2026, and September 22, 2026, both at 5:01 P.M.

The Budget Public Hearings will be held on Thursday, September 10, 2026, and Tuesday, September 22, 2026, at 5:01 P.M. Mr. Anderson asked the Commissioners to mark their calendars for the meeting.

Resolution 2026-08 Workforce Housing Road and Utility Extension Grant

A Motion was made by Commissioner Kerigan, second by Commissioner Hoffman, to adopt Resolution 2026-28 Workforce Housing Road and Utility Extension Grant authorizing the Mayor or City Manager to enter into a contract agreement for the project.

All in Favor; Motion carried 5-0.

Public Works – John Grantland

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

Surface Water Plant - Larry McClamma

Mr. McClamma shared that a Building Permit was required by the County for the project and his department is working on this.

Wastewater Plant – Riley Wolf

Mr. Wolf noted that the plant is running and his department is going forward.

Finance Director – Tiffany Giddens

FEMA and Grants Reimbursement Updates

Mrs. Giddens did not have any updates on either of these items for the Commission today.

Code Enforcement – John Cannon

Demo Request

215 Tenth Street, 208 Seventh Street, 316 Sixth Street, 320 Avenue B

Mr. Cannon stated that he is working on these locations.

Police Department – Chief Richards

Chief Richards did not have any updates for the Commissioners.

City Clerk – Charlotte Pierce

Grants Update

Clerk Pierce noted the additions to the bottom of Page 11, and that a grant for $50,000,000 had been applied for by Two Hired Guns for the Wastewater Plant after the Agenda was printed on Friday. She also mentioned the Construction Completion percentages had been added to Pages 10 and 11.

Citizens to be Heard

The following individuals spoke to the Commission on various topics.

Jimmy Garcia, Chester Davis, and Skip Marlin.

Discussion Items by Commissioners

Neither Commissioners Hoffman, Lowry, Kerigan, Langston nor Mayor Buzzett had any additional concerns to be addressed today.

Motion to Adjourn

There was no additional business to come before the Commission and Mayor Buzzett adjourned the meeting at 12:36 P.M.

Approved this 15th day of September 2026.

Rex Buzzett, Mayor — 9/15/26 Date

Charlotte M. Pierce, City Clerk — 9/15/26 Date