

August 5, 2025
Regular Meeting
12:00 Noon
****Budget Meeting 11:00 A.M.****

City Commission Chambers
2775 Garrison Avenue
Port St. Joe, Florida



City of Port St. Joe

Rex Buzzett, Mayor-Commissioner
Eric Langston, Commissioner, Group I
Steve Kerigan, Commissioner, Group II
Brett Lowry, Commissioner, Group III
Scott Hoffman, Commissioner, Group IV

[All persons are invited to attend these meetings. Any person who decides to appeal any decision made by the Commission with respect to any matter considered at said meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The Board of City Commission of the City of Port St. Joe, Florida will not provide a verbatim record of this meeting.]

BOARD OF CITY COMMISSION

Regular Public Meeting

12:00 Noon

August 5, 2025

Call to Order

Consent Agenda

Minutes

- **Regular Meeting 7/15/25**

Pages 1-7

City Engineer

- **Update**

City Attorney

- **Resolution 2025-11 Core Park Restrooms Grant**
- **Ord. 618 H & K Holdings- Annexation Request**
 - **Public Hearing, 2nd Reading & Adoption**
- **Ord. 619 H & K Holdings- Small Scale & Rezoning Request**
 - **Public Hearing, 2nd Reading & Adoption**
- **Ord. 620 Gulf Coast State College- Rezoning Request**
 - **Public Hearing, 2nd Reading & Adoption**

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Pages 9-22

Pages 23-53

Pages 54-65

Old Business

- **City Projects**

Pages 66-67

New Business

- **Duren Property Proposal**
- **Williams Ave Property**
- **City Commission Bldg. Roof**
- **Donation Policy**
- **August 19th Commission Meeting**

Pages 68-70

Public Works

- **Bent Tree Road Sewer Project**

Pages 71-72

Surface Water Plant

- **Update**

Wastewater Plant

- **Update**

Finance Director

- **FEMA- Update**
- **Grants Reimbursement- Update**

Code Enforcement

- **Update**

Police Department

- **Update**

City Clerk

- **Grants- Update**
- **Ghost on the Coast**

Pages 73-74

Citizens to be Heard

Discussion Items by Commissioners

Motion to Adjourn

**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 15, 2025, 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 Commissioner Lowry, second by Commissioner Kerigan, to approve the Minutes of the Regular Meeting of July 1, 2025. All in favor; Motion carried 5-0.

2025-2026 Insurance – Dwight Van Lierop (Moved up from New Business)

Mr. Van Lierop provided handouts of the City's Large Group Claim information and the Workers Compensation Experience Rating. He noted that the At Risk Conditions based on Pharmacy Related Groups is elevated but there will be a savings of 28% in Workers Compensation Premiums.

He has currently been quoted a 6.8% increase in Florida Blue Health Insurance rates and hopes to have confirmation of only a 4.7% renewal rate by Close of Business today.

Planning Board Recommendations

410 Reid Avenue: Parcel #04794-000R, BKS Land Holdings LLC, Special Exception for Density to Allow 2 Residential Units above the Commercial Use; Development Order Request

A Motion was made by Commissioner Kerigan, second by Commissioner Lowry, to approve the recommendation of the Planning Board for the Special Exception and Development Order. All in favor; Motion carried 5-0.

Bill King, representing BKS Land Holdings, LLC, thanked the Commission for their approval and stated they were looking forward to being a part of the City.

Windmark Beach North Phase 3 West Unit 1 Plat Approval (43 Lots)

Mr. Novak retained the services of a court reporter for this item.

A Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, for the Plat approval of 43 of the previously approved 197 lots in Unit 1 under the Development Order.

Gulf County Attorney, Jeremy Novak, shared his thoughts on this.

All in favor; Motion carried 5-0.

City Engineer – Josh Baxley

City Government Complex

We are still waiting on the architect for the final building footprint. The proposed Civil Design and Permitting Schedule that will be used once the building footprint is provided was reviewed.

Downtown Utilities Phase 2

Alley paving is complete, and the contractor is working on the tie-ins along First Street.

HMGP Grant – Elevation of 12 Lift Stations

Dewberry is waiting on approval to issue contract documentation.

Alley between Bay and Harbor Streets

Dewberry is taking spot shots along the ditch at Bay Street this week.

City Attorney

Ordinance 617 Comprehensive Plan Update: Second Reading and Adoption

A Public Hearing was held for Ordinance 617. Mayor Buzzett asked if anyone present wished to speak on the Ordinance. No one from the public wished to speak on Ordinance 617.

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to adopt Ordinance 617.

Ray Greer updated the Board on the Comprehensive Plan. The state has reviewed the plan, they required a slight modification and have returned it for the City's consideration, and once approved, it will go back to the state for final approval.

All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 617.

Ordinance 618 H & K Holdings: Voluntary Annexation Request; First Public Hearing and First Reading

Mr. Novak retained the services of a court reporter for this item.

A Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to have the Public Hearing and First Reading of Ordinance 618.

Commissioner Lowry stated that he would be voting no because of the current lawsuit with the County and he did not want another lawsuit.

A Public Hearing was held for Ordinance 618. Mayor Buzzett asked if anyone present wished to speak on the Ordinance.

Attorney McCahill stated this was a Quasi-judicial hearing and reminded the Commissioners they should refrain from answering any questions about the previous annexation due to being in litigation with the County.

Ray Greer shared that the property is a voluntary annexation of a 2.5 acre section located off Industrial Road that is completely surrounded by the incorporated boundaries of the City of Port St. Joe. In response to a question from Commissioner Hoffman, he stated that this annexation is consistent with all requirements for voluntary annexation under F.S. 171 in that it is contiguous, compact and does not create an exclave, but fixes a current enclave, and that the City currently

provides utilities (water and sewer) to the area this property is located. It is consistent with FS 171 and 163. The County designation for the property on their Future Land Use and is residential.

Attorney McCahill provided City Ordinances 279 and 358 as well as Gulf County Resolution 2016-42 for the Record.

The following individuals shared their opinions on Ordinance 618: Robert Branch, Attorney Jeremy Novak, Charles Gathers, and Chester Davis.

Commissioners Hoffman, Kerigan, Langston, and Mayor Buzzett voted yes with Commissioner Lowry voting no. Motion passed 4-1.

Attorney McCahill read Ordinance 618 by Title only and placed in the Record City of Port St. Joe Ordinances 358 and 279 as well as Gulf County Board of County Commissioners' Resolution 2016-42.

Ordinance 619 H & K Holdings; Small Scale and Rezoning Request; First Public Hearing and First Reading

Mr. Novak retained the services of a court reporter for this item.

A Motion was made by Commissioner Hoffman. After no second from the other Commissioners, Mayor Buzzett passed the gavel to Mayor pro tem Lowry to second the Motion to have the Public Hearing and First Reading of Ordinance 619.

Commissioner Lowry stated that he would be voting no because of the current lawsuit with the County and he did not want another lawsuit.

A Public Hearing was held for Ordinance 619. Mayor pro tem Lowry asked if anyone present wished to speak on the Ordinance.

The following individuals shared their opinions on Ordinance 618: Robert Branch, Attorney Jeremy Novak, and Ray Greer.

Mr. Anderson shared that the density component for the City in R-3 is 15 units per acre.

Ray Greer acknowledged that the County density requirements are different as they create PUDs and allow for more density per acre. He referenced the 130 units being built near the Commission Chambers as well as other PUDs in the area. Mr. Greer stated that the City is following F.S. 163.

Mr. Greer shared that this would allow for 30 units on the property that was platted for 12 subdivision lots on a 1938 map.

Commissioners Hoffman, Kerigan, Langston, and Mayor Buzzett voted yes with Commissioner Lowry voting no. Motion passed 4-1.

Attorney McCahill read Ordinance 619 by Title only.

Ordinance 620 Gulf Coast State College: Rezoning Request; First Reading

A Motion was made by Commissioner Lowry, second by Commissioner Kerigan, to have the Public Hearing and First Reading of Ordinance 620.

A Public Hearing was held for Ordinance 620. Mayor Buzzett asked if anyone present wished to speak on the Ordinance. No one from the Public wished to speak on this item.

Alex Schroth, Northstar Engineering Services, shared the plans for the Re-zoning request changing the designation from Commercial C-1 and Residential R-1 to Public. He noted the expansion would allow for 2-3 classrooms in 1 building on approximately 11,000 sq. ft.

All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 620 by Title only.

Ordinance 621 Smoke Shope: Second Reading and Adoption

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to have the Public Hearing, Second Reading and Adoption of Ordinance 621 with revisions made to Section 4 (d) requested by Commissioner Hoffman. A Public Hearing was held for Ordinance 621. Mayor Buzzett asked if anyone present wished to speak on the Ordinance. No one from the Public wished to speak on this item.

All in favor; Motion carried 5-0.

Mr. McCahill read Ordinance 620 by Title only.

Old Business

City Projects

Mr. Anderson shared that 1 of the Downtown tie ins were made last night and there are 3 major tie ins to be completed.

Four Way Stop Signs

A Motion was made by Commissioner Langston, second by Commissioner Kerigan, to add 4 Way Stop Signs on Garison Avenue at Tenth and Sixteenth Streets and on Avenue A at Battles Street with a 3 Way Stop on Avenue A and Broad Street.

Motion passed 4-1 with Commissioners Hoffman, Kerigan, Langston, and Mayor Buzzett voting yes and Commissioner Lowry voting no.

New Business

2025-2026 Insurance – Dwight Van Lierop

This item was moved to the beginning of the meeting.

PSJ Dixie Softball League Donation Request

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to contribute \$500 to the request and directed City Staff to come up with a policy for such requests. All in favor; Motion carried 5-0.

Mr. Anderson recommended a Line Item in the 2025-2026 Budget to reflect this expenditure in the future.

Duren Property Proposal

The City has not received the requested Appraisal for this property.

Williams Avenue Property

City Staff was directed to obtain an Appraisal on this property.

DR-420 Preliminary Millage Rate FY 2025-2026

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to set the Preliminary Millage Rate at 3.5914. All in favor; Motion carried 5-0. The City's Millage Rate has remained the same for many years and there will be no change in it this year.

Assistant Finance Director – New Position Request

A Motion was made by Commissioner Lowry, second by Commissioner Kerigan, to approve a new Assistant Finance Director position. All in favor; Motion carried 5-0. Mr. Lacour will be retiring next year, and this will allow time for a new person to train with him.

Public Works – John Grantland

FDOT Maintenance Agreement – Highway 98 Crosswalks

A Motion was made by Commissioner Kerigan, second by Commissioner Hoffman, to approve the agreement. All in favor; Motion carried 5-0.

Surface Water Plant

Mr. McClamma was out, and Mr. Anderson shared that the plant will begin working on the Water Reuse Construction Project. This is being funded through a Northwest Florida Water Management Grant in the amount of \$80,000.

Wastewater Plant – Joe Harris

Request to Purchase Filters – Sole Source

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to purchase the OMT series 3166s filters and gaskets from Evoqua Technologies Corporation as they are the Sole Source provider for this filter in the amount of \$95,978. All in favor; Motion carried 5-0. There is money in the budget for this item.

Finance Director

FEMA Update

Mr. Lacour shared that he had been notified by FEMA that this is moving forward.

Credit Card Resolution (Handout)

A Motion was made by Commissioner Kerigan, second by Commissioner Lowry, to increase the Centennial Bank Credit Card Limit from \$15,000 to \$25,000. All in favor; Motion carried 5-0.

CDBG-DR Grant Amendment (Handout)

A Motion was made by Commissioner Lowry, second by Commissioner Kerigan, to approve Amendment #4. All in favor; Motion carried 5-0.

Grants Reimbursement Update

Reimbursement of the SRF Downtown Waterline Project is expected soon.

Mr. Lacour shared that Dwight Van Lierop had sent a text stating that Florida Blue has confirmed the renewal rate increase will be 4.7% for the 2025-2026 Fiscal Year. Mayor Buzzett commended Mr. Van Lierop for his efforts to reduce the original increase quote from 12% to 4.7%

Code Enforcement

Mr. Anderson shared that an applicant has been selected, and City Staff is handling the preemployment requirements with the applicant.

He also noted that County Commission Chairman Quinn is checking on the 6 houses that the County has committed to helping with the demolition of.

Police Department – Chief Richards

Chief Richards shared that on July 3rd LPK records showed 16,000 vehicles had entered the City.

City Clerk – Charlotte Pierce

Grants Update

Clerk Pierce noted there had been no changes in the Grants on pages 148 – 149.

She reminded Commissioners Hoffman and Lowry of the Logic and Accuracy Testing tomorrow at 9:30 A.M., in the Gulf County Supervisor of Elections office. Commissioner Lowry agreed to attend the meeting.

Clerk Pierce introduced Carrie Fodge as the new Deputy Clerk. Mrs. Fodge has many years of experience in Personnel and other Human Resource areas.

Citizens to be Heard

The following individuals shared their opinions on various topics. Charles Gathers, Terry O'Neal, and Robert Branch.

Discussion Items by Commissioners

Neither Commissioners Hoffman, Langston, nor Lowry had any additional items to share with the Commission.

Commissioner Kerigan has spoken with representatives of the Jessie Ball duPont Foundation, and they would like to be on the Agenda to share their mission.

Mayor Buzzett commented on the County's density statement and encouraged the County Commission to look at what they say and do. He referenced the development near the Ward Ridge Building, how they use PUDs, their developments around the City, noted that they are against higher density, but they allow it in the County. He shared that the voluntary annexation in question will not harm the County for years to come as was stated earlier in the meeting

Motion to Adjourn

There was no additional business to come before the Commission and Mayor Buzzett adjourned the meeting at 2:40 P.M.

Approved this _____ day of _____ 2025.

Rex Buzzett, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

RESOLUTION NO.: 2025-11

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PORT ST. JOE, FLORIDA, AUTHORIZING THE MAYOR OR CITY MANAGER TO ENTER INTO A CONTRACT AGREEMENT FOR THE CORE PARK RESTROOMS GRANT AGREEMENT.

WHEREAS, The City of Port St. Joe, Florida has requested from the State of Florida, Department of Environmental Protection financial assistance to construct restrooms at Core Park in the amount of \$300,000.

WHEREAS, the State of Florida, Department of Environmental Protection requires that a Resolution be passed by the Board of City Commissioners giving authority to enter into a contract for the grant funds.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF PORT ST. JOE, FLORIDA THAT:

1. The Mayor or City Manager of the City of Port St. Joe, Florida is authorized to sign the contract for the grant funds.

DULY PASSED AND ADOPTED by the Board of City Commissioners of Port St. Joe, Florida, on this _____ day of _____, 2025.

**CITY COMMISSION MEMBERS
CITY OF PORT ST. JOE, FLORIDA**

Rex Buzzett, Mayor

ATTEST:

Charlotte M. Pierce, City Clerk

ORDINANCE NO. 618

AN ORDINANCE PROVIDING FOR THE VOLUNTARY ANNEXATION OF PARCEL ID NO. 04571-000R; PROVIDING A LEGAL DESCRIPTION OF THE LANDS TO BE ANNEXED, MORE SPECIFICALLY DESCRIBED IN THIS ORDINANCE, AS PETITIONED BY THE PROPERTY OWNER PURSUANT TO SECTION 171.044, FLORIDA STATUTES; PROVIDING FOR THE REDEFINING OF CITY BOUNDARIES TO INCLUDE SAID LANDS; MAKING CERTAIN FINDINGS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Chapter 171, Florida Statutes, provides the exclusive method of municipal annexation; and

WHEREAS, the City of Port St. Joe has determined the areas to be annexed have met all the requirements of Chapter 171, Florida Statutes, including being contiguous to the City of Port St. Joe and are reasonably compact; and

WHEREAS, the City of Port St. Joe has determined it is able to provide certain essential services for the subject properties; and

WHEREAS, the owner of the land, which contains approximately 2.5 acres, described in Exhibit "A" attached and incorporated herein (the "Property"), pursuant to Section 171.044, Florida Statutes, has filed on February 4, 2025, a voluntary petition to the City of Port St. Joe ("City") to annex the Property into the City; and

WHEREAS, the metes and bounds description of the Property is as follows:

PARCEL I: (PARCEL ID NO. 04571-000R)

A portion of the southwest quarter of the southeast quarter of the northeast quarter, section thirty-five (35), township seven (7) south, range eleven (11) west, Gulf County, Florida, more particularly described as follows:

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, and 12, Block 4, of McClellan-Dickinson subdivision of Port St. Joe, Florida, according to the plat thereof recorded in Plat Book 1, Page 24, of the public records of Gulf County, Florida.

WHEREAS, pursuant to the provisions of Section 171.044, Florida Statutes, notice of this annexation has been provided to the Gulf County Board of County Commissioners, and published once a week for two (2) consecutive weeks in The Star, a newspaper of general circulation in Gulf County, notifying the public of the proposed Ordinance and of the public hearings to be held; and

WHEREAS, the property owner having an ownership interest in the property hereinafter described and the same having voluntarily requested the City Limits of the City of Port St. Joe be extended so as to include the land described and depicted in Exhibit "A" and attached hereto; and

WHEREAS, it is in the best interest of the public health, safety, and welfare of the citizens of the City of Port St. Joe for the City Commission to annex the real property described in this Ordinance into the municipal boundaries of the City of Port St. Joe.

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PORT ST. JOE, FLORIDA:

1. The City does hereby annex the Property into the City of Port St. Joe.
2. The City boundaries shall be amended and redefined to include the Property.
3. **REPEAL:** All ordinances or parts of ordinances in conflict herewith are hereby repealed.
4. **SEVERABILITY:** If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.
5. **EFFECTIVE DATE:** This Ordinance shall become effective upon adoption as provided by law.

THIS ORDINANCE WAS ADOPTED in open regular meeting after its second reading this ____ day of _____, 2025.

