

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

MEETING MINUTES
April 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 (arrived 11:10)
Willie Ramsey – Vice-Chairman	(WR)	Absent
Bill Reid – Secretary	(BR)	Absent
Jeff Anderson - Director	(JA)	Present
Linda Gant – Director	(LG)	Present
Boyd Pickett - Director	(BP)	Present
Marie Todd – Director	(MT)	Present
Aaron Farnsley –Director	(AF)	Present
Bo Spring –Director	(BS)	Absent
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 BP at 10:10 AM.
- II. Consent Agenda** - The minutes of the 3/8 regular meeting and the 3/19 subcommittee meeting were approved without revision (AF/JA 5-0).
- III. Citizens to be Heard**
 - A. Mark Howze presented the board with a concept to improve the Port St. Joe boat ramp (upgrades and repair) through a potential collaboration between the City, the TDC, and the PJSRA. Mr. Howze will continue performing his due diligence and return and report on his progress. The board was supportive and encouraging of his efforts and worthy goal.
- IV. Agency Operations**
 - A. The financial report was approved (MT/LG 5-0). The reallocation of funds from the Façade Grant program to cover the cost of the audit was approved (AF/MT 5-0). GA will research the PSJRA's ability to be audited separately from the city to potentially save costs and utilize local firms.
 - B. Governance: The election of officers was tabled until the next meeting.

V. Projects

A. Billy Joe Rish Parking Lot

1. The construction is nearly complete; however, the catch basin at the south side of the lot requires repair; and the irrigation of the landscaping abutting the alley is causing significant flooding. Both conditions will be corrected by Preble-Rish—the engineer of record.
2. An irrigation line, never connected in the Phase II landscaping project, remains unconnected. GA will consult with Director Spring, research options, and report back to the board.
3. GA will determine if the savings in the landscaping budget will be adequate to pay to correct the irrigation deficiency and to purchase a memorial plaque to honor Billy Joe Rish. The plaque will resemble the two already in place: Dr. Joe Memorial and the Mill Whistle Memorial.
4. The board approved (AF/LG 5-0) a \$79.45 change order from GCPS to purchase five additional rose bushes.

B. Dead Palms at Phase II Landscaping

1. The cost of replacing the dead palms in the Phase II landscaping will be covered by the PSJRA. GA will check pricing with the firm who currently provides the maintenance at that site, Coastal Design.

VI. Grant Programs

A. Façade Grants

1. The Law Offices of Jeremy Novak façade grant application was approved (MT-AF 5-0) with the revised scope of one awning across the front. The award will be the maximum allowed: \$10,000.

B. Grant Report

1. The PSJRA will collaborate with the Gulf County Workforce Board to apply for a variety of grants to benefit both the original and expanded areas and to inventory and develop small economic development programs within the RA.

VII. New Business

A. Sidewalk Merchandise Display Protocol – Draft

1. The board discussed the draft protocol and will table further discussion until the City Commissioners have reviewed and commented.

B. Executive Director Request for Time Off (Note: the chair was passed to PJ at this time.)

1. The board approved the executive director's request for time off in May. BP will pick up the mail and communicate to GA relative to any time-sensitive correspondence.

C. Next Meeting

1. The next meeting will be held on Thursday, May 17, at 10 AM. GA will advertise accordingly.

VIII. Meeting Adjournment - The meeting was adjourned at 11:20 AM (BP/MT 6-0).

Approved:

Patrick Jones- Chairman

Willie Ramsey – Vice-Chair