

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

MEETING MINUTES
September 13, 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

Patrick Jones – Chairman	(PJ)	Present
Willie Ramsey – Vice-Chairman	(WR)	Present
Bill Reid – Secretary	(BR)	Present
Jeff Anderson - Director	(JA)	Absent
Linda Gant – Director	(LG)	Absent
Boyd Pickett - Director	(BP)	Present
Marie Todd – Director	(MT)	Absent
Aaron Farnsley –Director	(AF)	Present
Bo Spring –Director	(BS)	Present
Gail Alsobrook – Executive Director	(GA)	Present
Clarence Monette – Provisional	(CM)	Present
Johnny Jenkins – Provisional	(JJ)	Present

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

- I. Call to Order** - The meeting was called to order by PJ at 10:05 AM.
- II. Consent Agenda** - The minutes of the August 9 regular meeting were approved without revision (BR/BP 6-0).
- III. Citizens to be Heard**

Natalie Shoaf provided a feasibility study and discussed the benefits of an art and culture center in the Historic Downtown area of Port St. Joe. The board expressed ongoing support of art and culture. The board would like to see the project more fully developed and to have increased community support prior to considering any funding.
- IV. Agency Operations**
 - A. The financial report was presented without modification.
 - B. The FY 2013 budget was revised and approved (BR/BP, 6-0). The “Bayfront Park” has been renamed the “Lighthouse Park.”
 - C. As directed by the board at the last meeting, the Directors and Officers insurance has been awarded to the low bidder, Coastal Insurance Agency.

D. Governance

1. The board voted to offer the open board position to Clarence Monette, who was in attendance and accepted. (BR/BS, 5-0, with PJ abstaining to not influence composition of the board after his tenure.) The board also expressed its gratitude to outgoing Chair, Patrick Jones, for his exemplary service.

V. Project Status Report

A. Billy Joe Rish Parking Lot

The board discussed the final draft of the Billy Joe Rish memorial plaque and agreed to omit the names of any business and to focus on the Rish family, the City of Port St. Joe, USDA, and the PSJRA (BR/BP, 6-0).

B. Bicycle Racks

The bicycle racks have been delivered, and the board approved (BP/BS, 6-0) payment of the invoice.

C. Lighthouse Relocation

The lighthouse is a distinctive community asset, and as such, the PSJRA has allocated significant financial resources to the relocation. The board voted (BR/BS, 6-0) to direct GA to meet with the Mayor to affirm our dedication and desire to move this project forward in a time-sensitive manner. The board, in collaboration with the City, would like to create a press release to publicize our plans to assist in the effort. The PSJRA also praised the efforts of the volunteer Lighthouse Relocation Taskforce.

D. Merchants Association

The PSJRA is working on the coupon book concept and close to receiving cost estimates to share with participating merchants.

E. Banner Program

The board approved the Henderson Series and requests one revision—that the Plein Air banner showcases the Cape San Blas Lighthouse.

F. Landscape Maintenance

The Landscape Maintenance bids for the Downtown Area will be presented for award at the next meeting.

VI. Grant Program Status Report

A. Façade Grants

The board approved payment to Novak and Floyd as noted in the award letters (WR/AF, 5-0, with BS abstaining due to conflict of interest).

B. Grant Report

1. Lighthouse Park Water Recreation- The Associates, LLC, was the sole bidder for the Lighthouse Park Water Recreation Project. The board engaged in extended discussion on this fact and discussed the potential of rebidding the project. After review of the proposal and after comments by BS, who affirms this group is imminently qualified and committed, the board will recommend to the City that the project be awarded to The Associates, LLC, (BS/BP, 6-0).
2. Langston Drive - There remains outstanding information, e.g. cost to purchase lights, prior to submitting grants for Langston Drive improvements.
3. Lands to Parks – The PSJRA has completed the required documents to enable transfer of ownership of the Lighthouse Complex to the City of Port St. Joe.

VII. New Business

- A. Public Record Request – The Chairman of the County Commission has requested the wages of all PSJRA staff since 2006. These records have been provided.
- B. City Request for Signage/Code Review by PSJRA
The PSJRA will provide the City and the PDRB with copies of the Design Guidelines, commissioned in 2008, which is the result of qualified consultants and extensive public process.
- C. Golf Cart Crossing
BP requested the PSJRA begin to consider the merits of becoming involved with the approval process of allowing golf carts to cross both the 71 and the 98 to access the Downtown Area.
- D. FRA Conference
The board approved GA’s attendance at the annual FRA conference, October 24-26, to network, be apprised of legal CRA updates, and engage in staff development.
- E. Next Meeting
 1. The next meeting will be held on Thursday, October 11, at 10 AM. GA will advertise accordingly

VIII. Meeting Adjournment - The meeting was adjourned at 12:20 pm (BR/BP, 6-0)

Approved:

Willie Ramsey – Chair

Boyd Pickett – Vice-Chair