**THE CITY COMMISSION OF THE CITY
OF PORT ST. JOE, FLORIDA**

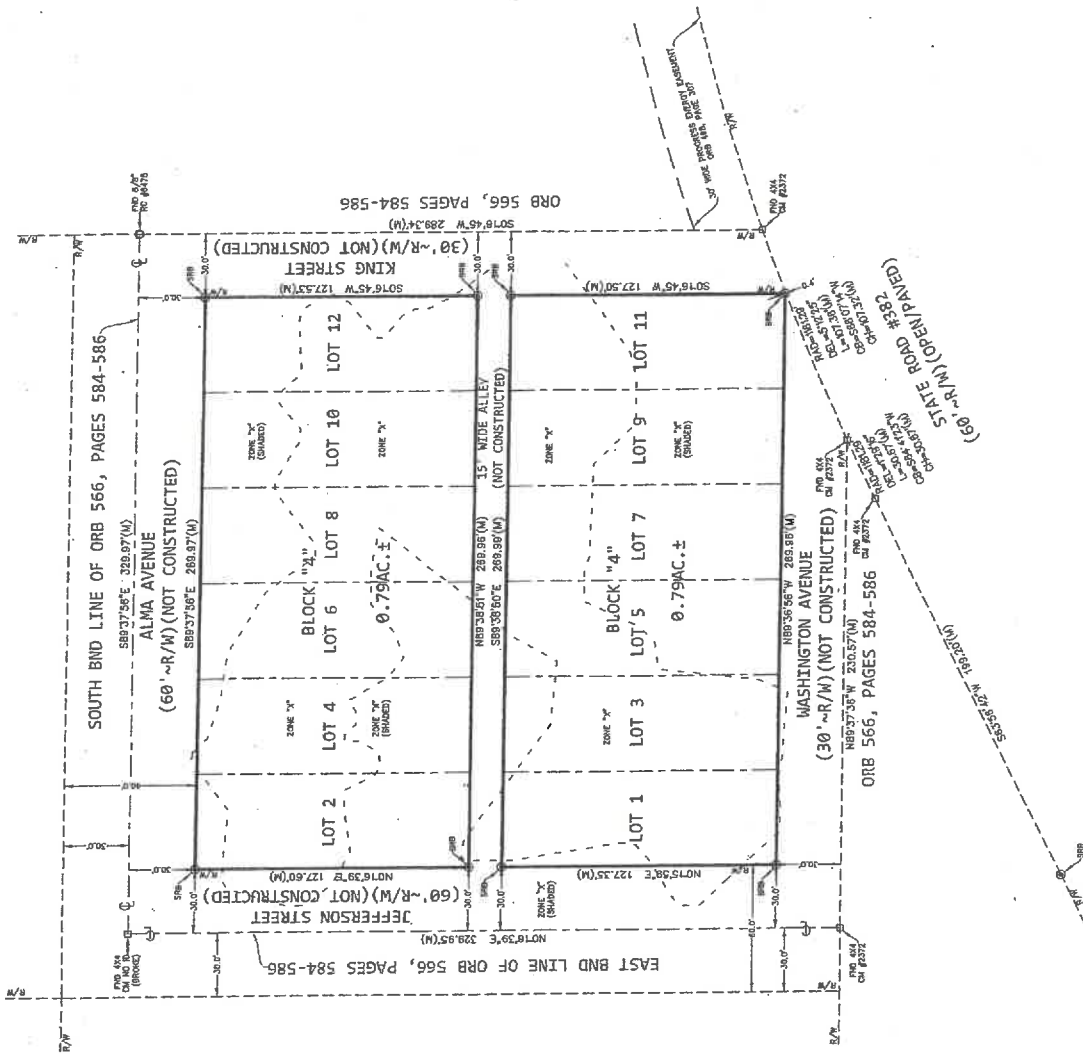
By: _____
Rex Buzzett, Mayor-Commissioner

Attest: _____
Charlotte M. Pierce
City Clerk

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, & 12, Block "4," McClellan-Dickinson, a subdivision as per map or plat thereof recorded in Plat Book 1, Page 24 in the Public Records of Gulf County, Florida

1. No improvements were located in this survey other than those shown hereon.

2. No underground encroachments, utilities or foundations were located in this survey.
3. All measurements shown herein are Standard U.S. Survey Feet, and decimals thereof.
4. As scaled from Flood Insurance Rate Map for Gulf County, Florida, Community-Plan Number 12045C 0333 h; Date of Firm Issue: March 8, 2021. This Property is located in Zone "X," & Zone "X" Shaded.
5. The use of this survey is limited to the specific transaction shown herein.
6. Subject to zoning setbacks, easements and restrictions of record.
7. Adjoining deeds of record were not provided to this firm.



SURVEYORS * MAPPERS

SURVEYORS & MAPPERS
(850) 928-3016 888-433-4436 FAX (850) 926-6180
P.O. Box 625 2813 Crawfordville Hwy, Crawfordville, FL 32326

The undersigned surveyor has not been provided a current title-opinion or abstract of matters affecting title or boundary to the subject property. It is possible there are deeds of records, unrecorded deeds, easements or other instruments which could affect the boundaries.

Not valid without the signature of the original raised seal of a Florida license.

WADE G. BROWN
Surveyor & Mapper
Florida Certificate No. 580
(LBS 6475)

LEGEND

LP	— LIQUID PROPANE	TO	— TOWNSHIP
N	— NORTH	W	— WEST
N/C	— NAIL AND CAP	S	— SOUTH
R/C	— RE-BAR	E	— EAST
FO	— FOUNDATION	CB	— CALCULATED POINT
IN	— INVERT ELEVATION	ED	— EDGE OF ROAD
TEL	— TELEPHONE	TA	— POINT OF TANGENCY
CH	— CHURCH	PT	— POINT OF TERMINATION
SH	— OVERHEAD ELECTRIC	PC	— POINT OF CURVE
SP	— SPILLWAY	CL	— CENTER LINE
CS	— CULVERT	TY	— CALCULATED POINT

THIS SURVEY IS CERTIFIED TO:
KAYE HADLOCK:

- 30 - STUB OUT
- ELB - ELECTRIC BOX
- - FND CONCRETE MONUMENT
- ☆ - SERVICE POLE
- - FND MONUMENTATION
- EP - EDGE OF PAVEMENT
- ◀ - LIGHT POLE
- CL - CURVE TAC (SEE CURVE TABLE)
- CL - LONG TAC (SEE LONG TABLE)

PLAN OF BOUNDARY SURVEY PREPARED FOR
KAYE HADDOCK

18

EDWIN G. BROWN AND ASSOCIATES, INC.

CRANFORDVILLE HHT, P.O. BOX 625 CRANFORDVILLE, FL 32326 (850)926-3016

NOTBOOK/PAGE 987/88	COUNTY: GULF	DRAWN BY: BN	REVIEWED BY: WGB
NOTBOOK/PAGE	SECTION: 35	SCALE: 1" = 40'	CHECKED BY: WGB
NOTBOOK/PAGE	TO WHISKEY: 7-SOUTH	SURVEY DATE:	NOVEMBER 1, 2022

SHEET: 1 OF 1	RANGE: 11--187	JOB NUMBER	PSC#
		22--750	46780

NOTICE OF PUBLIC HEARING FOR VOLUNTARY ANNEXATION TO THE CITY OF PORT ST. JOE

The City of Port St. Joe has received a petition for voluntary annexation for
Parcel ID 04571-000R.

The City of Port St. Joe City Commission will conduct a Public Hearing and hold the first reading of Ordinance 618, the title of which are set forth below, at the Ward Ridge Building, 2775 Garrison Avenue, Port St. Joe, Florida, on **Tuesday, July 15, 2025, at 12:00 P.M. (ET)**, or as soon thereafter as the issue may be heard, regarding a Voluntary Annexation into the City of Port St. Joe.

The City of Port St. Joe City Commission will conduct a Public Hearing and hold the final reading and adoption of Ordinance 618, the title of which are set forth below, at the Ward Ridge Building, 2775 Garrison Avenue, Port St. Joe, Florida, on **Tuesday, August 5, 2025, at 12:00 P.M. (ET)**, or as soon thereafter as the issue may be heard..

The title of the ordinance to be considered is set forth below.

ORDINANCE NO. 618

AN ORDINANCE PROVIDING FOR THE VOLUNTARY ANNEXATION OF PARCEL ID NO. 04571-000R ; PROVIDING A LEGAL DESCRIPTION OF THE LANDS TO BE ANNEXED, MORE SPECIFICALLY DESCRIBED IN THIS ORDINANCE, AS PETITIONED BY THE PROPERTY OWNER PURSUANT TO SECTION 171.044, FLORIDA STATUTES; PROVIDING FOR THE REDEFINING OF CITY BOUNDARIES TO INCLUDE SAID LANDS; MAKING CERTAIN FINDINGS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.



At the public hearings, the City Commission will accept public testimony and will consider the Voluntary Annexation Petition. The hearings may be continued from time to time as may be necessary.

The proposed ordinance, the legal description of the subject property, and a copy of this notice are available for public inspection during normal business hours at the City of Port St. Joe City Hall, City Clerk's Office, 305 Cecil G. Costin Sr. Blvd., Port St. Joe, Florida.

Interested persons may attend and be heard at the public hearings or provide comments in writing to the City Commissioners at City of Port St. Joe City Hall, 305 Cecil G. Costin Sr. Blvd., Port St. Joe, Florida 32456. Transactions of the public hearing will not be recorded. People wishing to appeal any decision made during the hearing will need a record of the proceedings and should ensure a verbatim record is made, including the testimony on which the appeal is based.

Any person requiring special accommodation at this hearing because of a disability or physical impairment should contact the City Clerk's Office at (850) 229-8261, at least five (5) calendar days prior to the hearing.

CITY COMMISSION OF THE CITY
OF PORT ST. JOE, FLORIDA

APPLICATION FOR ANNEXATION

CITY OF PORT ST. JOE

Date of Application: 2/24/25
Name of Property Owner (s): H&K Gulf Coast Holding, LLC
Physical Address of Property to be Annexed: Parcel ID 04571-0002
Map Attached ☒ YES ☐ NO (Utilities to be shown) 04571-0002

AT TIME OF APPLICATION FOR ANNEXATION

County Zoning of Property: Mixed Use Commercial
Corresponding City Zoning: Industrial
Proposed City Zoning District: Mixed Use Commercial
Present Use of Property: Vacant Land
Number of Living Units on Property: 0
Number of People Living on Property: 0
Intended Use of Property: Mixed Use Commercial

Signature of Property Owner or Authorized Agent

Raye Haddock

Mailing Address

113 Monument Ave
Port St Joe, FL 32456

Gulf County, FL

IMPORTANT NOTICE

The Property Appraiser makes every effort to produce the most accurate information possible. No warranties, expressed or implied are provided for the data herein, its use or interpretation. The assessment information is from the last certified tax roll. All other data is subject to change. This website is NOT TO BE USED FOR FINANCING PURPOSES, INSURANCE PURPOSES, AND/OR ADDRESS VERIFICATION! If you need address verification contact the Emergency Management Addressing office at 850-229-9110

***An Actual Year of 1900 is not a true representation of the Actual Year built. This is a "default" setting where an actual date is not known. The Effective Year is simply reflective of the current market and the condition of the property. The Effective Year is evident by the condition and utility of the structure and may or may not represent the Actual Year Built.**

Parcel Summary

Parcel ID 04571-000R
Location Address INDUSTRIAL RD
PORT ST JOE
Brief Tax Description 535 T 7 R 11 MCCLELLAN & DICKENS SUBDIVISION PB 1 PG 24 ALL OF BLK 4 ORB 781/506 FR DUNLAP ET AL MAP 49C
(Note: Not to be used on legal documents.)
Property Use Code VACANT (0000)
Sec/Twp/Rng 35-7S-11W
Tax District St Joe Fire Zone (4)
Millage Rate 12.4504
Acreage 2.5
Homestead N

[View Map](#)

Owner Information

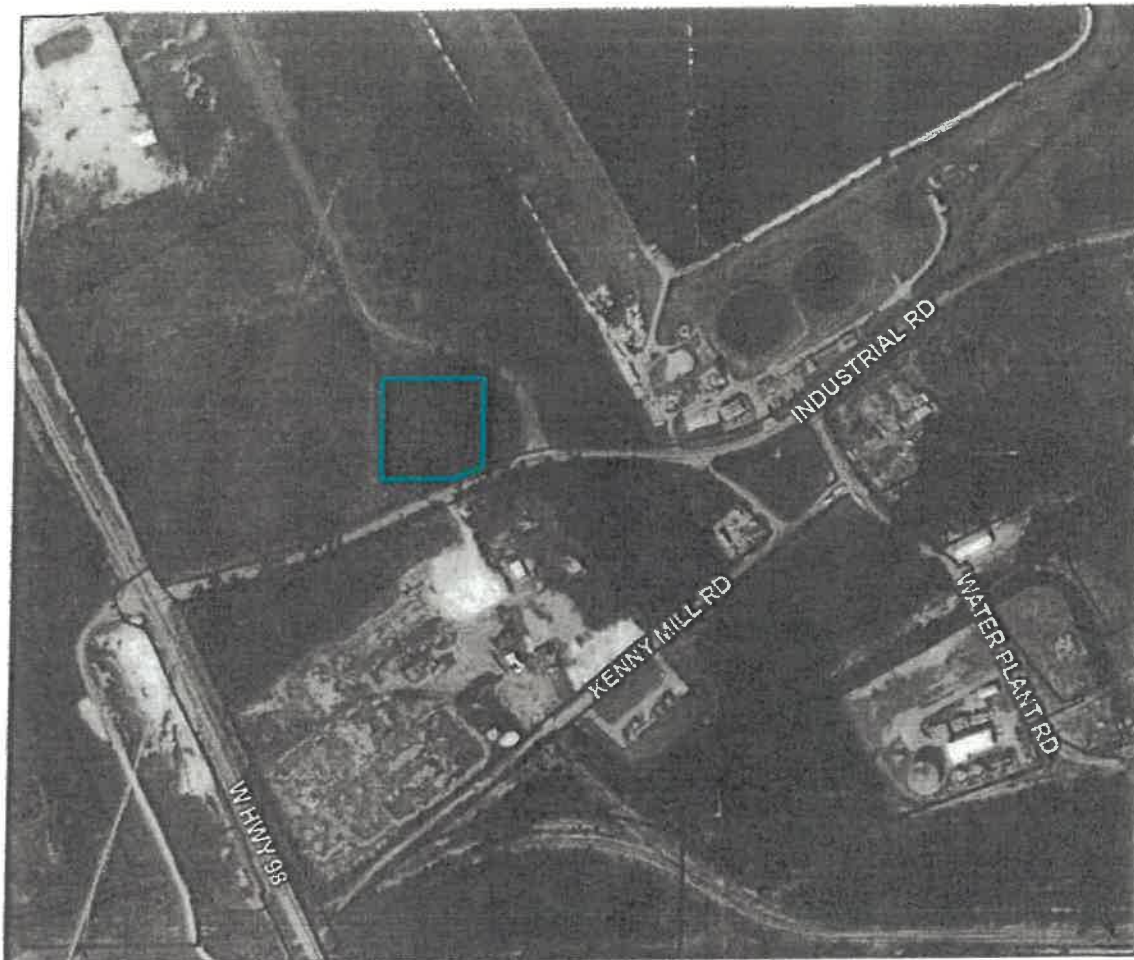
Primary Owner
[H & K GULF COAST HOLDINGS LLC](#)
113 MONUMENT AVE
PORT ST JOE, FL 32456

Land Information

Land Use	Number of Units	Unit Type	Frontage	Depth
004002 - IND 2-3 AC	2.5	AC	0	0

Sales

Multi Parcel	Sale Date	Sale Price	Instrument	Book/Page	Qualification	Vacant/Improved	Grantor	Grantee
N	10/27/2022	\$200,000	WD	<u>781/506</u>	Qualified	Vacant	DYE DICKENS BRENDA ET AL	H&K GULF COAST HOLDINGS
N	10/6/2003	\$100	CW	<u>0321/0484</u>	Unqualified	Vacant	MOSELY ANNE H	DUNLAP DAVISSON F JR & JANICE
N	9/30/2003	\$100	QC	<u>0319/0932</u>	Unqualified	Vacant	MEIER ROYCE	DYE BRENDA DICKENS ET AL
N	9/8/2003	\$100	QC	<u>0317/0400</u>	Unqualified	Vacant	MOSELY ANNE (MOSELY ESTATE)	DUNLAP DAVISSON F JR & JANICE
N	12/13/1998	\$100	PR	<u>0222/0235</u>	Unqualified	Vacant	DICKENS EST.	DICKENS DUNLAP DYE & DUNLAP



Overview



Legend

- Parcels
- Roads

Parcel ID 04571-000R Sec/Twp/Rng 35-7S-11W Property Address INDUSTRIAL RD PORT ST JOE District 4 Brief Tax Description S 35 T 7 R 11 MCCLELLAN & (Note: Not to be used on legal documents)	Alternate ID 04571000R Class VACANT Acreage 2.5	Owner Address H & K GULF COAST HOLDINGS LLC 113 MONUMENT AVE PORT ST JOE, FL 32456
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Date created: 2/11/2025
 Last Data Uploaded: 2/11/2025 2:11:41 AM

Developed by **SCHNEIDER**
 GEOSPATIAL

Gulf County, FL

IMPORTANT NOTICE

The Property Appraiser makes every effort to produce the most accurate information possible. No warranties, expressed or implied are provided for the data herein, its use or interpretation. The assessment information is from the last certified tax roll. All other data is subject to change. This website is NOT TO BE USED FOR FINANCING PURPOSES, INSURANCE PURPOSES, AND/OR ADDRESS VERIFICATION! If you need address verification contact the Emergency Management Addressing office at 850-229-9110

***An Actual Year of 1900 is not a true representation of the Actual Year built. This is a "default" setting where an actual date is not known. The Effective Year is simply reflective of the current market and the condition of the property. The Effective Year is evident by the condition and utility of the structure and may or may not represent the Actual Year Built.**

