

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT  
2775 GARRISON AVENUE, May 7, 2024, at Noon.**

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

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commission Kerigan, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of April 16, 2024, and the Emergency Meeting of April 26, 2024. All in favor; Motion carried 5-0.

**Planning Board Recommendations**

*Ordinance 609 - Butler Bay Road PUD, Second Reading and Adoption*

Ray Greer, the advocates representative, clarified the history of the PUD. A Motion was made by Commissioner Hoffman, seconded by Commissioner Lowry, to adopt Ordinance 609 after removing multi-family verbiage from Section 4 A. All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 609 by Title only.

**City Engineer**

*City Complex – Task Order*

No one from Dewberry Engineering was present today. Mr. Anderson shared that they are currently working on the civil side of the project and the architect will be reviewing the plans. A Motion was made by Commissioner Lowry, second by Commissioner Kerigan, to approve the Task Order in the amount of \$91,290. All in favor; Motion carried 5-0.

**City Attorney**

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

**Old Business**

*City Projects*

Mr. Anderson shared that the FDEM Grant for lift stations is close to being ready for bid. Phase I of the Commercial District Waterline Replacement is nearing completion. Work is progressing on the back side of Clifford Sims Park. The pipe has been installed on Avenue F and the road should be opened Thursday.

## **New Business**

### *Splash Pad and Skate Park – Commissioner Langston*

Commissioner Langston requested that he be allowed to organize a committee of young adults to explore and prioritize ideas for needed entertainment in Port St. Joe. A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, for Commissioner Langston to organize the committee. All in favor; Motion carried 5-0.

Christy McElroy reminded the Commission that Superintendent Jim Norton has offered to lease school board property for a skate park.

## **Public Works – John Grantland**

### *RFQ 2024-09 Planning Services Downtown Waterlines Replacement Phase II (Handout, bids close on May 3, 2024)*

Mr. Grantland requested that this item be Tabled as City Staff and Dewberry are still reviewing the bids.

## **Surface Water Plant – Larry McClamma**

### *2023 CRR Report*

Mr. McClamma shared that the City passed the DEP CCR Testing and there were no violations of our primary water quality standards in 2023. Mayor Buzzett congratulated Mr. McClamma and the Surface Water Plant Employees on their accomplishment.

## **Wastewater Plant – Joe Harris**

Mr. Harris shared there is 14" of freeboard in the pond, and training is ongoing for the recently purchased Telehandler.

### *Request to Purchase a Godwin 8" Pump on State Contract*

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to approve the purchase of the Godwin 8" Pump that is on state contract in the amount of \$81,274.01. All in favor; Motion carried 5-0. This is a budgeted item.

### *RFP 2024-07 Bar Screen Replacement*

A Motion was made by Commissioner Kerigan, second by Commissioner Lowry, to approve RFP 2024-07 from K-Machine Industrial in the amount of \$274,018. All in favor; Motion carried 5-0.

## **Finance Director – Mike Lacour**

### *FEMA*

Mr. Lacour reported there is no change in the Clifford Sims Park funds.

### *Grants Reimbursement Updates*

Mr. Lacour shared that \$1 Million in reimbursement was received in April and there is still \$750,000 outstanding in reimbursements.

### **Code Enforcement**

Mr. Anderson noted that letters have been sent to owners of junk vehicles and hearings before the magistrate will be held in June and July on these cases.

Commissioner Hoffman asked for an update on the lot on Garrison Avenue that has dead trees and the Concrete Plant as you come into town. Mr. Anderson said these have been turned over to the Code Enforcement and he will follow up on them.

### **Police Department – Chief Richards**

Chief Richards did not have any updates for the Commission.

### **City Clerk – Charlotte Pierce**

#### *Current Grants Update*

There were no questions about the current grants and Clerk Pierce shared that City Staff continues to work on compliance and grant opportunities.

### **Citizens to be Heard**

*Debra Mays*, representing the Gulf County Citizens for a Healthier Future, asked for the Commission's support in opposing the oil exploration in the Apalachicola Region which is up stream of the City's drinking water supply.

Mayor Buzzett asked that a Letter of Support opposing the drilling be on the Agenda for the next meeting.

*Christy McElroy* suggested writing letters of opposition to Senator Corey Simon. She requested that pervious signs along the walking trail be re-installed.

### **Discussion Items by Commissioners**

*Neither Commissioners Langston, Kerigan, nor Lowry* had any additional items to discuss.

Commissioner Hoffman noted that he would be representing the City at the 2:00 P.M. TDC Meeting today and would be asking for support and a partnership for funding of bathrooms in the Core Park Area. He would also like to talk with representative of First Baptist Church about the possibility of purchasing that property.

*Mayor Buzzett* shared that the Centennial Building remodeling is coming along well, and he would like to have a grand re-opening and possible fund raiser in August. He would like to include a band of long-standing as well as local talent.

**Motion to Adjourn**

There was no other business to come before the Commission, and Mayor Buzzett adjourned the meeting at 12:48 P.M.

Approved this 21<sup>st</sup> day of May 2024.

*Rex Buzzett*  
Rex Buzzett, Mayor

*Charlotte M. Pierce*  
Charlotte M. Pierce, City Clerk

5/21/24  
Date

5/21/24  
Date