

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

**MEETING MINUTES**  
February 9, 2012 10:00 AM

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

ATTENDANCE

Patrick Jones – Chairman	(PJ)	Present (arrived 10:20)
Willie Ramsey – Vice-Chairman	(WR)	Present
Bill Reid – Secretary	(BR)	Present
Jeff Anderson - Director	(JA)	Present
Linda Gant – Director	(LG)	Present
Boyd Pickett - Director	(BP)	Present
Marie Todd – Director	(MT)	Present
Aaron Farnsley – Provisional Director	(AF)	Present
Bo Spring – Provisional Director	(BS)	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 WR at 10:00 AM. The Chair was passed to PJ upon his arrival at 10:20.
- II. Consent Agenda** - The minutes of the 1/12 meeting were reviewed and approved (BR/BP 6-0). The minutes of the 1/25 meeting will be revised to reflect the “unanimous” decision relates to the directors in attendance, with the director attending by phone excluded from voting per statute. These revised minutes will be presented at the next board meeting for approval.

**III. Citizens to be Heard**

1. Tom Gibson addressed the board requesting support funding for the Port Theatre Art & Culture Center.

**IV. Agency Operations**

A. Financial

1. The January financial reports were reviewed.
2. Reallocation of Uncommitted Funds

The board discussed 11 potential projects. GA will create a detailed analysis, timeline, pros and cons, and projected budget for each. The reallocation of funds will be tabled today (BP/BR 7-0) and addressed at the next regular meeting.

- a. Banner program
- b. Revise downtown map
- c. Port Theatre renovation project
- d. Dr. Joe Memorial Park shade covers
- e. Bicycle racks
- f. Bike paths
- g. Langston Drive improvements
- h. Bayfront park and water recreation area (e.g. slide/dock)
- i. Parking
- j. Observation Tower
- k. Reid Avenue landscape lighting

#### B. Governance

1. Purchasing Policy  
The revised Purchasing Policy was approved (BP/BR 7-0)
2. GA will create the annual report and provide to the board for review prior to the submission deadline of March 31.
3. Ten-year Implementation Plan  
At the Board's direction, GA will revise the 2009 ten-year implementation plan to reflect current interpretation of approved CRA projects and the lower anticipated TIF over the next six years. This will be presented to the board for review and will be discussed at the next board meeting

### V. Projects

#### A. Billy Joe Rish Parking Lot

1. The preconstruction meeting will be held within the next week. Ground-breaking is anticipated before the end of the month.
2. The grant request for the Observation Tower has been formally withdrawn from the FDEP. The grant officer indicates this will not negatively impact future requests for funds.

#### B. Langston Drive Improvements

1. The Board gave GA permission to request an additional donation land from the St. Joe Company to construct a memorial to Dr. Langston. GA will prepare a projected budget for sidewalks, lighting, and memorial for further review and action at the March regular meeting.

## **VI. Grant Programs**

### **A. Façade Grants**

1. The Board voted to adopt the revised FY 2012 Façade Grant Application (BP/BR 7-0), which includes limited time periods for completion of the application, construction, and reimbursement processes. Letters outlining these revised requirements will be mailed to each business with an active application.
2. The Board approved funding to the No Name Café in the amount of \$1,382 as the work is complete as per the contract and all of the required documentation has been received.

### **B. Grant Applications**

1. Grants will be written for the following:  
Planning Grant through FMCP for the Bayside Recreation Area.  
Matching grant for Langston Drive improvements.

## **VII. Community Programs**

### **A. North Port St. Joe**

1. Pastor Woods, with GA's agreement, recommended the PSJRA partner with the Workforce Board to seek grant funding for NPSJ. GA will set a planning meeting with Kim Bodine.

### **B. Merchants Association**

1. In order for continued participation by the PSJRA, the Board voted (BP/BR 7-0) to submit a letter to the Merchants Association requesting immediate adoption of policies and procedures to ensure a transparent and accountable organization.

### **C. Rural Studio**

1. The Rural Studio concept is being considered by a group to benefit Gulf County. GA will send an overview of the program to the Board for their information.

### **D. PSJ Historical Society**

1. GA will meet with the Port St. Joe Historical Society to enlist their input and collaboration with the historic elements within the RA.

## **VIII. New Business**

### **A. GCBOCC**

1. GA will attend the County Commission meetings and hold ongoing meetings with Commissioners to enhance communication and collaboration.

B. Chamber Dinner

1. The board voted (BP/BR 7-0) to allocate \$240 to reserve a table at the Chamber dinner on March 1. The first eight RSVPs will secure seats. Spouses will be included if any of the eight seats remain open.

C. PSJRA Number of Directors

1. BP recommended the Board increase the number of Directors to the maximum allowed by Statute to nine, which would transition the current Provisionals to Directors. This will be discussed and voted on at the March regular meeting.

**IX. Meeting Adjournment** - The meeting was adjourned at 12 noon (BP/BR 7-0).

Approved:

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Patrick Jones- Chairman

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Willie Ramsey – Vice-Chair