Parcel Summary

Parcel ID 04571-000R
Location Address INDUSTRIAL RD
PORT ST JOE
Brief Tax Description S 35 T 7 R 11 MCCLELLAN & DICKENS SUBDIVISION PB 1 PG 24 ALL OF BLK 4 ORB 781/506 FR DUNLAP ET AL MAP 49C
(Note: Not to be used on legal documents.)
Property Use Code VACANT (0000)
Sec/Twp/Rng 35-7S-11W
Tax District St Joe Fire Zone (4)
Millage Rate 12.4504
Acreage 2.5
Homestead N

[View Map](#)

Owner Information

Primary Owner
H & K GULF COAST HOLDINGS LLC
113 MONUMENT AVE
PORT ST JOE, FL 32456

Sales

Multi Parcel	Sale Date	Sale Price	Instrument	Book/Page	Qualification	Vacant/Improved	Grantor	Grantee
N	10/27/2022	\$200,000	WD	<u>781/506</u>	Qualified	Vacant	DYE DICKENS BRENDA ET AL	H&K GULF COAST HOLDINGS
N	10/6/2003	\$100	CW	<u>0321/0484</u>	Unqualified	Vacant	MOSELY ANNE H	DUNLAP DAVISSON F JR & JANICE
N	9/30/2003	\$100	QC	<u>0319/0932</u>	Unqualified	Vacant	MEIER ROYCE	DYE BRENDA DICKENS ET AL
N	9/8/2003	\$100	QC	<u>0317/0400</u>	Unqualified	Vacant	MOSELY ANNE (MOSELY ESTATE)	DUNLAP DAVISSON F JR & JANICE DICKENS DUNLAP
N	12/13/1998	\$100	PR	<u>0222/0235</u>	Unqualified	Vacant	DICKENS EST.	DYE & DUNLAP

Valuation

	2024 Certified Values	2023 Certified Values	2022 Certified Values	2021 Certified Values
Building Value	\$0	\$0	\$0	\$0
Extra Features Value	\$0	\$0	\$0	\$0
Land Value	\$175,000	\$175,000	\$75,000	\$75,000
Land Agricultural Value	\$0	\$0	\$0	\$0
Agricultural (Market) Value	\$175,000	\$175,000	\$75,000	\$0
Just (Market) Value	\$175,000	\$175,000	\$75,000	\$75,000
Assessed Value	\$175,000	\$175,000	\$75,000	\$75,000
Exempt Value	\$0	\$0	\$0	\$0
Taxable Value	\$175,000	\$175,000	\$75,000	\$75,000
Maximum Save Our Homes Portability	\$0	\$0	\$0	\$0

"Just (Market) Value" description - This is the value established by the Property Appraiser for ad valorem purposes. This value does not represent anticipated selling price.

No data available for the following modules: Building Information, Extra Features, Sketches.

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[User Privacy Policy](#) | [GDPR Privacy Notice](#)
 Last Data Upload: 7/7/2025 2:30:55 AM

Contact Us

Developed by
 **SCHNEIDER**
 GEOSPATIAL

THIS INSTRUMENT PREPARED BY:
THOMAS S. GIBSON
Rish & Gibson, P.A.
P. O. BOX 39
PORT ST. JOE, FL 32457
File No. 22-0616
Parcel No. 04571-000R

WARRANTY DEED

THIS WARRANTY DEED made 27, October 2022,

by DAVISSON F. DUNLAP, JR and JANICE DICKENS DUNLAP, husband and wife and BRENDA DICKENS DYE, hereinafter called the Grantor,

to H & K GULF COAST HOLDINGS, L.L.C., a Florida limited liability company whose post office address is 114 Monument Avenue, Port St Joe, FL 32456 , hereinafter called the Grantee.

WITNESSETH: That the Grantor, for and in consideration of the sum of \$10.00 and other valuable considerations, the receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee all that certain land situate in Gulf County, **Florida**, viz

SEE EXHIBIT "A" ATTACHED HERETO AND BY THIS REFERENCE MADE A PART THEREOF.

SUBJECT TO: Covenants, Restrictions and Easements of record, if any.

GRANTOR HEREBY CERTIFIES THAT THE ABOVE DESCRIBED PROPERTY IS NOT HOMESTEAD OF THE GRANTOR.

TOGETHER, with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

TO HAVE AND TO HOLD, the same in fee simple forever.

AND the Grantor hereby covenant with said grantee that the Grantor is lawfully seized of said land in fee simple; that the Grantor has good right and lawful authority to sell and convey said land; that the Grantor hereby fully warrant the title to all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2021 and **SUBJECT TO** the Applicable Comprehensive Plan, including developmental regulations and **SUBJECT TO** taxes for the current year and later years and all valid easements.

And Grantor does hereby fully warrant title to said land and will defend the same against

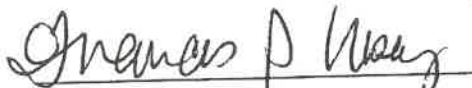
the lawful claims of all persons whomsoever, subject only to any exceptions set forth herein.

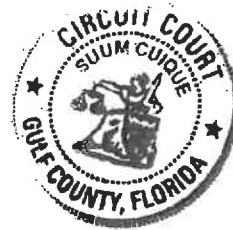
IN WITNESS WHEREOF, the said Grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered
in our presence:


Witness Signature
Printed Name: Kristanna Jackson

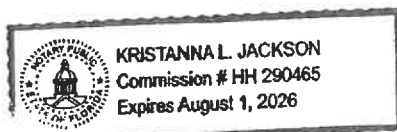

BRENDA DICKENS DYE

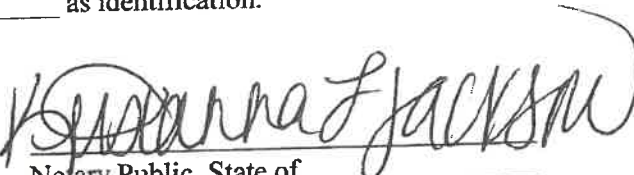

Witness Signature
Printed Name: Frances G. Wray



STATE OF Florida
COUNTY OF Gulf

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this day 27 of October, 2022, by BRENDA DICKENS DYE, ☐ is/are personally known to me or ☒ has/have produced drivers license as identification.




Notary Public, State of _____
My Commission Expires: _____

IN WITNESS WHEREOF, the said Grantor has signed and sealed these presents the day and year first above written.

*Signed, sealed and delivered
in our presence:*

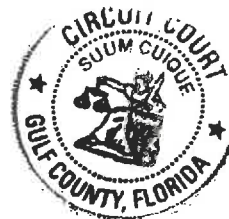
Shenan P. Wray
Witness Signature
Printed Name: Shenan P. Wray

DAVISSON F. DUNLAP, JR
DAVISSON F. DUNLAP, JR

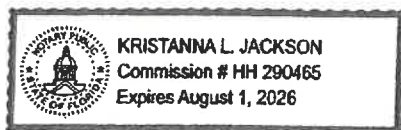
Kristanna L Jackson
Witness Signature
Printed Name: Kristanna L Jackson

Janice Dickens Dunlap
JANICE DICKENS DUNLAP

STATE OF Florida
COUNTY OF Gulf



The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this day 27 of October, 2022, by DAVISSON F. DUNLAP, JR and JANICE DICKENS DUNLAP, husband and wife, ☐ is/are personally known to me or ☒ has/have produced drivers licenses as identification.



Kristanna L Jackson
Notary Public, State of _____
My Commission Expires: _____

EXHIBIT "A"

A portion of the southwest quarter of the southeast quarter of the northeast quarter, section thirty-five (35), township seven (7) south, range eleven (11) west, Gulf County, Florida, property I.D. no. 04571-000, also described as lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, and 12, Block 4, of McClellan-Dickinson subdivision of Port St. Joe, Florida, according to the plat thereof recorded in plat book one, page 24, of the public records of Gulf County, Florida.

ORDINANCE NO. 619

AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN FUTURE LAND USE MAP OF THE CITY OF PORT ST. JOE, FLORIDA BY AND THROUGH PROCEDURES REQUIRED FOR SMALL-SCALE MAP AMENDMENTS PURSUIT TO AUTHORITY UNDER STATE STATUTES SECTION 163.3187, SPECIFICALLY CHANGING PARCEL ID NUMBER 04571-000R FROM GULF COUNTY RESIDENTIAL TO HIGH DENSITY RESIDENTIAL R-3, PROVIDING FOR AN AMENDMENT OF THE ZONING MAP OF THE CITY OF PORT ST. JOE TO DESIGNATE SAID PARCEL TO RESIDENTIAL R-3; AND PROVIDING FOR REPEAL OF ANY CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 163.3187, Florida Statutes, provides for the authority and procedure for the City Commission of Port St. Joe, Florida to amend its Comprehensive Plan utilizing procedures applicable to small scale developments; and

WHEREAS, on July 14, 2025, the Planning and Development Review Board sitting as the local planning agency for the City, recommended approval of the small-scale amendment to the comprehensive plan and amendment to the Zoning Map of the City; and

WHEREAS, the City Commission desires to adopt the amendment to the current comprehensive plan to guide and control the future development of the City, and to preserve, promote, and protect the public health, safety, and welfare.

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PORT ST. JOE, FLORIDA:

SECTION 1. APPROVAL

The City of Port St. Joe Comprehensive Plan Future Land Use Map and Zoning Map are hereby amended as set forth on Exhibit "A" and are hereby changed from Gulf County Residential land use to High Density Residential R-3 and the Zoning to Residential R-3. The application and all documentation submitted by the Applicant in support of it are hereby incorporated by reference.

SECTION 2. CONSISTENCY WITH CITY OF PORT ST. JOE COMPREHENSIVE PLAN

The Board of City Commissioners hereby finds and determines that the approval of the amendment is consistent with the goals, objectives and policies of the City of Port St. Joe Comprehensive Plan as amended.

SECTION 3. ENFORCEMENT

The City may enforce this Ordinance as authorized by law.

SECTION 4. FUTURE LAND USE MAP

Upon this Ordinance becoming effective, the City of Port St. Joe Future Land Use Map shall be amended to show the Property as having a land use of High Density Residential R-3.

SECTION 5. ZONING

The Zoning map of the City of Port St. Joe is hereby amended to show the property described in Exhibit "A" as Residential R-3.

SECTION 6. REPEAL

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 7. SEVERABILITY

The provisions of this Ordinance are hereby declared to be severable. If any provision of this Ordinance, or the application thereof, to any person or circumstance is held to be invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application.

SECTION 8. EFFECTIVE DATE

This ordinance shall become effective upon adoption as provided by law.

This Ordinance was adopted in open regular meeting after its second reading this ____ day of _____, 2025.

THE CITY COMMISSION OF THE CITY
OF PORT ST. JOE, FLORIDA

By: _____
Rex Buzzett, Mayor-Commissioner

Attest: _____
Charlotte M. Pierce
City Clerk

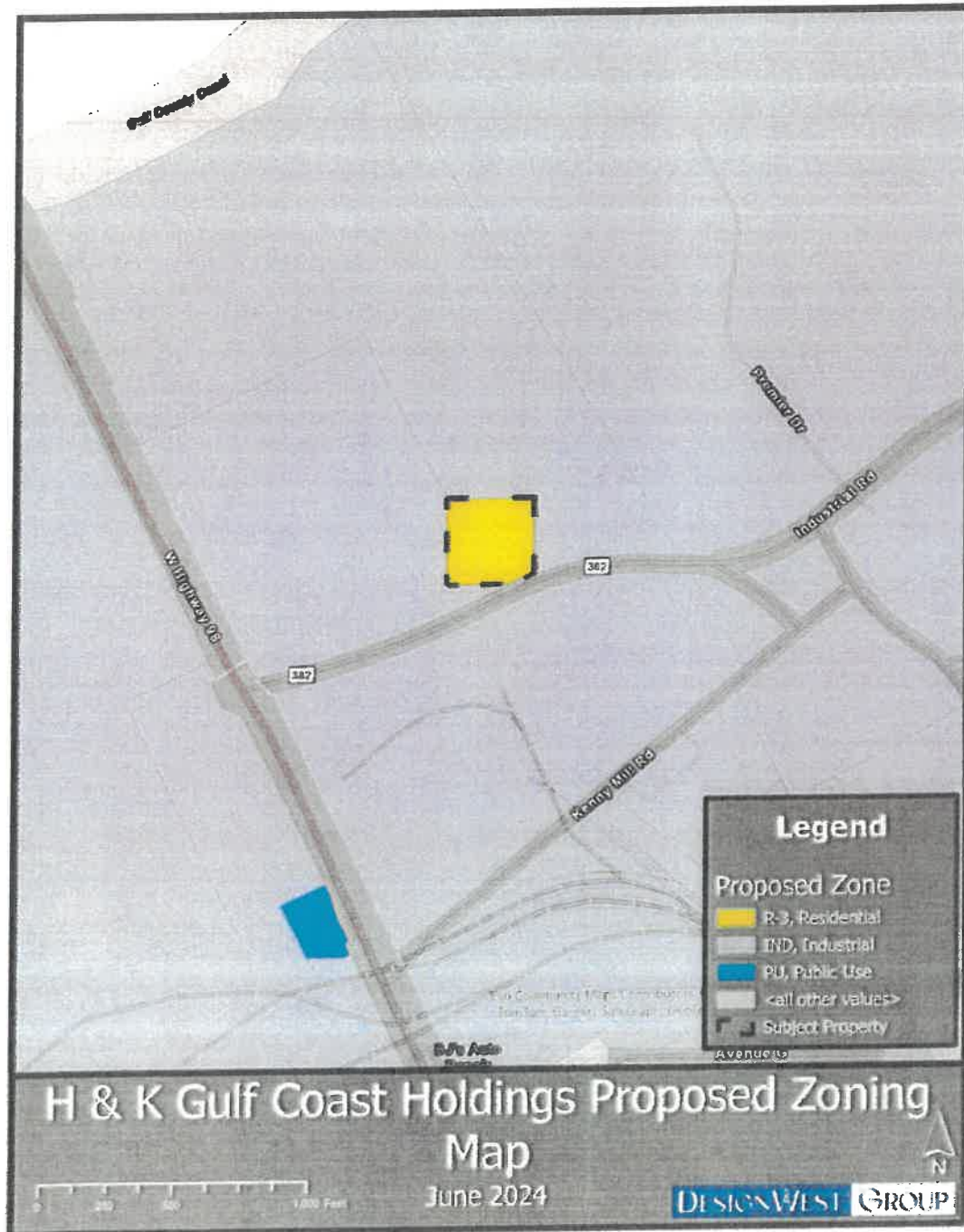
EXHIBIT "A"

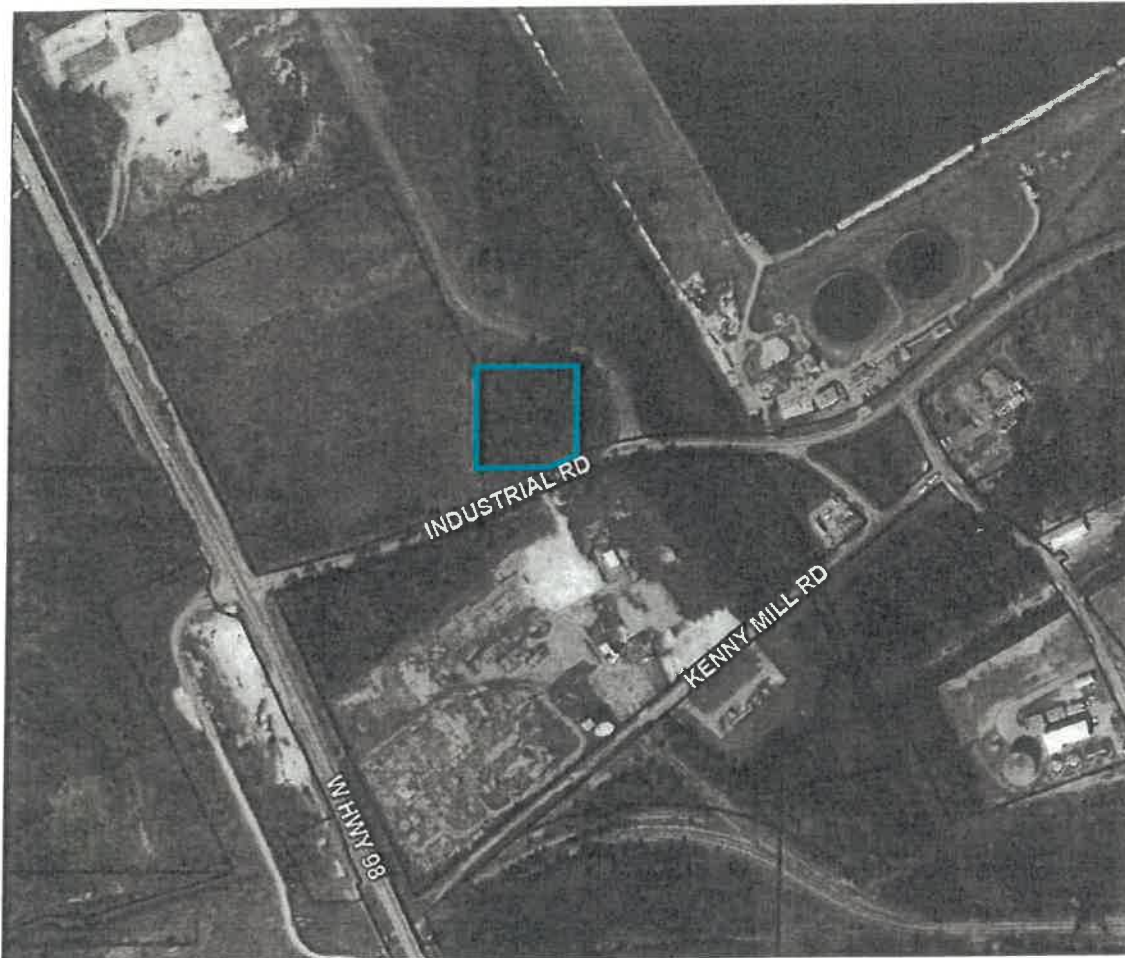
Future Land Use Map:



EXHIBIT "A"

Zoning Map:





Overview



Legend

-  Parcels
-  Roads

Parcel ID	04571-000R	Alternate ID	04571000R	Owner Address	H & K GULF COAST HOLDINGS LLC
Sec/Twp/Rng	35-7S-11W	Class	VACANT		113 MONUMENT AVE
Property Address	INDUSTRIAL RD	Acreage	2.5		PORT ST JOE, FL 32456
	PORT ST JOE				
District	4				
Brief Tax Description	S 35 T 7 R 11 MCCLELLAN &				
	(Note: Not to be used on legal documents)				

Date created: 7/7/2025
Last Data Uploaded: 7/7/2025 2:30:55 AM

Developed by  **SCHNEIDER**
GEOSPATIAL

THIS INSTRUMENT PREPARED BY:
THOMAS S. GIBSON
Rish & Gibson, P.A.
P. O. BOX 39
PORT ST. JOE, FL 32457
File No. 22-0616
Parcel No. 04571-000R

WARRANTY DEED

THIS WARRANTY DEED made 27, October 2022,

by **DAVISSON F. DUNLAP, JR and JANICE DICKENS DUNLAP, husband and wife and BRENDA DICKENS DYE**, hereinafter called the Grantor,

to **H & K GULF COAST HOLDINGS, L.L.C.**, a Florida limited liability company whose post office address is 114 Monument Avenue, Port St Joe, FL 32456 , hereinafter called the Grantee.

