

**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 15, 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 Lowry, second by Commissioner Kerigan, to approve the Minutes of the Workshop Meeting held September 1, 2026, and the Regular Meeting also held on September 1, 2026.

All in favor; Motion carried 5-0.

City Attorney

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

City Engineer – Josh Baxley

City Government Complex – Permit Status

All permits are in hand except the USACOE Permit. Dewberry is expecting to receive the USACOE review in the next few weeks.

Avenue A Stormwater

The contractor is currently laying the drainage discharge piping from the alley to N. Bay Street.

MLK CDBG

Dewberry is currently working on 30% design for a meeting with this City.

Core Park Restroom Facility

The 60% plans will be completed and sent to the City this week.

Avenues C and D Resurfacing

This project is out for bid.

Mr. Grantland shared that he had spoken with Patrick Farrell and approximately 98% of their property has been removed from the site.

Old Business

City Projects

There was no discussion of the items on pages 5 and 6.

RFP 2025-06 Washington Gym Roof Project

Burt Reed, representing Monolith Construction spoke to the Commission on this item.

This item was Tabled for further review.

New Business

Budget Public Hearing – September 22, 2026, at 5:01 P.M.

Mr. Anderson reminded the Commissioners of the meeting on Tuesday, September 22, 2026, at 5:01 P.M.

RFP 2026-04 Surplus Property

A Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to award the bids to the highest approved bidder. All in favor; Motion carried 5-0.

Public Works – John Grantland

A Motion was made by Commissioner Lowry, second by Commissioner Kerigan, to accept the Bridge Rehabilitation Quote from Webber Infrastructure Management, Inc., in the amount of \$ \$39,399.21. All in favor; Motion carried 5-0.

Surface Water Plant - Larry McClamma

RFP 2026-05 Chemicals

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to award the bids to Penco for Liquid Sulfate in the amount of \$563.56 per dry ton delivered; Odyssey in the amount of \$1.86 per gallon for Sodium Hypochlorite and Univar \$2.3075 per gallon for 50% Membrane Caustic Soda. All in favor; Motion carried 5-0.

Mr. McClamma shared that he is waiting on the Building Permit from the County for the St. Joe Beach site.

Wastewater Plant – Riley Wolf

Mr. Wolf noted the plant has been down most of the week, the filter parts are in, and they have been replacing filters and making upgrades.

Finance Director – Tiffany Giddens

FEMA

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

Grants Reimbursement Updates

Mrs. Giddens has submitted grant reimbursement requests and has been talking with TDC and County representatives about funding issues.

Code Enforcement – John Cannon

Mr. Cannon has mailed 16 letters to owners of structures that are not up to code.

Police Department – Chief Richards

Chief Richards shared his concerns about federal grant funds being locked up because of national issues, he is researching parking options, and the possibility of workshops on this issue.

City Clerk – Charlotte Pierce

Grants Update

Clerk Pierce noted there had been no major changes in pages 19 – 20.

Mayor Buzzett stated that he had read the historical information boards in Maddox Park, loved it, and suggested that 3 or 4 more boards be added to complete the history. He feels that we need to tell the history or it will be gone.

Citizens to be Heard

No one from the public spoke.

Discussion Items by Commissioners

Neither Commissioners Langston, Kerigan, nor Hoffman had any additional issues to discuss with the Commissioners.

Commissioner Lowry asked that after the Budget is resolve that several Workshops be held concerning the downtown parking.

Mayor Buzzett shared that he had visited the stage of Parker Park at Mexico Beach and that it was first class and beautiful. Commissioner Kerigan had already visited the park and been given the information on the park. Mayor Buzzett asked that Commissioner Kerigan put something together for around \$207,000 which was the cost of Parker Park for the Commission to look at.

Motion to Adjourn

There was no additional business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:05 P.M.

Approved this 6th day of October 2026.



Rex Buzzett, Mayor

10/6/26

Date



Charlotte M. Pierce, City Clerk

10/6/26

Date