

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT  
2775 GARRISON AVENUE, June 18, 2024, at Noon.**

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

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Kerigan, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of June 4, 2024. All in favor; Motion carried 4-0.

**City Engineer**

*City Street Resurfacing*

The project is at 90% completion and Dewberry is having someone look at the core of 10<sup>th</sup> Street as there are some questions about it.

*City Government Complex*

The Master Plan has been provided to the architect and Mr. Baxley has spoken with Mr. Scott about the plan.

*Monument Avenue*

The plans for this project are 100% complete.

*Beacon Hill Sewer*

Mr. Baxley and Mr. Grantland are reviewing the final as-builts for this project.

*Allen Memorial Way SCOP Grant*

Comments have been received from FDOT and Dewberry is working on the 100% response.

*Downtown Utilities Phase 2*

A Pre-construction meeting is scheduled for June 20<sup>th</sup> and FDEP will be attending the meeting.

*HMGP Grant – Elevation of 12 Lift Stations*

This project is out for bid.

*2<sup>nd</sup> Street Parking*

This project is under construction.

## *Wastewater Sprayfield Expansion CEI*

The project is under construction and Dewberry is following up on it.

### **City Attorney**

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

### **Old Business**

#### *Point Broadband Presentation – Jordan Becker*

Mr. Becker shared that Point Broadband will begin work in the City and will be providing service for residents and businesses.

#### *City Projects*

Mr. Anderson shared that Coastal Design has started the planting of flowers on Monument Avenue between 3<sup>rd</sup> and 4<sup>th</sup> Streets for Phase I of the FDOT Grant.

#### *July 4<sup>th</sup> Fireworks*

Fireworks will begin at 10 P.M. from the Frank Pate Boatramp. The TDC provided additional funds for fireworks this year which will enhance the show.

### **New Business**

#### *FLC Annual Conference*

The annual conference will be held August 15 – 17 this year and Commissioner Kerigan volunteered to be the voting delegate for the City.

#### **Public Works – John Grantland**

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

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

Mr. McClamma did not have any additional information for the Commissioners.

#### **Wastewater Plant – Kevin Pettis**

##### *Bar Screen Replacement Task Order*

A Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to approve the Bar Screen Replacement Task Order with Dewberry in the amount of \$25,000. All in favor, Motion carried 4-0.

Mr. Pettis shared there is 9" of freeboard in the pond. The plant has been wrestling with keeping the filters clean and had resumed spraying as of Monday.

## **Finance Director – Mike Lacour**

### *FEMA*

Mr. Lacour will seek reimbursement when the Clifford Sims Park Project has been completed.

### *Grants Reimbursement Updates*

FRDAP has made their visit to the parks and noted the need for signage stating when the parks are open. Once proof of the signage is provided, reimbursement will be made.

## **Code Enforcement**

Mr. Anderson noted there are 27 – 28 substandard structures in town and these are being addressed with the owners.

*Tan Smiley* shared his thoughts on property being demolished.

### *Demo Request*

A Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to assist with the voluntary demolition of the following properties. All in favor; Motion carried 4-0. A Lien for the cost of tipping fees will be attached to the property and the county will do the demolition.

*253 Avenue E, Parcel #05885-000R – Eric K. McNair*

*170 Avenue F, Parcel #05860-000R – Patricia and Stephanie Leslie*

*305 Avenue B, Parcel #05970-000R – Arthur L. Walker and Helen Yvonne Bridges*

*186 Avenue E, Parcel #05828-000R – Santana Harris and Wilhelmina Williams*

## **Police Department – Chief Richards**

Chief Richards shared that parking downtown is a nightmare. The department has been issuing tickets and some violators have been indignant about their ticket. Faded diagonal lines will be repainted so drivers will be aware that is a no parking area.

Mayor Buzzett noted the need to amend the Parking Ordinance and asked Attorney McCahill to begin reviewing it.

## **City Clerk – Charlotte Pierce**

### *Current Grants Update*

Clerk Pierce shared that compliance, reports, and grant reviews are on-going. She also reminded the Commissioners that their Form 1 Reports are due shortly.

## **Citizens to be Heard**

*Robert Branch* again shared his concerns about vehicles parking on Marvin Avenue for ball games.

*Christy McElroy* shared her concerns about the traffic coming into Port St. Joe, the well designed Honeyville Ball Park, and water issues with the County. She volunteered to provide a copy of the County water document she was referencing to Mayor Buzzett.

*Charles Gathers* voiced his concerns about homes being demolished and the need for policy and procedures prior to doing this. Mr. Anderson noted that there are policies and procedures, Code Enforcement has them, and a voluntary request for demolition of homes has been made for the residents listed above.

*Tan Smiley* asked about air conditioning at the Washington Gym. Mr. Anderson shared that repairs had been made and as of yesterday everything was up and running.

Mr. Smiley asked that an additional bathroom be added to Peters Park and not be locked during the day. Mr. Anderson noted there are 3 bathrooms there, the Workforce Board has keys for the bathrooms, and they are to unlock and lock by them daily.

### **Discussion Items by Commissioners**

*Commissioner Hoffman* expressed his appreciation to the voters for returning him to office for another term without opposition.

He also shared information he received from Kim Bodine concerning the Summer Program at the Washington Site. There were 175 available spaces for the summer program, any child that had a completed application by the due date was not turned away. Currently there are 137 participants attending the program and the only child that was denied was one who is visiting from another area. No local students have been turned away.

*Commissioner Kerigan* did not have any additional items to share with the Commission.

*Commissioner Langston* stated that he supports proving for local students first, the Washington Gym Program is a great summer program, and that he supports Mrs. Bodine and the program. He also invited everyone to the Juneteenth Celebration Saturday.

*Mayor Buzzett* congratulated Commissioners Hoffman and Lowry on being unopposed for another term and stated that he is looking forward to working with them.

### **Motion to Adjourn**

There was no other business to come before the Commission, and Mayor Buzzett adjourned the meeting at 1:20 P.M.

Approved this 2<sup>nd</sup> day of July 2024.

  
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Rex Buzzett, Mayor

7/3/24  
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Date

  
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Charlotte M. Pierce, City Clerk

7/3/24  
\_\_\_\_\_  
Date