WITNESSETH: That the Grantor, for and in consideration of the sum of \$10.00 and other valuable considerations, the receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee all that certain land situate in Gulf County, Florida, viz

SEE EXHIBIT "A" ATTACHED HERETO AND BY THIS REFERENCE MADE A PART THEREOF.

SUBJECT TO: Covenants, Restrictions and Easements of record, if any.

GRANTOR HEREBY CERTIFIES THAT THE ABOVE DESCRIBED PROPERTY IS NOT HOMESTEAD OF THE GRANTOR.

TOGETHER, with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

TO HAVE AND TO HOLD, the same in fee simple forever.

AND the Grantor hereby covenant with said grantee that the Grantor is lawfully seized of said land in fee simple; that the Grantor has good right and lawful authority to sell and convey said land; that the Grantor hereby fully warrant the title to all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2021 and **SUBJECT TO** the Applicable Comprehensive Plan, including developmental regulations and **SUBJECT TO** taxes for the current year and later years and all valid easements.

And Grantor does hereby fully warrant title to said land and will defend the same against

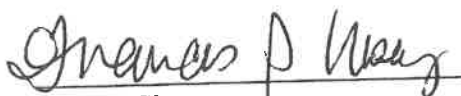
the lawful claims of all persons whomsoever, subject only to any exceptions set forth herein.

IN WITNESS WHEREOF, the said Grantor has signed and sealed these presents the day and year first above written.

*Signed, sealed and delivered
in our presence:*


Witness Signature
Printed Name: Kristanna L. Jackson

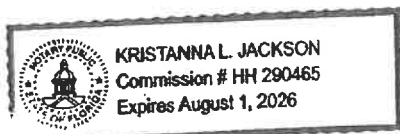

BRENDA DICKENS DYE

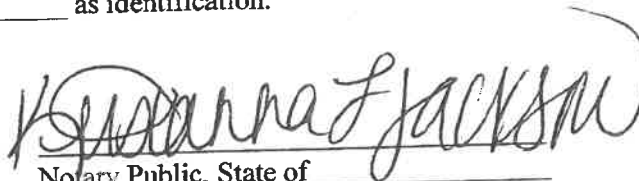

Witness Signature
Printed Name: Francis P. Wray



STATE OF Florida
COUNTY OF Gulf

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this day 27 of October, 2022, by **BRENDA DICKENS DYE**, ☐ is/are personally known to me or ☒ has/have produced drivers license as identification.




Notary Public, State of _____
My Commission Expires: _____

IN WITNESS WHEREOF, the said Grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered
in our presence:

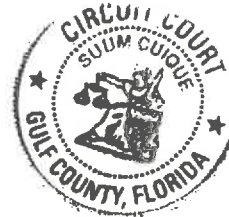
Shenan P. Wray
Witness Signature
Printed Name: Frances G Wray

DAVISSON F. DUNLAP, JR

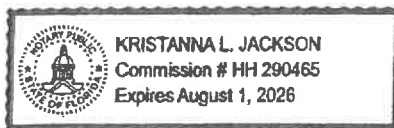
Kristanna L Jackson
Witness Signature
Printed Name: Kristanna L Jackson

JANICE DICKENS DUNLAP

STATE OF Florida
COUNTY OF Gulf



The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this day 21 of October, 2022, by DAVISSON F. DUNLAP, JR and JANICE DICKENS DUNLAP, husband and wife, ☐ is/are personally known to me or ☒ has/have produced divers uwerse as identification.



Kristanna L Jackson
Notary Public, State of _____
My Commission Expires: _____

EXHIBIT "A"

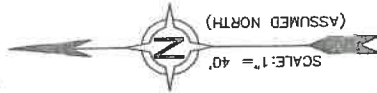
A portion of the southwest quarter of the southeast quarter of the northeast quarter, section thirty-five (35), township seven (7) south, range eleven (11) west, Gulf County, Florida, property I.D. no. 04571-000, also described as lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, and 12, Block 4, of McClellan-Dickinson subdivision of Port St. Joe, Florida, according to the plat thereof recorded in plat book one, page 24, of the public records of Gulf County, Florida.

LEGAL DESCRIPTION

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, & 12, Block "4", McClellan-Dickinson, a subdivision as per map on plat thereof recorded in Plat Book 1, Page 24 in the Public Records of Gulf County, Florida

NOTES:

- No Improvements were located in this survey other than those shown hereon.
- No underground encroachments, utilities or foundations were located in this survey.
- All measurements shown hereon are Standard U.S. Survey Feet, and decimals thereof.
- As scaled from Flood Insurance Rate Map for Gulf County, Florida, Community-Panel Number 12045C 0333 I; Date of Firm Index: March 9, 2021. This Property is located in Zone "X", & Zone "X" Shaded.
- The use of this survey is limited to the specific transaction shown hereon.
- Subject to zoning setbacks, easements and restrictions of record.
- Adjoining deeds of record were not provided to this firm.

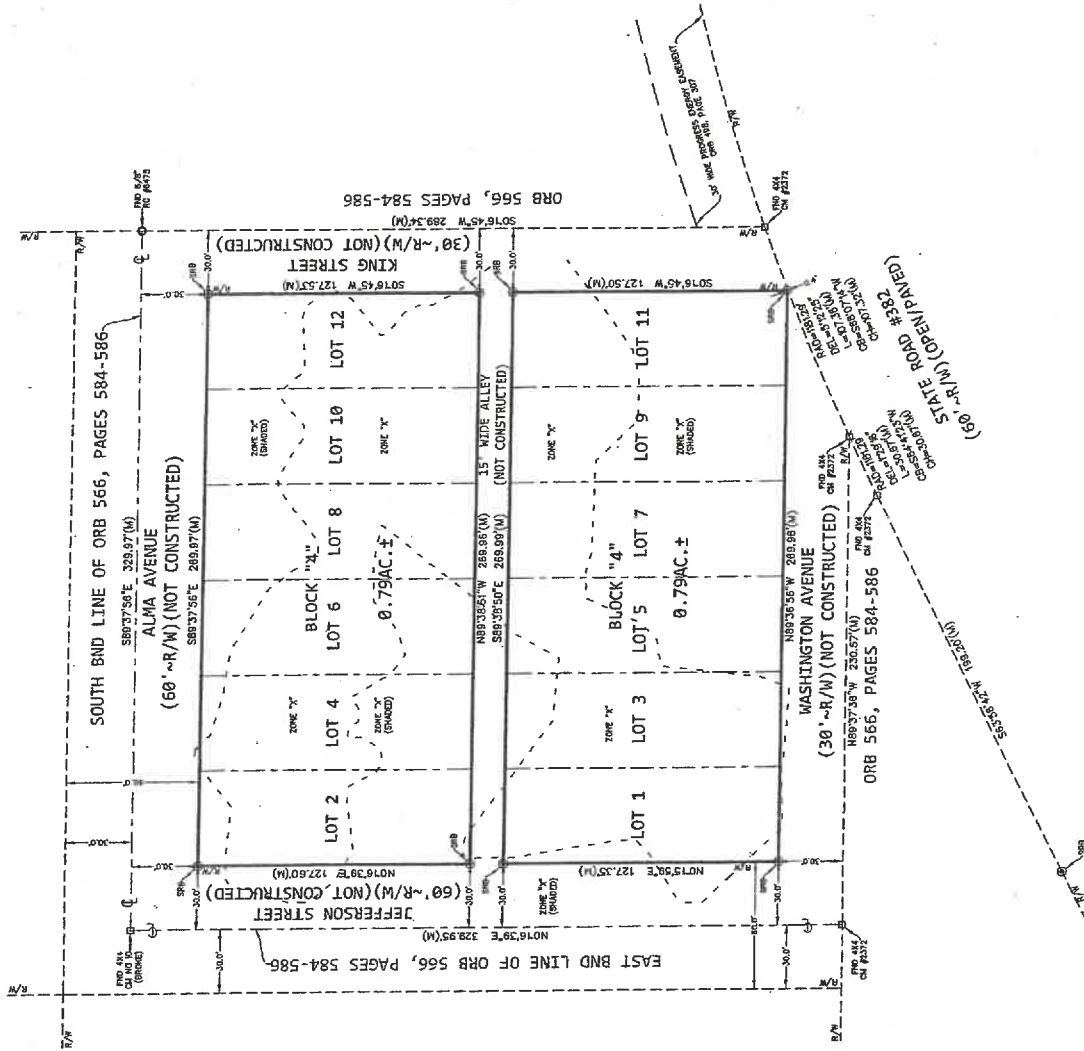


GRAPHIC SCALE
(IN FEET)
1 inch = 40 ft.

EDWIN BROWN & ASSOCIATES
SURVEYORS * MAPPERS
(850) 828-3018 850-433-4435 FAX (850) 828-8180
P.O. Box 825 2813 Ocala, Florida, FL 32228

The undersigned surveyor has not been provided a current title opinion or abstract of matters affecting title or boundary to the subject property, it is possible there are deeds of records, unrecorded deeds, easements or other instruments which could affect the boundaries.

Not valid without the signature of the registered professional surveyor.



LEGEND

- 1" - LIQUID PROPANE
- 2" - POWER POLE
- 3" - CONCRETE MONUMENT
- 4" - IRON PIPE
- 5" - IRON PIPE
- 6" - IRON PIPE
- 7" - IRON PIPE
- 8" - IRON PIPE
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- 96" - IRON PIPE
- 97" - IRON PIPE
- 98" - IRON PIPE
- 99" - IRON PIPE
- 100" - IRON PIPE

THIS SURVEY IS CERTIFIED TO:
KAYE HADDOCK

THIS SURVEY WAS PREPARED FOR THE SOLE BENEFIT OF THE ABOVE CERTIFIED EXEMTS AND/OR INDIVIDUALS AND IS NOT TO BE USED FOR ANY OTHER PURPOSE. THE SURVEYOR IS NOT OBLIGATED TO AND WILL NOT SUPPORT THIS BOUNDARY SURVEY TO ANY INDIVIDUAL OR ENTITY WHICH IS NOT SPECIFICALLY LISTED ABOVE.

PLAT OF BOUNDARY SURVEY PREPARED FOR
KAYE HADDOCK

EDWIN G. BROWN AND ASSOCIATES, INC.
2813 Ocala, Florida, FL 32228 (850) 828-3018

NOTES/PLAT/FILE NO.	COUNTY	DATE	REVIEWED BY	NO.
NOTES/PLAT/FILE NO.	SECTION	DATE	REVIEWED BY	NO.
NOTES/PLAT/FILE NO.	TOWNSHIP	DATE	REVIEWED BY	NO.
SHEET 1 OF 1	RANGE	DATE	REVIEWED BY	NO.
22-750	46780			

IMPORTANT NOTICE

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(Note: Not to be used on legal documents.)
Property Use Code VACANT (0000)
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Tax District St Joe Fire Zone (4)
Millage Rate 12.4504
Acreage 2.5
Homestead N

[View Map](#)

Owner Information

Primary Owner
H & K GULF COAST HOLDINGS LLC
113 MONUMENT AVE
PORT ST JOE, FL 32456

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Multi Parcel	Sale Date	Sale Price	Instrument	Book/Page	Qualification	Vacant/Improved	Grantor	Grantee
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N	12/13/1998	\$100	PR	<u>0222/0235</u>	Unqualified	Vacant	DICKENS EST.	DYE & DUNLAP

Valuation

	2024 Certified Values	2023 Certified Values	2022 Certified Values	2021 Certified Values
Building Value	\$0	\$0	\$0	\$0
Extra Features Value	\$0	\$0	\$0	\$0
Land Value	\$175,000	\$175,000	\$75,000	\$75,000
Land Agricultural Value	\$0	\$0	\$0	\$0
Agricultural (Market) Value	\$175,000	\$175,000	\$75,000	\$0
Just (Market) Value	\$175,000	\$175,000	\$75,000	\$75,000
Assessed Value	\$175,000	\$175,000	\$75,000	\$75,000
Exempt Value	\$0	\$0	\$0	\$0
Taxable Value	\$175,000	\$175,000	\$75,000	\$75,000
Maximum Save Our Homes Portability	\$0	\$0	\$0	\$0

"Just (Market) Value" description - This is the value established by the Property Appraiser for ad valorem purposes. This value does not represent anticipated selling price.

No data available for the following modules: Building Information, Extra Features, Sketches.

The Property Appraiser makes every effort to produce the most accurate information possible. No warranties, expressed or implied are provided for the data herein, its use or interpretation. The assessment information is from the last certified tax roll. All other data is subject to change. This website is NOT TO BE USED FOR FINANCING PURPOSES, INSURANCE PURPOSES, AND/OR ADDRESS VERIFICATION! If you need address verification contact the Emergency Management Addressing office at 850-229-9110
[| User Privacy Policy](#) | [GDPR Privacy Notice](#)
[Last Data Upload: 7/7/2025, 2:30:55 AM](#)

[Contact Us](#)

Developed by
 **SCHNEIDER**
 GEOSPATIAL

**CITY OF PORT ST. JOE
COMPREHENSIVE PLAN
SMALL SCALE MAP AMENDMENT
AND ZONING APPLICATION**

Prepared for:

H and K Gulf Coast Holdings, L.L.C.
113 Monument Avenue
Port St. Joe, Florida 32456

Prepared by:

DESIGNWEST GROUP
2910 Kerry Forest Parkway
Suite D4-126
Tallahassee, Florida 32309

June 2025

Agent Contact Information

Raymond W. Greer, AICP
DesignWest Group
Project Manager
2910 Kerry Forest Parkway
Suite D4-126
Tallahassee, Florida 32309
Phone: 850.545.6503

Property Information

Property Ownership:

H and K Gulf Coast Holdings, L.L.C.
113 Monument Avenue
Port St. Joe, Florida 32456

Property Deed Information:

Warranty Deed dated October 27, 2022. Recorded in Deed Book 781, Page 506, Public Records of Gulf County, Florida.

Property Identification Numbers:

04571-000R

Property Description:

2.5+/- acre (Amendment Area) located on the west side of Industrial Road and consisting of a portion of the Southwest Quarter of the Southeast Quarter of the Northeast Quarter, Section Thirty Five (35), Township Seven (7) South, Range Eleven (11) West, Gulf County, Florida, Property I.D. No. 04571-000R, Also Described As Lots L, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, And 12, Block 4, Of McClellan-Dickinson Subdivision Of Port St. Joe, Florida, According to the Plat Thereof Recorded In Plat Book One, Page 24, Of The Public Records of Gulf County, Florida.

