

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT  
2775 GARRISON AVENUE, July 2, 2024, at Noon.**

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

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Kerigan, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of June 18, 2024. All in favor; Motion carried 4-0.

**City Engineer**

*Beacon Hill Sewer*

As-Builts were provided to the City, comments have been sent to the contractor.

*Allen Memorial Way SCOP Grant*

100% plans have been provided to the City and the project is ready for bid.

*Downtown Utilities Phase 2*

The pre-construction meeting has been held. There are Buy / Build America requirements in this project and the materials list has been sent to the state for their approval.

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

There are no known issues with this project.

*City Government Complex*

Mr. Baxley has provided the Site Master Plan to the architect and is waiting on his response.

*HMGP Grant – Elevation of 12 Lift Stations*

The Bid date for this project is July 31, 2024. Dewberry is receiving requests for plan sets.

*Monument Avenue*

Plans are 100% complete and are ready for bid.

*Roadways*

This project is 90% complete and Dewberry is waiting for the Geotech on 10<sup>th</sup> Street.

## **City Attorney**

Mr. McCahill thanked the Commissioners and City Staff for their help with the Turtle Festival this past weekend.

### *Resolution 2024-05, FRS Loan Agreement – Lead Service Lines Project*

A Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to enter into this agreement. All in favor; Motion carried 4-0.

## **Old Business**

### *City Projects*

Mr. Anderson noted that the water line work on Marina Drive is wrapping up, Clifford Sims Park is nearing completion, and the Centennial Building looks very, very good.

### *July 4<sup>th</sup> Fireworks On the 4<sup>th</sup> at 10:00 P.M., launched from the Boat Ramp*

Mr. Anderson reminded everyone of the fireworks and shared that the TDC has given additional funding, and the show should be very good. Everything is ready for the Street Dance in North Port St. Joe on July 3<sup>rd</sup>.

## **New Business**

### *2024 – 2025 Tentative Millage Rate*

Mike Lacour provided the first draft of the 2024 – 2025 budget for the Commissioners. Mr. Anderson noted that the current millage rate is 3.5914 and has not changed in more than 15 years. He asked the Commissioners to be prepared to make a decision at the next Commission meeting concerning the Tentative Millage Rate for FY 2024 – 2025. The first Budget meeting will be held at 11 A.M. on Tuesday, July 16, 2024.

### *2024 – 2025 Budget Update*

Mr. Anderson shared that the new ISO Ratings will be coming up shortly, and he anticipates that a full-time fire department will be coming in the next few years. The cost to fund a full-time fire department will possibly increase taxes around \$500 per parcel.

Commissioner Hoffman, and Mayor pro tem Lowry, shared that they favor a fire tax as opposed to increasing taxes.

### *Surplus Property*

A Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to receive sealed bids for the listed items as surplus with the following stipulations. The vehicle of their choice be given to Men in Action; a portion of the funds received from the sale will be divided equally between the Gulf County Public Library and Career Source to hire a youth age counselor for the summer program to replace the funds cut by the duPont Foundation. All in favor; Motion carried 4-0. Mr. Anderson asked if the Men in Action is a 501c 3 organization and stated that needs to be determined before a donation is made. Motion carried 4-0. The Surplus Property is attached as Exhibit A.

## **Public Works – John Grantland**

Mr. Grantland did not have anything to share with the Commissioners.

## **Surface Water Plant**

Mr. McClamma was running the plant and unable to attend the meeting. Mr. Anderson shared that the meeting with the Northwest FL Water Management District last Friday went well. He anticipates that a lot of water will be used this weekend with so many people in town.

## **Wastewater Plant**

Lead Operator, Joe Harris, noted there is one foot of free board in the lagoon, the plant is discharging, and will have to close down for filter cleaning.

## **Finance Director – Mike Lacour**

*FEMA* Mr. Lacour is still waiting to close the Clifford Sims Park Grant before applying for reimbursement.

### *Grants Reimbursement Updates*

FRDAP Representatives have completed their inspection, and Mr. Lacour believes they have submitted their request for funds to be released.

## **Code Enforcement**

Mr. Anderson shared there has been quite an improvement in the appearance of town as cars have been moved, several dilapidated homes have been taken down, and a lot of grass has been cut.

## **Police Department – Chief Richards**

### *JAGC Program Funds*

A Motion was made by Commissioner Kerigan, second by Commissioner Langston, to apply for the JAGC Program Funds. All in favor; Motion carried 4-0.

## **City Clerk – Charlotte Pierce**

### *Current Grants Update*

Clerk Pierce shared that compliance, reports, and grant reviews are on-going.

## **Citizens to be Heard**

No one from the public spoke.

## **Discussion Items by Commissioners**

*Commissioner Kerigan* shared that the police department will be pushed to the limit this week and offered the assistance of the Commission if they could help in any way.

Chief Richards shared that Chester Davis had asked that, in the future, Freaknik events not be held in Port St. Joe at the same time anything else is being held. Mr. Davis feels that this is a conflict with the Street Dance this year.

Commissioner Langston did not have any issues for discussion and wished everyone a safe Fourth of July.

Commissioner Hoffman noted that most of the world is taking Friday off and he would like to give the City employees the day off. A Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to include Friday as an additional Fourth of July Holiday this year. This would allow the employees that are required to work to receive holiday pay for Friday. All in favor; Motion carried 4-0.

Mayor pro tem Lowry congratulated the Girls'10 U Softball team for winning state and shared that they would be going to world. There will be a fund raiser on July 4 and 5 to help defray expenses.

**Motion to Adjourn**

There was no other business to come before the Commission, and Mayor pro tem adjourned the meeting at 12:35 P.M.

Approved this 16<sup>th</sup> day of July 2024.

Rex Buzzett  
Rex Buzzett, Mayor

7/16/24  
Date

Charlotte M. Pierce  
Charlotte M. Pierce, City Clerk

7/16/24  
Date

**Vehicle Surplus List Public Works  
6-26-24**

1. 2008 Ford F250 Utility Body – 1FDSW21518ED12724 (Does not run)
2. 2006 Ford F350 Super Crew – 1FTWW31P66EC94098 (Does not run)
3. 2003 Ford F150 – 2FTRF17W94CA21806 (Runs)
4. 2006 Chevrolet 2500 Utility Body – 1GBHC24U96E133097 (Runs needs work)
5. 2008 Ford Taurus – 1FAHP24W18G162401 (Runs)

**Vehicle Surplus List City Hall**  
**6-26-24**

1. 2015 Dodge Charger- 2C3CDXAG4FH806275 (Runs) 122,878 miles

**Vehicle Surplus List City Hall  
6-26-24**

1. 2010 Ford Fusion Hybrid- 3FADPOL30AR340534 (Runs)