

**City of Port St. Joe
Redevelopment Agency Board Regular Meeting
February 6, 2023 at 11:00 A.M.**

**Steve Kerigan
Rex Buzzett
Eddie Fields
Scott Hoffman**

**Eric Langston
Brett Lowry
Linda Bullock
Marvin Davis**

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

ROLL CALL OF THE BOARD

CONSENT AGENDA:

December 5, 2023 Regular Meeting Minutes

Pages 1-2

BUSINESS ITEMS

- **Meeting Schedule- Discussion**
- **Ave C & D Paving**

- **Citizens to be Heard**
- **Discussion by Board Members**
- **Motion to Adjourn**

Pages 3-4

***You are hereby notified that in accordance with Florida Statutes, you have the right to appeal any decision made by the Board with respect to any matter considered at the above referenced meeting. You may need to ensure that a verbatim record of the proceedings is made which may need to include evidence and testimony upon which the appeal is based.**

City of Port St. Joe
Redevelopment Agency Board
Regular Meeting
December 5, 2023

Minutes

Pledge of Allegiance and Moment of Silence

Roll Call of the Board

Present		Absent	
Board	Staff	Board	Staff
Eric Langston, Chairman Linda Bullock Rex Buzzett Eddie Fields Scott Hoffman Brett Lowry 11:10 A.M.	Jim Anderson Charlotte Pierce Mike Lacour Clint McCahill	Marvin Davis Steve Kerigan	

After ascertaining that a quorum was present, Chairman Langston called the meeting to order at 11:00 A.M. Marvin Davis notified staff that he would be unable to attend today's meeting.

Consent Agenda

Minutes

A Motion was made by Rex Buzzett, second by Eddie Fields, to approve the Minutes of the Regular Meeting of November 7, 2023. All in favor; Motion carried 5-0.

Business Items

Commissioner Lowry joined the meeting at 11:10 A.M.

Property Search Update

Discussion was held about various properties and City Staff will look at possible parking options on Avenue A.

Financial Update

Mr. Anderson will prepare an invoice for the City and one for the County for the TIF Money due to the PSJRA for the coming year.

Citizens to be Heard

Chester Davis offered that, if there is any available property on Avenue A for parking or purchase, the NPSJ PAC could possibly use some of their grant funds to purchase the property.

Discussion by Board Members

Ms. Bullock asked that a road and drainage issue near 179 Avenue D be checked.

Mr. Fields again asked about the \$400,000 from the county and Mr. Anderson once again reiterated that it was used for street paving which included Avenues C and D. He is also concerned about long trucks obstructing driving on Reid Avenue. Mayor Buzzett referenced the new parking ordinance and that it is being enforced.

Neither Mayor Buzzett nor Commissioner Lowry had any additional concerns to share.

Commissioner Hoffman questioned the requirements for the frequency of meetings. City Staff will research this issue.

Chairman Langston asked about additional Christmas lights for MLK Blvd. Mr. Anderson noted the lack of power to several poles and that lighted decorations run around \$2,000 per piece. He and Mr. Anderson will look at the area together.

Motion to Adjourn

A Motion was made by Mayor Buzzett, second by Commissioner Lowry, to adjourn the meeting at 11:40 A.M.

Approved this _____ day of _____, 2024.

Eric Langston, PSJRA Chairman

Date

Charlotte M. Pierce, City Clerk

Date

Date of Issuance: _____ Effective Date: _____
 Owner: **City of Port St. Joe** Owner's Contract No.: _____
 Contractor: **American Sand and Asphalt, LLC** Contractor's Project No.: _____
 Engineer: **Dewberry Engineers Inc.** Engineer's Project No.: **50146260**
 Project: **Avenue C & D Resurfacing Project** Contract Name: _____

The Contract is modified as follows upon execution of this Change Order:

Description: Increase in Contract Price of \$17,390.00 due to Asphalt patch quantity increase.

Attachments: *[List documents supporting change]*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>449,499.70</u>	Original Contract Times: Substantial Completion: <u>April 3, 2023 (90 days)</u> Ready for Final Payment: <u>May 3, 2023 (120 days)</u> days or dates
[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: \$ <u>N/A</u>	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: <u>N/A</u> Ready for Final Payment: _____ days
Contract Price prior to this Change Order: \$ <u>449,499.70</u>	Contract Times prior to this Change Order: Substantial Completion: <u>April 3, 2023 (90 days)</u> Ready for Final Payment: <u>May 3, 2023 (120 days)</u> days or dates
[Increase] [Decrease] of this Change Order: \$ <u>17,390.00</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>N/A</u> Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: \$ <u>466,889.70</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>April 3, 2023 (90 days)</u> Ready for Final Payment: <u>May 3, 2023 (120 days)</u> days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: _____ Engineer (if required)	By:  Owner (Authorized Signature)	By: _____ Contractor (Authorized Signature)
Title: _____	Title: <u>City Manager</u>	Title: _____
Date: _____	Date: <u>1/19/23</u>	Date: _____
Approved by Funding Agency (if applicable)	<u>Approved by C.C. on 1/17/23</u> 	
By: _____	Date: _____	
Title: _____		



Dewberry Engineers Inc. | 850.227.7200
324 Marina Drive | 850.227.7215 fax
Port Saint Joe, FL 32456 | www.dewberry.com

January 13, 2022

Mr. Jim Anderson, City Manager
City of Port St. Joe
305 Cecil G. Costin Sr. Blvd.
Port St. Joe, FL 32456

RE: Ave. C, D and Williams Ave. Parking Resurfacing– Professional Services

Dear Mr. Anderson:

It is our understanding that the City wishes to resurface Avenue C from MLK to Peters St. (0.3 miles) and Avenue D from MLK to Peters St (0.3 miles) as well as pave the City parking areas on Williams Ave. It is also our understanding that the City has requested a proposal from Dewberry Engineers Inc. (Dewberry) to provide the professional services associated with this project. Dewberry is pleased to provide this proposed Task Order to provide these services. **Exhibit A** contains a detailed Task Order with a description of the scope of services for the pre-construction design services. Dewberry proposes to provide these services for a fee of **\$34,743.00**

If you have any questions, please give me a call at 850.693.2181.

Sincerely,

A large, stylized handwritten signature in black ink, appearing to read "JBaxley".

Josh Baxley, P.E.
Associate, Branch Manager