Small Scale Land Use Map Amendment and Rezoning Request

Existing Future Land Use Map Designation: Gulf County Residential

Proposed Future Land Use Map Designation: High Density Residential R-3

Existing Zoning District: Gulf County N/A

Proposed Zoning District: Residential R-3

Maps

- a) Existing Future Land Use Map
- b) Proposed Future Land Use Map
- c) Existing Zoning Map
- d) Proposed Zoning Map



H & K Gulf Coast Holdings Location Map



39 June 2025



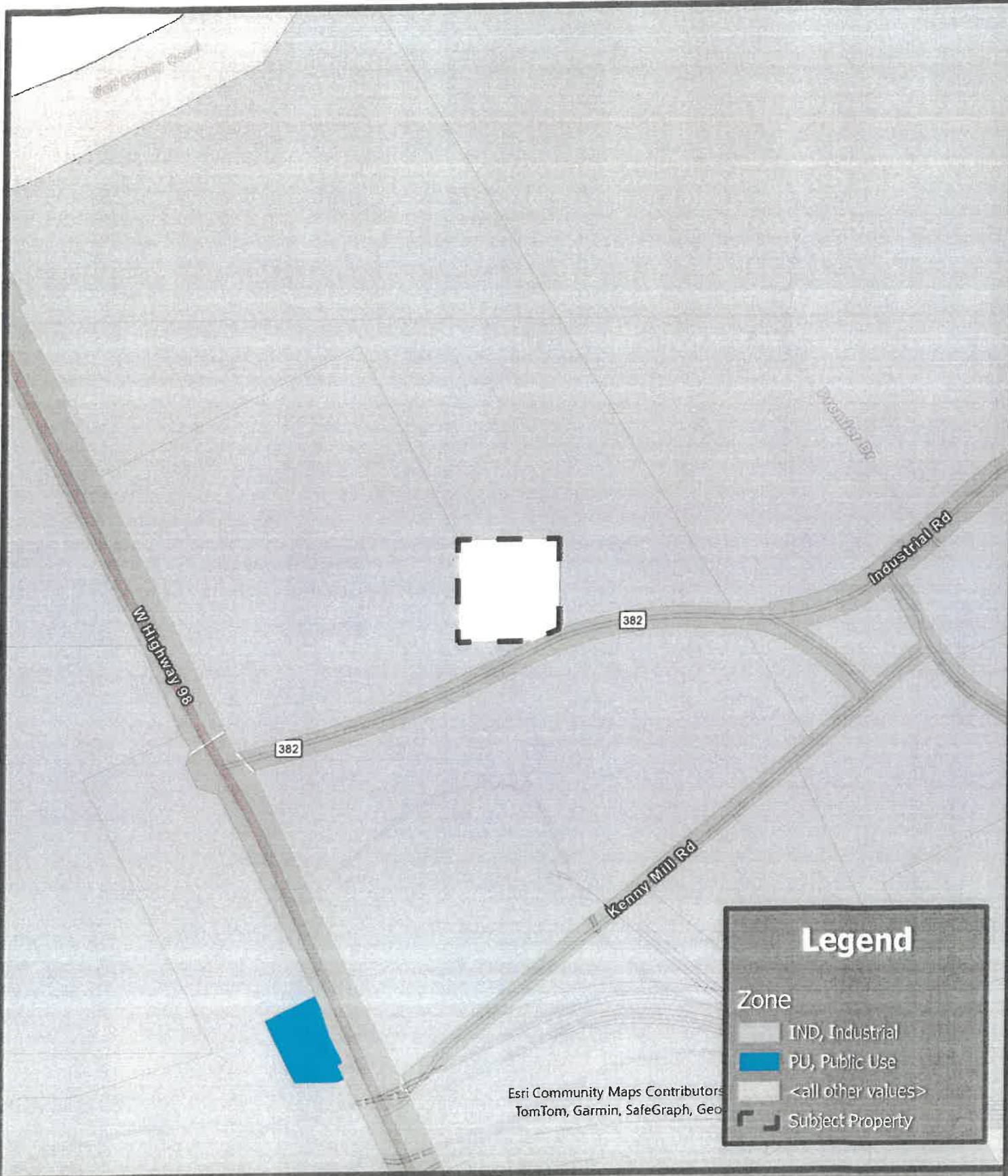


H & K Gulf Coast Holdings Future Land Use Map

40 June 2025

0 200 400 800 Feet

DESIGNWEST GROUP



Legend

Zone

- IND, Industrial
- PU, Public Use
- <all other values>
- Subject Property

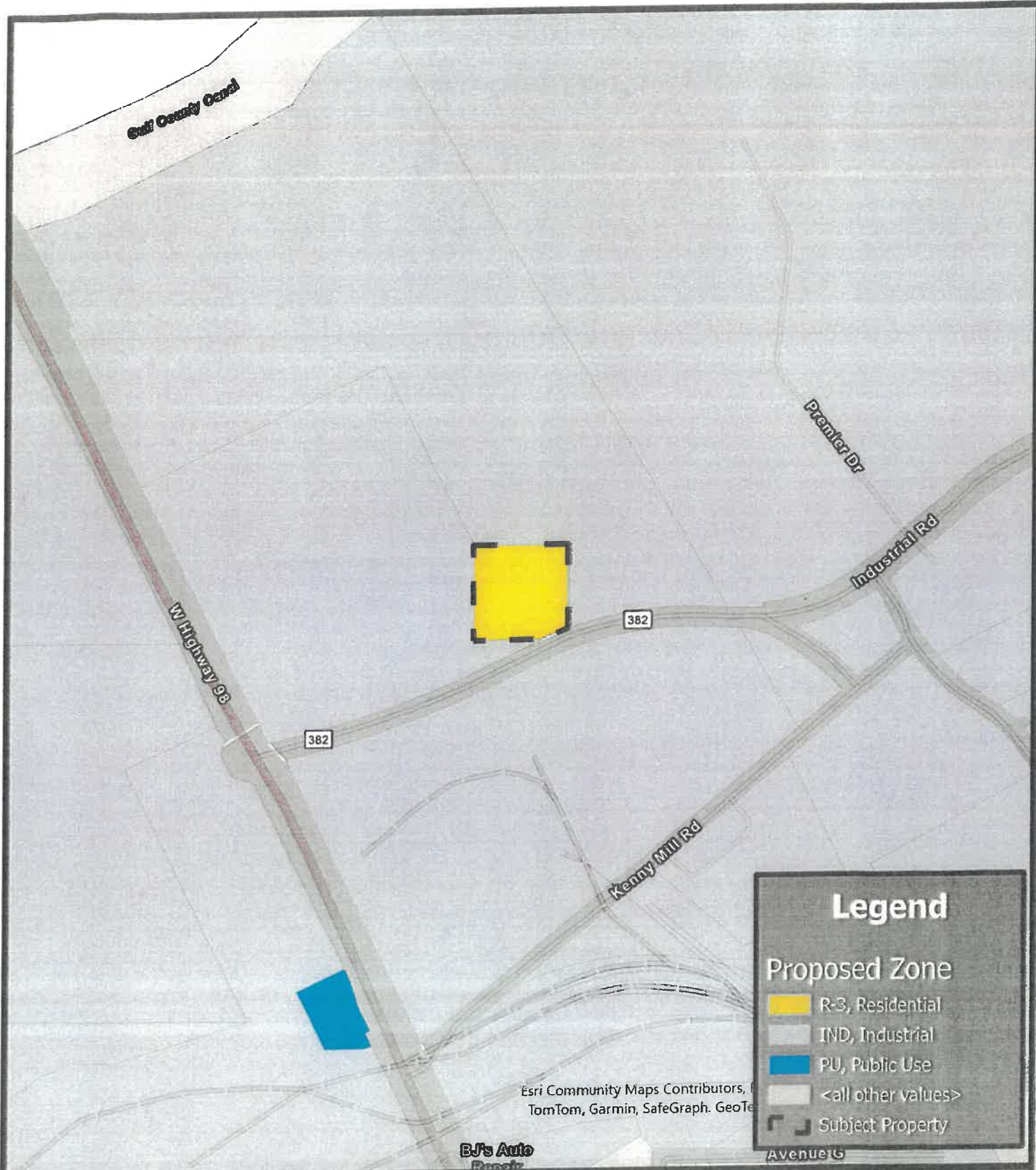
Esri Community Maps Contributors
TomTom, Garmin, SafeGraph, Geo

H & K Gulf Coast Holdings Zoning Map

0 200 400 600 Feet

42 June 2025

DESIGNWEST GROUP



H & K Gulf Coast Holdings Proposed Zoning Map

0 250 500 1,000 Feet

43 June 2024

DESIGNWEST GROUP

City of Port St. Joe Application

**CITY OF PORT ST. JOE FUTURE LAND USE MAP
AMENDMENT APPLICATION**

Property Address: Industrial Road Current Land Use: Residential (County)
Property Owner: H & K Gulf Coast Holdings Proposed Land Use: Residential R-3
Mailing Address: 113 Monument Avenue, Port St. Joe Florida 32456

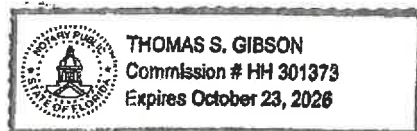
Phone: (850) 545-6503

Applicant if Different: Raymond W. Greer

Parcel Number: 04571-000R

Patricia Kaye Haddock 4/24/25
Owners Signature Date

Sworn to and subscribed before me this 24 day of April. Personally Known
OR Produced Identification.
Type Provided _____



[Signature]
Signature of Notary

PUBLIC NOTICE

1. A sign will be posted for two weeks on the property seeking the change and a notice will be published in the local newspaper.

APPLICATION REQUIREMENTS

Application Fee: Small Scale Amendment - \$500.00 – Large Scale Amendment \$2,000.00

Legal Description of Property

Copy of Deed

Copy of Survey

LEGAL DESCRIPTION

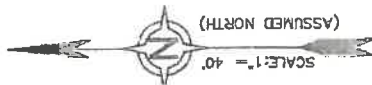
Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, & 12, Block "A", McClellan-Dickinson, a subdivision as per map or plat thereof recorded in Plat Book 1, Page 24 in the Public Records of Gulf County, Florida

NOTES:

1. No improvements were located in this survey other than those shown hereon.
2. No underground encroachments, utilities or foundations were located in this survey.
3. All measurements shown hereon are Standard U.S. Survey Feet and decimal thereof.
4. As indicated from Flood Insurance Rate Map for Gulf County, Florida, Community-Preferred Flood Hazard Zone 100-A, 3333 is the Date of Firm Inset March 9, 2021. This Property is located in Zone "X", & Zone "X" Shaded.
5. The use of this survey is limited to the specific transaction shown hereon.
6. Subject to zoning setbacks, easements and restrictions of record.
7. Adjoining deeds of record were not provided to this firm.

GRAPHIC SCALE

(IN FEET)
1 inch = 40 ft.

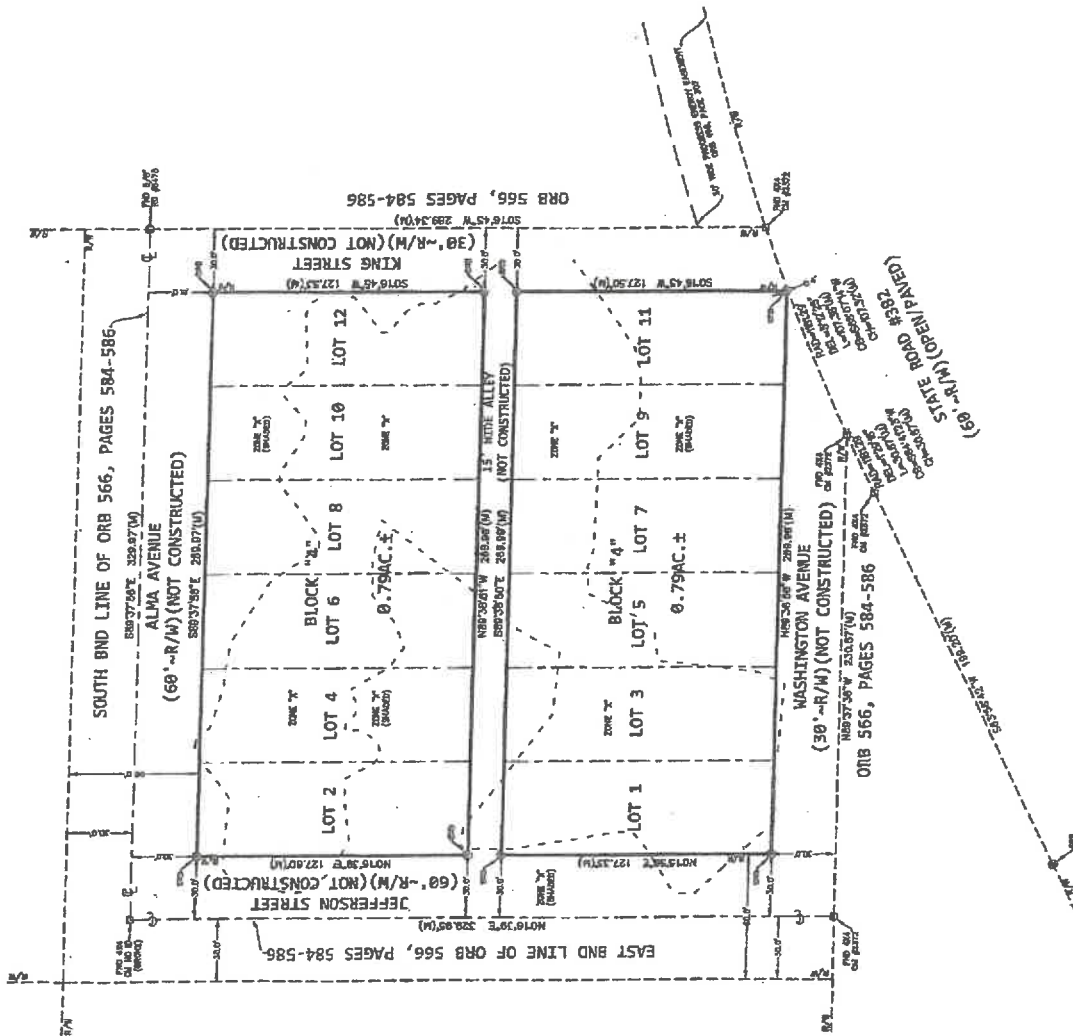


SCALE: 1" = 40'
(ASSUMED NORTH)

EDWIN BROWN & ASSOCIATES
SURVEYORS & MAPPERS
(850) 424-2015, 888-433-4436, FAX (850) 874-0940
P.O. Box 2813 Dunedin, FL 33520

The undersigned surveyor has not been provided a correct title opinion or abstract of matters affecting title or boundary to the subject property, or in the absence thereof, there are deeds of record, unrecorded deeds, easements or other instruments which could affect the boundaries.

Not valid without the signature of the surveyor or a raised seal of a Florida licensed surveyor.



LEGEND

- 1" - 1" PRELIMINARY FLOOD ZONE
- 2" - OFFICIAL FLOOD ZONE
- 3" - 3" FLOOD ZONE
- 4" - 4" FLOOD ZONE
- 5" - 5" FLOOD ZONE
- 6" - 6" FLOOD ZONE
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- 96" - 96" FLOOD ZONE
- 97" - 97" FLOOD ZONE
- 98" - 98" FLOOD ZONE
- 99" - 99" FLOOD ZONE
- 100" - 100" FLOOD ZONE

THIS SURVEY IS CERTIFIED TO:
KAYE HADDOCK

THIS SURVEY WAS PREPARED FOR THE SOLE BENEFIT OF THE ABOVE CERTIFIED PARTIES AND FOR NO OTHER PURPOSES. IT IS NOT TO BE USED FOR ANY OTHER TRANSACTION OR FOR ANY OTHER PURPOSES. THE SURVEYOR IS NOT RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THIS SURVEY. THE SURVEYOR IS NOT RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THIS SURVEY. THE SURVEYOR IS NOT RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THIS SURVEY.

PLAN OF SUBDIVISION PREPARED FOR
KAYE HADDOCK

EDWIN G. BROWN AND ASSOCIATES, INC.
2813 GAINESVILLE HWY., P.O. BOX 933 GAINESVILLE, FL 32609 (850) 398-3016

PROJECT/DATE	DATE	PROJECT	DATE	PROJECT	DATE
EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021	EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021	EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021
EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021	EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021	EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021
EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021	EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021	EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021
EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021	EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021	EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021
EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021	EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021	EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021
EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021	EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021	EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021
EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021	EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021	EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021
EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021	EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021	EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021
EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021	EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021	EDWIN G. BROWN AND ASSOCIATES, INC.	11-11-2021

22-750 46780

Property Deed

THIS INSTRUMENT PREPARED BY:
THOMAS S. GIBSON
Rish & Gibson, P.A.
P. O. BOX 39
PORT ST. JOE, FL 32457
File No. 22-0616
Parcel No. 04571-000R

WARRANTY DEED

THIS WARRANTY DEED made 27, October 2022,

by **DAVISSON F. DUNLAP, JR and JANICE DICKENS DUNLAP, husband and wife and BRENDA DICKENS DYE**, hereinafter called the Grantor,

to **H & K GULF COAST HOLDINGS, L.L.C.**, a Florida limited liability company whose post office address is 114 Monument Avenue, Port St Joe, FL 32456 , hereinafter called the Grantee.

WITNESSETH: That the Grantor, for and in consideration of the sum of \$10.00 and other valuable considerations, the receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee all that certain land situate in Gulf County, Florida, viz

SEE EXHIBIT "A" ATTACHED HERETO AND BY THIS REFERENCE MADE A PART THEREOF.

SUBJECT TO: Covenants, Restrictions and Easements of record, if any.

GRANTOR HEREBY CERTIFIES THAT THE ABOVE DESCRIBED PROPERTY IS NOT HOMESTEAD OF THE GRANTOR.

TOGETHER, with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

TO HAVE AND TO HOLD, the same in fee simple forever.

AND the Grantor hereby covenant with said grantee that the Grantor is lawfully seized of said land in fee simple; that the Grantor has good right and lawful authority to sell and convey said land; that the Grantor hereby fully warrant the title to all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2021 and **SUBJECT TO** the Applicable Comprehensive Plan, including developmental regulations and **SUBJECT TO** taxes for the current year and later years and all valid easements.

And Grantor does hereby fully warrant title to said land and will defend the same against

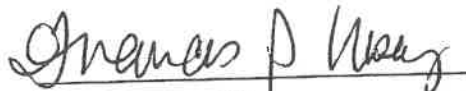
the lawful claims of all persons whomsoever, subject only to any exceptions set forth herein.

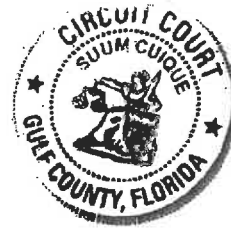
IN WITNESS WHEREOF, the said Grantor has signed and sealed these presents the day and year first above written.

*Signed, sealed and delivered
in our presence:*


Witness Signature
Printed Name: Kristanna L Jackson

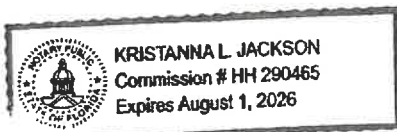

BRENDA DICKENS DYE

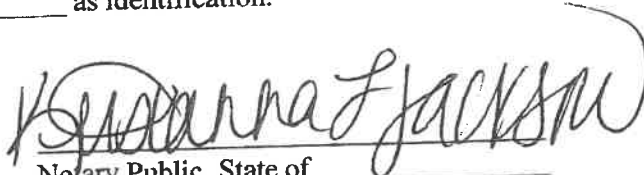

Witness Signature
Printed Name: Frances Q. Wray



STATE OF Florida
COUNTY OF Gulf

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this day 27 of October, 2022, by BRENDA DICKENS DYE, ☐ is/are personally known to me or ☒ has/have produced drivers license as identification.




