

Port St. Joe Redevelopment Agency
Board of Directors
Gulf County Welcome Center Conference Room
150 Captain Fred's Place

MEETING MINUTES

November 16, 2012
10:00 AM

The Mission of the Port St. Joe Redevelopment Agency is to serve the community by guiding redevelopment activities to create a vibrant downtown core and revitalized neighborhood, to improve quality of life, and to stimulate economic growth within the Agency's District.

ATTENDANCE

Willie Ramsey	Chairman	(WR)	Present
Boyd Pickett	Vice Chair	(BP)	Present
Aaron Farnsley	Treasurer	(AF)	Present
Linda Gant	Director	(LG)	Absent
Clarence Monette	Director	(CM)	Present (10:27)
Marie Todd	Director	(MT)	Present
Bo Spring	Director	(BS)	Present
John Jenkins	Provisional Director	(JJ)	Present
Gail Alsobrook	Executive Director	(GA)	Present

Voting Key – (motion by / second by, votes for – votes against)

I. Call to Order - The meeting was called to order by the chair at 10 AM.

II. Bay Park Recreation Area and Master Plan

The Associates LLC presented the schematic design for the water recreation area/master plan of the Bay Park.

III. Consent Agenda - The revised minutes of the October 11 regular meeting and November 8 regular meeting were approved (BP/CM, 6-0).

IV. Agency Operations

A. The financial report was presented.

B. Governance

1. The board accepted the resignation of Jeff Anderson, with thanks to him for his service (BP/BS, 6-0).
2. The board voted (BP/AF, 6-0) to fill the two vacant seats with provisional directors, John Jenkins and Michael McKenzie. At the next regular meeting, the board will select two potential provisional directors.

V. Project Status Report

- A. The Lighthouse applications have been submitted by both the City and the County, with the determination to be made by National Park Service and Government Services Agency sometime after the end of November.

VI. Grant Program Status Report

A. Façade Grants

1. The Façade Grant Application will include the following revisions:
 - a. Each applicant will provide a narrative on why the scope of work is necessary to improve their façade and how the changes will comply with the design guidelines of the PSJRA.
 - b. Colors outside of the approved palette will be considered by the board on a case-by-case basis.
 - c. Each award will include language that the PSJRA anticipates the project will be in place and maintained by the applicant for a period of five years.
 - d. Every item over \$500 will require at least two competitive bids, from local vendors when possible.
2. The No Name Café was awarded \$3,598.28 for window replacement plus up to ten percent increase for cost of materials as necessary (JA/MT, 7-0).
3. The Laundry Basket was awarded \$6,632.23 for window replacement plus up to ten percent increase for cost of materials as necessary (BS/AF, 7-0).
4. Bow Wow Beach was awarded \$1,746 for new signage and an additional \$720 in October 2013 for labor to lower the sign if required at that time to conform with city code (AF/JA, 7-0).
5. Kelly Rene's was awarded \$531 for new signage pending receipt of sign permit (MT/LF, 7-0).
6. Kaotic Ink's request was tabled pending confirmation of business remaining within the redevelopment area. Tabled until next meeting.
7. The request by the new business, Salon Lux, to replace the awning funded by the PSJRA in 2012 was denied (LG/JA, 7-0). The existing awning must remain.

B. Grant Report

1. The PSJRA has been awarded \$51,000 from FDOT to complete the US-98 landscaping from Avenues A to D.
2. The USDA is considering allowing the PSJRA to utilize the remaining funds at the Billy Joe Rish Memorial Parking Lot to construct a deck over the storm water retention pond.
3. The CPI grant Bayfront Recreation Area and Master Plan process is showing very positive results, with the schematic plan due on December 15.
4. A \$60,000 (\$30,000 match and \$30,000 award) construction grant for the lighthouse foundation as part of the Bay Park Master Plan has been submitted to Coastal Partnership Initiative.

5. The BP Gulf Coast Tourism Promotional Fund has awarded \$125,000 to the City of Port St. Joe from a grant written by the PSJRA on their behalf to fund a film documentary on the rescue/relocation of the lighthouse; and the PSJRA was awarded \$21,480 to fund the new banner program and an update of the downtown map.
6. All budget information has been gathered, and the PSJRA is collaborating with the Workforce Board to submit grants to fund Langston Drive sidewalk/lights to private foundations.

VII. New Business

A. Dr. Joe Memorial Park

1. An irrigation motor has burned up, and the replacement cost is \$465. Further information will be gathered on the need for and function of this pump prior to approving purchase. Tabled until next meeting.

B. Next Meeting

1. The next meeting will be held on Thursday, December 13 at 10 AM. GA will advertise accordingly

VIII. Meeting Adjournment - The meeting was adjourned at 11:31 am (LG/JA, 7-0)

Approved:

Boyd Pickett – Vice-Chair

Aaron Farnsley - Treasurer