Notary Public, State of _____
My Commission Expires: _____

IN WITNESS WHEREOF, the said Grantor has signed and sealed these presents the day and year first above written.

*Signed, sealed and delivered
in our presence:*

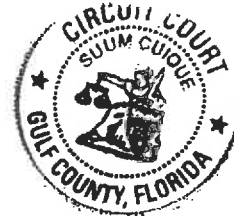
Shenan P. Key
Witness Signature
Printed Name: Frances G. Wray

DAVISSON F. DUNLAP, JR
DAVISSON F. DUNLAP, JR

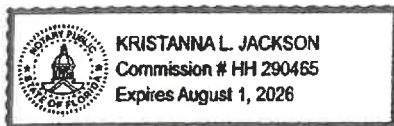
Kristanna L. Jackson
Witness Signature
Printed Name: Kristanna L. Jackson

Janice Dickens Dunlap
JANICE DICKENS DUNLAP

STATE OF Florida
COUNTY OF Gulf



The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this day 27 of October, 2022, by DAVISSON F. DUNLAP, JR and JANICE DICKENS DUNLAP, husband and wife, ☐ is/are personally known to me or ☒ has/have produced drivers license as identification.



Kristanna L. Jackson
Notary Public, State of _____
My Commission Expires: _____

EXHIBIT "A"

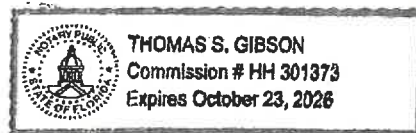
A portion of the southwest quarter of the southeast quarter of the northeast quarter, section thirty-five (35), township seven (7) south, range eleven (11) west, Gulf County, Florida, property I.D. no. 04571-000, also described as lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, and 12, Block 4, of McClellan-Dickinson subdivision of Port St. Joe, Florida, according to the plat thereof recorded in plat book one, page 24, of the public records of Gulf County, Florida.

**CITY OF PORT ST. JOE FUTURE LAND USE MAP
AMENDMENT APPLICATION**

Property Address: Industrial Road Current Land Use: Residential (County)
Property Owner: H & K Gulf Coast Holdings Proposed Land Use: Residential R-3
Mailing Address: 113 Monument Avenue, Port St. Joe Florida 32456

Phone: (850) 545-6503
Applicant if Different: Raymond W. Greer
Parcel Number: 04571-000R

Raymond W. Greer 4/24/25
Owners Signature Date
Sworn to and subscribed before me this 24 day of April. Personally Known
OR Produced Identification.
Type Provided _____



[Signature]
Signature of Notary

PUBLIC NOTICE

1. A sign will be posted for two weeks on the property seeking the change and a notice will be published in the local newspaper.

APPLICATION REQUIREMENTS

Application Fee: Small Scale Amendment - \$500.00 – Large Scale Amendment \$2,000.00

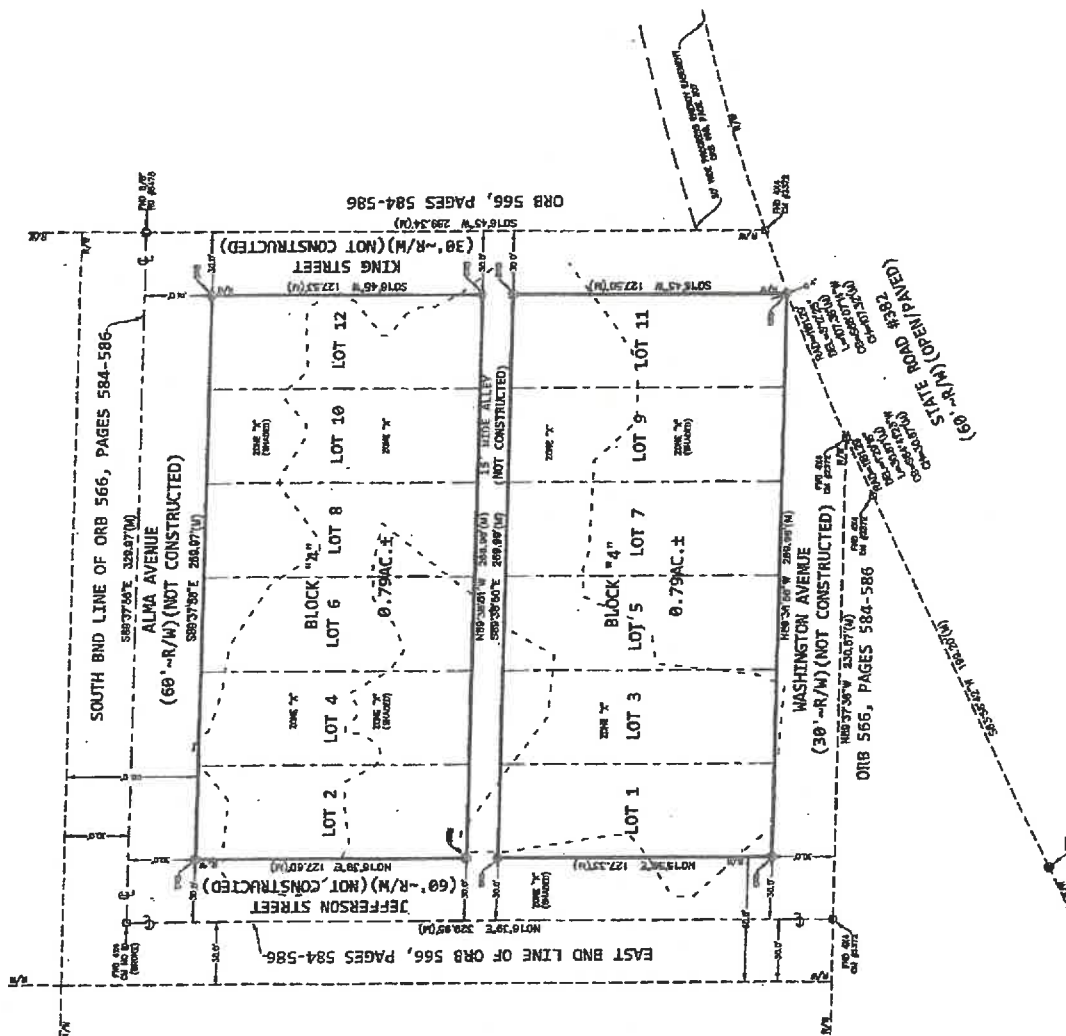
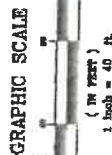
Legal Description of Property

Copy of Deed

Copy of Survey

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, & 12, Block "A", MacKellan-Dickinson, a subdivision as per map or plat thereof recorded in Plat Book 1, Page 24 in the Public Records of Gulf County, Florida

1. No improvements were located in this survey other than those shown hereon.
2. No underground encroachments, utilities or foundations were located in this survey.
3. All measurements shown hereon are Standard U.S. Survey Feet, and decimals thereof.
4. As located from Flood Insurance Rate Map for Gulf County, Florida, Community-
Planet Number 120450 0333 H, Date of Firm Index: March 9, 2021. This
Property is located in Zone "X", & Zone "X" Shaded.
5. The use of this survey is limited to the specific transaction shown hereon.
6. Subject to zoning setbacks, easements and restrictions of record.
7. Adjoining deeds of record were not provided to this firm.



1) 826-3018 688-4333-4438 FAX (850) 878-1180
Fax 026 0813 Email for 878-1180: 878-1180@878-1180.com

Not valid without the
 2011-2012

WADE O. BROWN
Surveyor & Mapper
Florida Certificate No.
(UB 6475)

100	PRELIMINARY FLOOD ZONE	100	CALCULATED FLOOD
101	OFFICIAL RECORD BOOK	101	REMARKS
102	POINT OF BEGINNING	102	REMARKS
103	POINT OF TERMINATION	103	REMARKS
104	POINT OF COMMENCEMENT	104	REMARKS
105	POINT OF ENDING	105	REMARKS
106	POINT OF BEGINNING	106	REMARKS
107	POINT OF TERMINATION	107	REMARKS
108	POINT OF COMMENCEMENT	108	REMARKS
109	POINT OF ENDING	109	REMARKS
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183	POINT OF TERMINATION	183	REMARKS
184	POINT OF COMMENCEMENT	184	REMARKS
185	POINT OF ENDING	185	REMARKS
186	POINT OF BEGINNING	186	REMARKS
187	POINT OF TERMINATION	187	REMARKS
188	POINT OF COMMENCEMENT	188	REMARKS
189	POINT OF ENDING	189	REMARKS
190	POINT OF BEGINNING	190	REMARKS
191	POINT OF TERMINATION	191	REMARKS
192			

- NO - STUB OUT
- LA - ELECTRIC BOX
- BI - FWD CONCRETE MONUMENT
- CC - SERVICE POLE
- CD - FWD MONUMENTATION
- ED - EDGE OF PAVEMENT
- EA - LIGHT POLE
- CI - CURBING TAIL / WIRE CURBING

THIS SURVEY IS CERTIFIED TO:
KATE HANCOCK

THIS SURVEY WAS PREPARED FOR THE SOLE BENEFIT OF THE ABOVE CERTIFIED ENTITIES AND/OR INDIVIDUALS AND IS INTENDED TO BE USED FOR THE CURRENT TRANSACTION ONLY. INDIVIDUALS WHO ARE NOT SPECIFICALLY LISTED ABOVE ARE NOT INTENDED TO RELY UPON THIS BOUNDARY SURVEY FOR ANY PURPOSE. FURTHERMORE, THIS SURVEY IS NOT DELIVERED TO AND WILL NOT SUPPORT THIS BOUNDARY SURVEY TO ANY INDIVIDUAL OR ENTITY WHICH IS NOT SPECIFICALLY LISTED ABOVE.

KAYE HADDOCK

EDWIN G. BROWN AND ASSOCIATES, INC.

[illegible]

CSL - 1975 COASTAL SETBACK LINE
FOU - FLORIDA DEPARTMENT OF TRANSPORTATION
FUD - FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

ORDINANCE NO. 620

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF PORT ST. JOE, FLORIDA, SPECIFICALLY CHANGING THE ZONING DESIGNATION OF PARCEL ID NUMBER 03040-150R FROM COMMERCIAL C-1 AND RESIDENTIAL R-1 TO PUBLIC USE, AND PROVIDING FOR REPEAL OF ANY CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 163, Florida Statutes, empowers the City Commission of the City of Port St. Joe, Florida; to prepare and enforce Land Development Regulations for the implementation of the adopted Comprehensive Plan; and

WHEREAS, on July 14, 2025, the Planning and Development Review Board sitting as the local planning agency for the City, recommended approval of the amendment to the Official Zoning Map of the City; and

WHEREAS, the City Commission desires to adopt the amendment to the Official Zoning Map to guide and control the future development of the City, and to preserve, promote, and protect the public health, safety, and welfare; and

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PORT ST. JOE, FLORIDA:

SECTION 1. APPROVAL

The City of Port St. Joe Official Zoning Map is hereby amended and the Parcel is hereby changed from Commercial C-1 and Residential R-1 Zoning Districts to Public Use Zoning District. The application and all documentation submitted by the Applicant in support of it are hereby incorporated by reference.

SECTION 2. CONSISTENCY WITH CITY OF PORT ST. JOE COMPREHENSIVE PLAN

The City Commission hereby finds and determines that the approval of the zoning to Public Use for the Parcel is consistent with the goals, objectives and policies of the City of Port St. Joe Comprehensive Plan as amended.

SECTION 3. ENFORCEMENT

The City may enforce this Ordinance as authorized by law.

SECTION 4. ZONING

The Official Zoning map of the City of Port St. Joe is hereby amended to show the property described in Exhibit "A" and depicted on Exhibit "B" as Public Use.

SECTION 6. REPEAL

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 7. SEVERABILITY

The provisions of this Ordinance are hereby declared to be severable. If any provision of this Ordinance, or the application thereof, to any person or circumstance is held to be invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application.

SECTION 8. EFFECTIVE DATE

This ordinance shall become effective upon adoption as provided by law.

This Ordinance was adopted in open regular meeting after its second reading this ____ day of _____, 2025.

THE CITY COMMISSION OF THE CITY
OF PORT ST. JOE, FLORIDA

By: _____
Rex Buzzett, Mayor-Commissioner

Attest: _____
Charlotte M. Pierce
City Clerk

55

EXHIBIT "A"

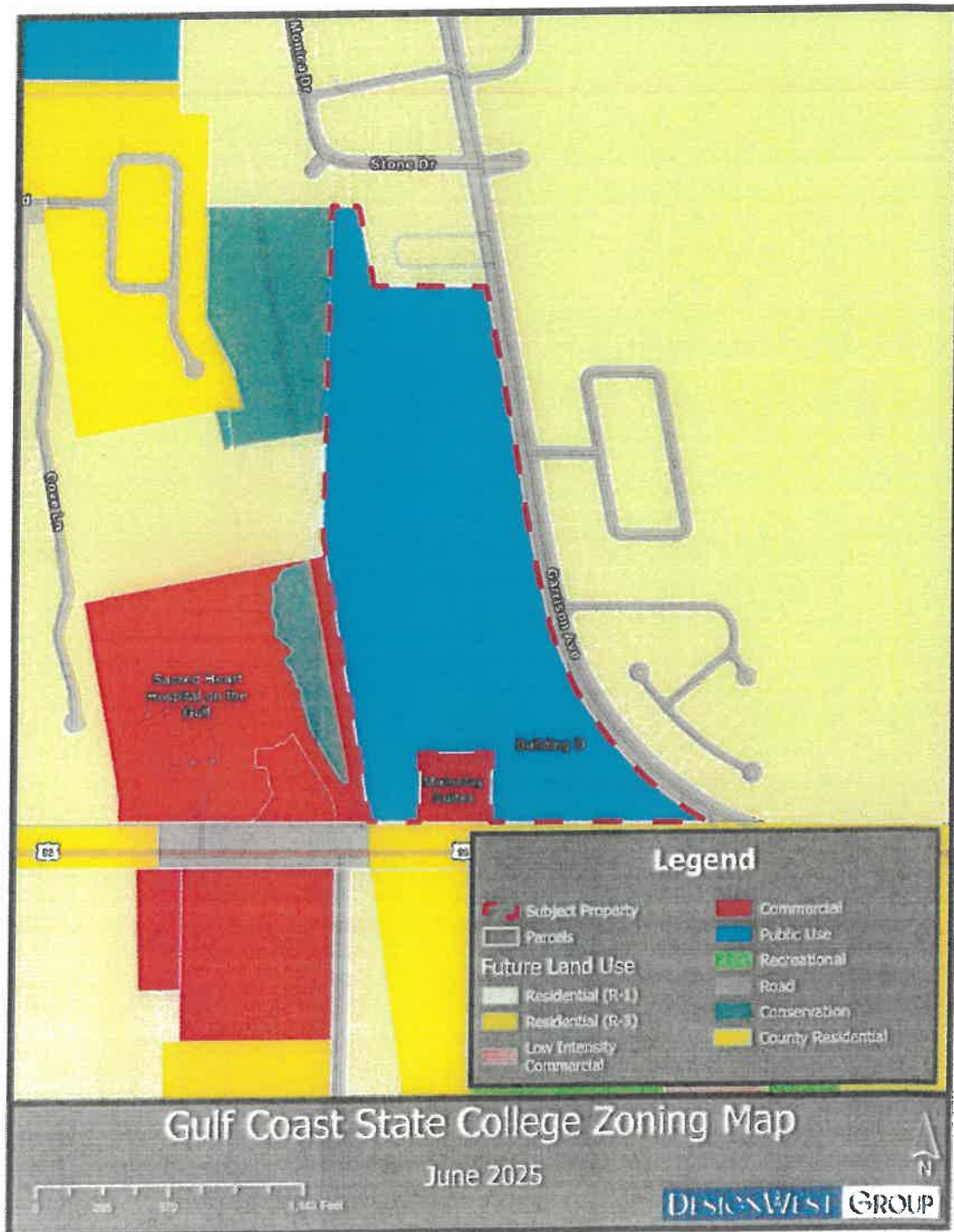
LEGAL DESCRIPTION (PARCEL ID NUMBER 03040-150R):

A lot or parcel of land being located in the City of Port St. Joe, Gulf County, Florida, and being more particularly described as follows:

BEGINNING at the Northeast corner of the H.O.A. Common Area of the Retreat at Palmetto Bluff Subdivision as found recorded in the Office of the Clerk of Court of Gulf County, Florida, in Plat Book 8, Page 70, as marked by a 6"x6" Concrete Monument being on the North line of the Northwest 1/4 of the Southwest 1/4 of Section 18, Township 8 South, Range 10 West, and also being on the South line of Lot 8, Block Eight, of Ward Ridge Unit 2 Subdivision as found recorded in said Office in Plat Book 4, Page 4; thence along said North line bearing S 87°43'02" E a distance of 58.34 FT to the Southwest corner of Lot 7 of said Block Eight as marked by an Illegible Capped Pin; thence along said North line bearing N 89°30'44" E a distance of 55.83 FT to a 4"x4" Concrete Monument stamped B&H PRM LB 2372 being on the South line of said Lot 7; thence depart said North line bearing S 10°49'02" E a distance of 350.09 FT to an Illegible 4"x4" Concrete Monument; thence S 88°58'38" E a distance of 475.04 FT to the West right of way (R/W) of Garrison Avenue (100' R/W) as marked by an Illegible 4"x4" Concrete Monument; thence along said West R/W bearing S 10°47'43" E a distance of 1340.38 FT to a 6"x6" Concrete Monument; thence along said West R/W along a curve to the left having a delta angle of 06°19'45" with a radius of 1482.69 FT an arc length of 163.79 FT with a chord bearing of S 13°58'30" E a chord distance of 163.70 FT to a Capped Pin stamped PCP LB8011; thence along said West R/W along a curve to the left having a delta angle of 43°31'08" with a radius of 1482.69 FT an arc length of 1126.18 FT with a chord bearing of S 38°56'55" E a chord distance of 1099.30 FT to the intersection of said West R/W with the North R/W of Florida State Road 30A (200' R/W) as marked by a Capped Pin stamped PCP LB8011; thence along said North R/W bearing N 89°23'38" W a distance of 460.05 FT to a 6"x6" Concrete Monument stamped SRD ROW; thence along said North R/W bearing N 89°24'14" W a distance of 500.00 FT to a Capped Pin stamped PCP LB8011; thence depart said North R/W bearing N 01°16'35" E a distance of 299.81 FT to an Illegible 4"x4" Concrete Monument; thence N 89°22'42" W a distance of 299.99 FT to an Illegible 4"x4" Concrete Monument; thence S 01°12'44" W a distance of 300.10 FT to said North R/W as marked by an Illegible 4"x4" Concrete Monument; thence along said North R/W bearing N 89°22'07" W a distance of 342.36 FT to a Capped Pin stamped PRI LB 7137; thence depart said North R/W along a curve to the left having a delta angle of 29°55'49" with a radius of 270.00 FT an arc length of 141.04 FT with a chord bearing of N 15°48'20" W a chord distance of 139.45 FT to a Capped Pin stamped PRI LB 7137; thence N 30°45'44" W a distance of 95.02 FT to a Capped Pin stamped LB7858; thence N 01°13'00" E a distance of 941.82 FT to the Southeast corner of said H.O.A. Common Area as marked by a Capped Pin stamped PRI LB 7137; thence along the East line of said H.O.A. Common Area bearing N 01°13'08" E a distance of 1510.78 FT to the POINT OF BEGINNING. Said parcel being located in the City of Port St. Joe, Gulf County, Florida, in the SW 1/4 of Section 18, T8S, R10W and containing 50.81 acres, more or less.

EXHIBIT "B"

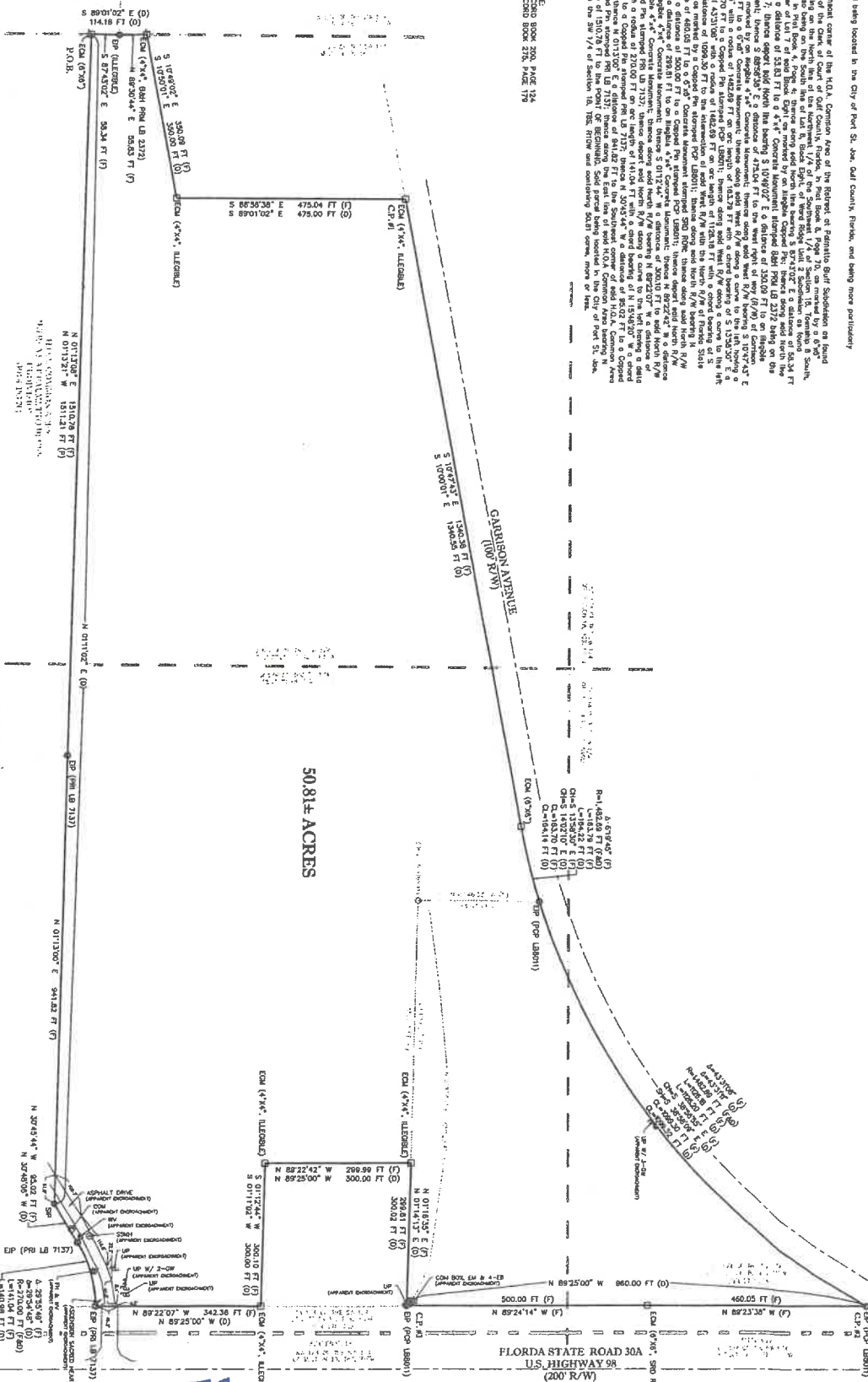
Zoning Map:



described as follows:

[illegible]

SOURCES OF TITLE:
OFFICIAL RECORD BOOK 200, PAGE 124
OFFICIAL RECORD BOOK 275, PAGE 179



50.81± ACRES

1. Having carefully read the caption, this is a true representation of the property therein located and that said property meets the requirements of the provisions of the California Code, pertinent to Section 117202.

WITNESSE MY HAND AND SEAL OF OFFICE, this 11th day of May, 1968.

CLERK OF SUPERIOR COURT

FILED 21 1968

DEPT.

[illegible][illegible]

1. FILE
 2. REPLY
 3. ACCUSED WRONGS
 4. WORTHY
 5. PLAY BOOK
 6. O.A. POINT OF CONCERNING
 7. W.C. POINT OF CONCERNING
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NORTHSTAR
ENGINEERING SERVICE

2431 Hardford Hwy
Dothan, AL 36305
P: 334-673-9995

1021 Grace Ave
Panama City, FL 32401
P: 850-259-0143

www.northstarengineering.com

**A BOUNDARY SURVEY OF
GULF COAST COMMUNITY COLLEGE
CITY OF PORT ST. JOE
GULF COUNTY, FLORIDA**

REVISIONS:

SURVEY DATE:
04/26/2025

FR. I.I., PG. 6

DRAWN BY:
C. TTD

APPROVED BY:
S. STROHLAND

PROJECT NO.
R 1002-25

Statistics of α and β for three cases showing convergence rate of β to β_0

**CITY OF PORT ST. JOE FUTURE LAND USE MAP
AMENDMENT APPLICATION**

Property Address: 3800 Garrison Ave, Port St Joe, FL

Current Land Use: C-1, R-1

Property Owner: Gulf Coast State College

Proposed Land Use: Public Use

Mailing Address: 5230 West Hwy 98, Panama City, FL 32401

Phone: (850) 812-3807

Applicant if Different: Northstar Engineering Services

Parcel Number: 03040-150R

John D. Mercer, VP, Admin & Finance
Owners Signature for Gulf Coast State College

Sworn to and subscribed before me this 2nd day of June, 2025. Personally Known
OR Produced Identification.

Type Provided



Theresa Anderson
Signature of Notary

PUBLIC NOTICE

1. A sign will be posted for two weeks on the property seeking the change and a notice will be published in the local newspaper.

APPLICATION REQUIREMENTS

Application Fee: Small Scale Amendment - \$500.00 – Large Scale Amendment \$2,000.00

Legal Description of Property

Copy of Deed

Copy of Survey

John D. Mercer
Owner Signature

Date: 06/01/2025

Alex Schratz
Applicant Signature

Date: 06/02/2025

ACKNOWLEDGED BY AND FOR HIM IN

Derrick Bennett
Attorney at Law
Bennett, Campbell, and Bennett, P.A.
112 East Third Court
Panama City, FL 32401
850-763-4671
File Number: GCCC-GulfCty
Parcel Identification No. 03040-000R

Inst:0020020797 Date:02/20/2002 Time:11:07:19
Doc Stamp-Deed : 3430.00
B. Bennett, Doug C Birmingham, GULF County B:275 P:179

000179

[Space Above This Line For Recording Data]

Warranty Deed

(STATUTORY FORM - SECTION 689.02, F.S.)

This Indenture made this 15th day of February, 2002 between Patricia T. Warriner, a married woman, dealing in her non-homestead property whose post office address is P.O. Box 280, Port St. Joe, Florida 32457-0280, of the County of Gulf, State of Florida, grantor*, and The District Board of Trustees of Gulf Coast Community College whose post office address is 5230 West Highway 98, Panama City, FL 32401 of the County of Bay, State of Florida, grantee*,

Witnesseth, that said grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said grantee, and grantee's heirs and assigns forever, the following described land, situate, lying and being in Gulf County, Florida, to-wit:

Commence at the Northwest corner of Section 18, Township 8 South, Range 10 West, Gulf County, Florida. Thence South 01°13'42" West along the West line of said Section 18 for 2611.67 feet to the West Quarter corner of said Section 18 and the municipal limits line of Port St. Joe, Florida, thence South 89°01'02" East along said municipal limits line and the North line of the South half of said Section 18 for 659.94 feet to the Point of Beginning. Thence continue South 89°01'02" East for 114.18 feet to the Northwest Corner of the parcel described in Gulf County Official Records Book 116, page 387, thence South 10°50'01" East Parallel with the Westerly right of way line of Garrison Avenue for 350.00 feet to the Southwest corner of said parcel, thence South 89°01'02" East parallel with said north line of the South half of Section 18 for 475.00 feet to said Westerly right of way line of Garrison Avenue and the Southeast corner of said parcel, thence South 10°0'01" East along said Westerly right of way line for 1340.55 feet to the beginning of a curve in said right of way line which is concave to the Northeast and having a radius of 1482.69 feet, thence Southeasterly along said curving right of way line for an arc distance of 164.22 feet, the chord of said arc bearing South 14°02'10" East for 164.14 feet to the North line of the parcel described in Gulf County Official Records Book 193, page 123, thence North 88°49'58" West along said North line for 251.07 feet to the Northwest corner of said parcel, thence South 01°11'02" West line of said parcel for 550.30 feet, thence North 89°25'00" West parallel with the North right of way line of State Road No. 30-A, U.S. Highway 98, for 300.00 feet, thence South 01°11'02" West for 300.00 feet to said North right of way line, thence North 89°25'00" West along said North right of way line for 433.21 feet to said municipal limits line, thence North 01°11'02" East along said municipal limits line for 2667.80 feet to the Point of Beginning.


and said grantor does hereby fully warrant the title to said land, and will defend the same against lawful claims of all persons whomsoever.

Subject to any other easements, reservations, and rights of way of record, mineral interests of record, and taxes for the current year.

* "Grantor" and "Grantee" are used for singular or plural, as context requires.

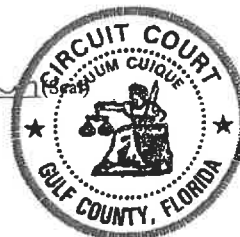
In Witness Whereof, grantor has hereunto set grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:


Witness Name: Leslie A. Johnson


Witness Name: Derrick Bennett


Patricia T. Warriner



State of Florida
County of Bay

The foregoing instrument was acknowledged before me this 15th day of February, 2002 by Patricia T. Warriner, who ☐ is personally known or ☒ has produced a driver's license as identification.

[Notary Seal]

LESLEE A. JOHNSON
Notary Public State of Florida
Commission No. CC748151
My Commission Exp. June 3, 2002

Notary Public

Printed Name: _____

My Commission Expires: _____

000179

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FILED AND RECORDED

DATE 04/15/97 TIME 09:47

AGREEMENT AND MORTGAGE

124

WHEREAS, Gulf Coast Community College (hereinafter called "Mortgagor") has applied to, received and accepted from the United States Department of Commerce, Economic Development Administration (EDA) a grant in the amount of Four Hundred Fifty Thousand Six Hundred Seventy Five Dollars (\$450,675 Grant Amount) pursuant to a Financial Assistance Award dated September 13, 1995, and bearing EDA Project Number 04-19-69058 (the Project); and

WHEREAS, pursuant to the application filed by Mortgagor requesting said grant and pursuant to the Financial Assistance Award, the Grant Amount is to be used for the purpose of making improvements consisting of construction of a building(s) for use as a training center on the real property described in Exhibit "A", attached hereto and made a part hereof (the Property); and

WHEREAS, any transfer or conveyance of a project by an EDA Recipient must have the prior written approval of EDA. However, EDA, under authority of the Public Works and Economic Development Act of 1965, as amended, 42 U.S.C. Section 3121, is not authorized to permit transfer or conveyance of a project to parties which are not eligible to receive EDA grants unless EDA is repaid its share of the fair market value of the project or unless the authorized purpose of the EDA grant is to develop land in order to lease it for a specific use, in which case EDA may authorize a lease of the project if certain conditions are met; and

WHEREAS, the aforesaid grant from EDA provides that the authorized purpose for which the Grant Amount may be used is to develop and improve the Property in order to lease it for a specific use while further providing, *inter alia*, that Mortgagor will not sell, mortgage, or otherwise use or alienate any right to, or interest in the Property, (other than by a lease which has been previously approved by EDA), or use the Property for purposes other than and different from those purposes set forth in the Financial Assistance Award and the application made by Mortgagor therefor, such alienation or use being prohibited by 13 CFR Part 314, 15 CFR Part 24 or by Office of Management and Budget Circular A-110, Attachment N, (the OMB Circular); and

WHEREAS, at this time, Mortgagor and EDA desire to establish a value for EDA's share of the Project in the event that the Property is used, transferred or alienated in violation of the Financial Assistance Award, applicable OMB Circular, 13 CFR Part 314 or 15 CFR Part 24;

NOW THEREFORE, Mortgagor does hereby grant and convey unto EDA, its successors and assigns, a mortgage on said Property to secure a debt that shall become due and payable by Mortgagor to EDA upon the use, transfer or alienation of the Property in violation of the Financial Assistance Award or in violation of the regulations set forth in 13 CFR Part 314, 15 CFR Part 24 or the applicable OMB Circular, as such Financial Assistance Award, regulations or Circular may be amended from time to time; provided, however, that the lien and encumbrance of this AGREEMENT AND MORTGAGE shall terminate and be of no further force and effect 20 years from the date hereof, which period of years has been established as the useful life of the improvements to the Property. The amount of the lien, encumbrance and debt created by this Agreement shall be the Grant Amount or the amount actually disbursed or an amount determined pursuant to 13 CFR Part 314. Mortgagor does hereby acknowledge that said debt shall accrue and be due and payable upon any use, transfer, or alienation prohibited by the Financial Assistance Award, applicable OMB Circular, 13 CFR Part 314 or 15 CFR Part 24, and does, moreover, agree that such debt shall be extinguished only through the full payment thereof to the United States.

THIS INSTRUMENT PREPARED BY:

JERRY C. FOSTER, REGIONAL COUNSEL, EDA

401 W. PEACHTREE STREET, N. W., SUITE 1820

CLERK ATLANTA, GEORGIA 30308-3510

JENNY LISTER

CO:GULF

ST:FL

FL 971391 B 200 P 124

CO:GULF

ST:FL

ATRO Form 200

RECORD VERIFIED
Quincy Daniels DC

61

124

Mortgagor further covenants and agrees as follows:

1. Lease of Property:

FL 971391 B 200 P 125
CO:GULF ST:FL

If the Grant Application and Financial Assistance Award authorizes Mortgagor to lease the Property, each lease arrangement shall be subject to the prior written approval of EDA. Prior to EDA granting said approval, it must be satisfied inter alia, that said lease arrangement is consistent with the authorized general and special purpose of the grant; that said lease arrangement will provide adequate employment and economic benefits for the area in which the Property is located; that said lease arrangement is consistent with EDA policies concerning, but not limited to, non-discrimination, nonrelocation and excessive profits and that the proposed Lessee is providing adequate compensation to Mortgagor for said lease. Any Lease Agreement entered into by Mortgagor of the Property shall be subordinate, junior and inferior to this AGREEMENT AND MORTGAGE.

2. Charges; Liens:

Mortgagor shall protect the title and possession of the Property, pay when due all taxes, assessments, and other charges, fines and impositions now existing or hereafter levied or assessed upon the Property and preserve and maintain the priority of the lien hereby created on the Property including any improvements hereafter made a part of the realty.

3. Hazard Insurance:

Mortgagor shall insure and keep insured all improvements now or hereafter created upon the Property against loss or damage by fire and windstorm and any other hazard or hazards included within the term "extended coverage". The amount of insurance shall be the full insurable value of said improvements. Any insurance proceeds received by Mortgagor due to loss shall be applied to restoration or repair of the Property damaged, provided such restoration or repair is economically feasible and the security of this Mortgage is not thereby impaired. If such restoration or repair is not economically feasible or if the security of this Mortgage would be impaired, Mortgagor shall use said insurance proceeds to compensate EDA for its fair share. EDA's fair share shall be a percentage of said insurance proceeds equal to its grant percentage in the total cost of the grant program for which the damaged or destroyed real property was acquired or improved.

4. Preservation and Maintenance of the Property:

Mortgagor shall keep the Property in good condition and repair and shall not permit or commit any waste, impairment, or deterioration of the Property.

5. Inspection:

EDA may make or cause to be made reasonable entries upon and inspection of the Property.

6. Condemnation:

The proceeds of any award or claim for damages, direct or consequential, in connection with any condemnation or other taking of the Property, or part thereof, or for any conveyance in lieu of condemnation shall be used by Mortgagor to compensate EDA for its fair share. EDA's fair share shall be a percentage of said condemnation proceeds equal to its grant percentage in the total cost of the grant program for which the condemned property was acquired or improved.

7. Forbearance by EDA Not a Waiver:

FL 971391 B 200 P 126
CO:GULF ST:FL

Any forbearance by EDA in exercising any right or remedy hereunder, or otherwise affordable by applicable law, shall not be a waiver of or preclude the exercise of any right or remedy hereunder.

8. Recording of Mortgage - Mortgagor's Copy:

Mortgagor shall record this AGREEMENT AND MORTGAGE in the County where the Property is located, thereby securing to EDA an estate in the Property. Mortgagor shall be furnished a conformed copy of this Mortgage at the time of execution or after recordation thereof.

9. Remedies Cumulative:

All remedies provided in this Mortgage are distinct and cumulative to any other right or remedy under this Mortgage or afforded by law or equity, and may be exercised concurrently, independently or successively.

10. Notice:

Any Notice from EDA to Mortgagor provided for in this Mortgage shall be mailed by certified mail to Mortgagor's last known address or at such address as Mortgagor may designate to EDA by certified mail to EDA's address, except for any Notice given to Mortgagor in the manner as may be prescribed by applicable law as provided hereafter in this Mortgage.

11. Remedies:

Upon Mortgagor's breach of any covenant or agreement of Mortgagor in this AGREEMENT AND MORTGAGE, EDA, its designees, successors or assigns may declare the entire indebtedness secured hereby immediately due, payable and collectible. This AGREEMENT AND MORTGAGE may be enforced by the Secretary of Commerce of the United States of America, the Assistant Secretary of Commerce for Economic Development or their designees, successors or assigns, by and through a foreclosure action brought either in a United States District Court, or in any State Court having jurisdiction, but such action shall not be deemed to be a waiver of the aforesaid debt or of any possible further or additional action to recover repayment thereof.

After any breach on the part of Mortgagor, EDA, its designees, successors or assigns shall, upon bill filed or the proper legal proceedings being commenced for the foreclosure of this Mortgage, be entitled, as a matter of right, to the appointment by any competent court, without notice to any party, of a receiver of the rents, issues and profits of the Property, with power to lease and control the Property, and with such other powers as may be deemed necessary.

12. Governing Law; Severability:

This AGREEMENT AND MORTGAGE shall be governed by applicable Federal law and nothing contained herein shall be construed to limit the rights the EDA, its designees, successors or assigns is entitled to under applicable Federal law. In the event that any provision or clause of this instrument conflicts with applicable law, such conflict shall not affect other provisions of this instrument which can be given effect without the conflicting provision, and to this end the provisions of this instrument are declared to be severable.

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IN WITNESS WHEREOF, Mortgagor has hereunto set its hand and seal on this the 8th day of April, 1997.

FL 971391 B 200 P 127
CO:GULF ST:FL

ATTEST:

By: John W. Morris
John W. Morris
Title: Vice President of Business
and Finance
Gulf Coast Community College

Gulf Coast Community College
Mortgagor
By: Robert L. McSpadden
Dr. Robert L. McSpadden
Its: President, Gulf Coast Community College
Secretary, District Board of Trustees
Gulf Coast Community College

STATE OF FLORIDA

COUNTY OF Bay

I hereby certify that on this day before me Dorrie E. Bennett, a Notary Public authorized in the State and County aforesaid to take acknowledgments, personally appeared Dr. Robert L. McSpadden, to me known to be the person described in and who executed the foregoing instrument as President of GCCC, and acknowledged before me that he executed the same as such officer in the name of and on behalf of said Gulf Coast Community College.

Witness my hand and official seal in the County and State last aforesaid this 8th day of April, 1997.

Dorrie E. Bennett

Notary Public

My Commission Expires



DORRIE E. BENNETT
MY COMMISSION # 00304528 EXPIRES
July 23, 1998
BONDED THRU TROY FAY INSURANCE, INC.

Approved:

David C. Gaskin
Attorney for Mortgagor

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EXHIBIT "A"

FL 971391 B 200 P 128
CO: GULF ST: FL

DESCRIPTION: GULF COAST COMMUNITY COLLEGE, GULF COUNTY

A PORTION OF SECTION 18, TOWNSHIP 8 SOUTH, RANGE 10 WEST, GULF COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHWEST CORNER OF SAID SECTION 18; THENCE ALONG THE WEST LINE OF SAID SECTION 18, SOUTH 01 DEGREES 13 MINUTES 42 SECONDS WEST, 2611.67 FEET TO THE WEST QUARTER CORNER OF SAID SECTION 18 AND THE MUNICIPAL LIMITS LINE OF PORT ST. JOE, FLORIDA; THENCE ALONG SAID MUNICIPAL LIMITS LINE, SOUTH 89 DEGREES 00 MINUTES 24 SECONDS EAST, 659.94 FEET; THENCE ALONG SAID MUNICIPAL LIMITS LINE, SOUTH 01 DEGREES 11 MINUTES 02 SECONDS WEST, 2667.67 FEET TO A POINT ON THE NORTH RIGHT OF WAY LINE OF U.S. HIGHWAY 98; THENCE ALONG SAID NORTH RIGHT OF WAY LINE, SOUTH 89 DEGREES 25 MINUTES 00 SECONDS EAST, 733.31 FEET TO THE POINT OF BEGINNING; THENCE NORTH 01 DEGREES 11 MINUTES 02 SECONDS EAST, 850.30 FEET; THENCE SOUTH 88 DEGREES 48 MINUTES 58 SECONDS EAST, 251.07 FEET TO A POINT ON THE WESTERLY RIGHT OF WAY LINE OF GARRISON AVENUE, SAID POINT BEING ON THE ARC OF A NON-TANGENT CURVE CONCAVE TO THE NORTHEAST; THENCE SOUTHEASTERLY ALONG SAID RIGHT OF WAY LINE, ALONG THE ARC OF SAID CURVE, HAVING A RADIUS OF 1482.69 FEET, A CENTRAL ANGLE OF 43 DEGREES 31 MINUTES 11 SECONDS, FOR AN ARC LENGTH OF 1126.20 FEET (CHORD TO SAID CURVE BEARS SOUTH 38 DEGREES 58 MINUTES 09 SECONDS EAST, 1099.32 FEET TO A POINT OF INTERSECTION WITH THE NORTH RIGHT OF WAY LINE OF U.S. HIGHWAY 98; THENCE ALONG SAID NORTH RIGHT OF WAY LINE, NORTH 89 DEGREES 25 MINUTES 00 SECONDS WEST, 960.00 FEET TO THE POINT OF BEGINNING. SAID LANDS CONTAINING 10.00 ACRES, MORE OR LESS.

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Current City Projects 8/5/25

- Sewer Rehab. CDBG-DR- Grant Funding Approved 5/21, Grant Agreement Received, The CCTV work is complete and Anchor Engineering is working on the rehab/replacement plans. L& K Contractors have been awarded the Lift Station Rehab bid on 8/20/24. The Bid for the collection system rehab was awarded to Royal American on 7/1/25.
- Beacon Hill Sewer- The Lift Station is Operational & the Collection System is built. City staff is installing the taps.
- 9/15/23 Dewberry tasked to Survey & Topo the new City Hall Complex with Conceptual Plan options. Dewberry has now been tasked to handle the Civil Engineering and permitting. MLD has been tasked for the Architectural Services on 10/15/24.
- 9/26/23 Dewberry tasked to work on the Expansion of Zone 3 at the WW Sprayfields. The bid was awarded to North Florida Construction on 4/16/24 to clear the property. The construction is complete and Dewberry is working on the FDEP Permit to place in operation.
- Downtown Waterline Replacement Phase II- The SRF Funding has been approved and the bid has been awarded to L & K Contractors. Construction began on 9/30/24.
- 2/11/24 A Task Order was signed with Dewberry to survey the alley between Bay & Harbor Street for potential stormwater improvements. Dewberry is working on a plan a Stormwater Drain Inlet in the alley.
- 3/19/24 A Task Order was signed with Dewberry to design the \$1.5 M Legislative Approp. for multiple roads to be paved. The Bid was awarded to Roberts & Roberts on 11/5/24, CEI Services was awarded to SCE on 1/7/25. The project is under construction.
- Centennial Bldg. Roof- Requesting an Engineer Task Order for specs to repair the roof. 4/1/25
- Washinton Gym Bldg Roof- Received the engineers report for the roof on 6/24/25 and we are working on the bid specs.

- Victoria Ave. Sewer Line Relocation- FDOT requested the line be moved due to roadway improvements. The FDEP Permit received 7/28/25
- Water Plant Backwash Reuse System Installation- The grant has been approved and the materials have been ordered.
- Garrison Ave. Shoulder Work- The work is complete.
- 20th Street Stormwater Pipe Evaluation- The Evaluation is in process.

City of Port St. Joe
Policy for Donations to Local
Non-For-Profit Charitable Organizations

I. Purpose: The purpose of this Policy is to set forth the procedures of the City of Port St. Joe for donations and funding to local non-for-profit charitable organizations. This includes direct monetary contributions to those organizations. Not currently in the City budget with a maximum contribution of \$500.

II. Definition: A local non-for-profit charitable organization is defined as an organization that falls within Section 501(c)(3) or Section 501(a) of the Internal Revenue Code, and which also has an active non-for-profit corporation registered with the State of Florida.

III. Procedures:

- a. Any local non-for-profit charitable organization wishing to apply for funding from the City must complete and file an application for funding with the City. Application forms are available at City Hall.
- b. The information provided by the applicant will be reviewed by the City Clerk for completeness. If it is determined that the applicant has supplied all the necessary information, the application will be referred to the Commission for consideration and/or approval.

IV. Submission Requirements:

- a. All applicants are required to submit applications in the format required by the City.
- b. Incomplete applications will not be considered.
- c. Applicants may submit additional information related to the funding request.
- d. The City Manager or City Commission may impose conditions and/or additional requirements in connection with any donation or funding approval.
- e. Any donation or funding approved and provided by the City shall require that the organization comply with all federal, state, and local laws and regulations.

- f. All applications or requests for donations or funding, and review and approvals by City employees and the City Commission, shall comply with applicable provisions of the City of Port St. Joe Code of Ethics.

Policy for Donations to Local Organizations	
Date Adopted by Council	
Effective Date	

Application for Donations

Name of Organization: _____

Federal Tax ID Number: _____

Contact Name: _____

Contact Phone Number: _____

Contact email address: _____

Briefly describe what the donation will be used for:

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Signature of Applicant

Approved by City Commission: Yes or No (Please circle)

If No, Brief Reason: _____

Amount Donated: _____



Bid Proposal for BENT TREE

CUSTOMER	CITY OF PORT ST JOE 309 WATER PLANT ROAD PORT ST JOE, FL 32456	Job BENT TREE PORT ST JOE, FL Bid Date: 07/18/2025 Bid #: 4334291
CONTACT	Sales Representative Tanner Jenkins (M) 850-832-2578 (T) 850-769-7006 Tanner.Jenkins@coreandmain.com	Core & Main 2606 Airport Road Panama City, FL 32405 (T) 8505326720
NOTES		

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Bid Proposal for BENT TREE

CITY OF PORT ST JOE

Job Location: PORT ST JOE, FL

Bid Date: 07/18/2025

Core & Main Bid #: 4334291

Core & Main

2606 Airport Road

Panama City, FL 32405

Phone: 8505326720

Fax: 8509136293

Seq#	Qty	Description	Units	Price	Ext Price
10	700	2 PVC SDR21 PR200 PIPE GRN 20' GREEN GSKT	FT	1.58	1,106.00
20	1	F202-380-IP7 3X2IP DI SAD EXPY COATED	EA	54.84	54.84
		DUAL ZINC PLATED STL STRAPS 3.46-3.80 OD			
30	2	2 AVK THRD RW GV OL ON 030633900A	EA	413.12	826.24
40	2	461-S VALVE BOX COMP M/SEWER IMP	EA	65.00	130.00
50	4	S71-206 2X1-1/2 IP BRS SAD 2.38 OD	EA	76.60	306.40
60	4	FB1102-6-NL 1-1/2 BALLCORP STOP MIPTXPJ PVC NO LEAD	EA	242.18	968.72
70	4	B71-666W-NL 1-1/2 BALL CURB STOP PJ PVCXFPT LW NO LEAD	EA	288.67	1,154.68
80	4	1-1/2X3 BRASS NIPPLE NL (I) NO LEAD	EA	14.45	57.80
90	4	LAN 1-1/2 NL BR SWING CHK VLV 700-225-04040	EA	35.53	142.12
100	4	UP JD2101SGLSEWER 15X21 PP MTR BOX BLK W/ GRN LID MK SEWER	EA	29.84	119.36
110	7	C87-77-NL 2 BRS MALE ADPT MIPTXPJ PVC NO LEAD	EA	123.59	865.13
120	1	2 PVC S80 TEE HXFPT 802-020	EA	14.13	14.13
130	1	2 PVC S80 90 HXH 806-020	EA	4.81	4.81
140	200	1-1/2X100 IPS DR11 PE TUBE GRN 200 PSI	FT	1.54	308.00
150	1000	12GA TW BLUE 500' CCS PE30 COPPER CLAD TRACER WIRE PER FOOT	FT	0.11	110.00
				Sub Total	6,168.23
				Tax	0.00
				Total	6,168.23

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/terms-of-sale/>

THIS BID MAY INCLUDE GLOBALLY SOURCED (IMPORTED) MATERIALS THAT ARE SUBJECT TO CHANGING TARIFFS. PRICES ARE SUBJECT TO CHANGE DUE TO POTENTIAL ADDITIONAL TARIFFS IMPOSED BY THE U.S. GOVERNMENT. IF IMPOSED, PRICES WILL INCREASE BY THE SAME PERCENTAGE AND WILL BE EFFECTIVE ON THE DATE THAT THE NEW TARIFFS ARE IMPLEMENTED. THESE ITEMS SHOULD BE PURCHASED WITH HASTE TO AVOID ANY ADDITIONAL RISING TARIFF COSTS.

\$1,542.00 EA CONNECTION

Grants Updated- 8/5/25

Title	Amount	Status
NWFWMD/NERDA	\$971,850	Draft Stormwater Master Plan Complete. Water Quality portion is on hold.
FDEM	\$660,943 \$5,000	Hazard Mitigation. Elevation of (12) lift stations and switch gear for Washington Gym Generator Power. Submitted 3/6/20. 25% match. Approved 12/16/22
FEMA	1.4M	Clifford Sims Park Repairs due to Hurricane Michael. Approved 4/21/23. The project is complete and we have requested reimbursement.
Historic Resources/Hurricane Michael	\$497,495	Centennial Bldg. Rehab. Grant awarded. The project is complete and we have requested reimbursement.
CDBG-DR	\$9,996,000	Sewer Rehab- City Wide. Approved 5/21. CCTV work approved.
National Park System/Hurricane Michael	\$83,000	Washington Gym Rehabilitation. Submitted by UF. Approved and will be administered thru the State of Florida Division of Historical Resources
Historic Resources/Hurricane Michael	\$327,707	Cape San Blas Lighthouse Complex. The project has been re-bid. Approval has been given for the amended scope of work by the State.
FDEP Water Protection Funds	\$965,000	System Wide Septic to Sewer for 175 connections. Grant Application approved 11/10/21. Accepting Applications for service.
FDEP Water Protection Funds	\$4,300,000	Beacon Hill Sewer. Grant Application Approved 11/9/21. The collection system and lift station is constructed. City Staff is making taps.
FDEP	\$218,895	Resilient Florida (Study of PSJ). Submitted 8/30/21, Working with UF. Working to closeout the grant.
FDOT/SCOP	\$575,417.65	Application for re-surfacing Allen Memorial. Approved on 8/23/22 for the 2024 fiscal year. The contract was awarded to Roberts & Roberts.
NOAA	\$280,000 \$1,563,611	Stormwater Management (H&H) Study, Approved 4/21/23 Phase II Application submitted 12/19/23
FDEP/SRF	\$1,506,338 Loan/\$655,456 Grant	Downtown Water line Replacement Phase II. Approved, Application submitted on 11/2/23
FDOT	\$43,000	Police Dept. - Occupant Protection. Application submitted on 2/27/24. The grant was approved and signed by the City on 10/15/24.
FDOT	\$561,884.66	Ave C & D Paving SCOP Grant. Application submitted 3/25.
Historic Resources (FDHR)	\$1,000,000	Washington Gym Improvements. 25% match required. City/County/ UF partnership. Application submitted 5/31/24.

NWFWMD	\$80,000	Water Plant Backwash Reuse Project. Estimated \$200,000 project, Grant has been approved.
Legislative Request 2025	\$1,900,000 \$300,000	Fire/Police Public Safety Facility Core Park Restrooms. The grants were approved effective 7/1/25
CDBG	\$1,780,790 \$1,723,660	MLK Blvd. Revitalization- Submitted 5/25 Washington Gym Improvements- Submitted 5/25
National Fish & Wildlife	\$400K \$100K	60% Design for a Stormwater Pond on Ave A 60% Design for a new Weir at Buck Griffin Lake- Submitted 5/6/25
FDEP/SRF	\$5,539,463.14	Wastewater Plant Improvements. Submitted 6/18/25
FDOC	\$2,300,709	Workforce Housing Road. Application submitted 7/22/25