

Port St. Joe Redevelopment Agency
Board of Directors
City Commission Chambers

MEETING MINUTES
November 3, 2015

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, to commemorate history and culture, and to stimulate economic growth within the Agency's District.

ATTENDANCE

Rex Buzzett	Chair	(RB)	Present
Bo Patterson	Vice Chair	(BP)	Present
Ben Carnes	Director	(BC)	Absent
Kaye Haddock	Director	(KH)	Present(part time)
David Ashbrook	Director	(DA)	Present
Phil McCroan	Director	(PM)	Present
William Thursbay	Director	(WT)	Present
Bill Kennedy	Executive Director	(BK)	Present

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

I. Call to Order - The meeting was called to order at 5:00 PM by Chair Rex Buzzett.

II. Citizens to Be Heard

A. None.

III. Consent Agenda

A. Minutes were provided for October 13th meeting, (WT/BP, 4/0).

IV. Agency Operations:

- A. **Financial oversight report for October was not included in agenda. It will be shared in the December meeting.**
- B. **Time sheet was provided for October**
- C. **BK shared with the board that Tiff letters were sent out to city and county.**

V. Façade Grant Program

- A. Cooper's cut and style was approved, (WT/PM, 5/0)
- B. Nick Vaughn Attorney was approved, (WT/PA, 5/0)

- C. Sister's Restaurant was approved with discussion, (WT/BP, 5/0). Discussion was that the painting stucco bids were no comparable. BK will discuss with owner to be sure she understands.
- D. Chamber of Commerce was approved with discussion, (WT/BP, 6/0) Discussion was sign sizes were inconsistent and needs to be rectified with prices. Also chamber status needs to be checked against PSJRA rules and guidelines.

VI. Grant Program Status Report

- A. The Billboard was discussed in more detail. The board decided to pursue a completely different look featuring a new font that is more legible and also featuring the lighthouse. Eat, shop and explore were terms used as possibilities. BK with get with Kerigan Marketing about a new design. Timing was to start in January of 2016.
- B. BK reported that the new downtown map is in production.
- C. Phase V landscaping design is complete and the state is now reviewing before we can go to bid.
- D. The USDA open air project is still being reviewed by the agency.

VII. Project Status Report

- A. BK reported that the Lighthouse keepers quarters is currently under design for the exterior rehab work.
- B. The George Core Park master plan was approved, (DA/BP, 6/0) with the revision of removing the restroom facilities first.
- C. Lighthouse Light: BK explained to the board that all of the electrical infrastructure is now installed but the current bulb is 12 volt. The Coast Guard will be attending a meeting this month about lighthouse lights and will report back to us their recommendation for the final light fixture.

VIII. Old Business

- A. The PSJRA website is up and running hosted by Rick Lamberson.
- B. BK discussed funding options and it was decided that application be made for a new USDA business grant, (the same grant that funded the 4th street open air project.

IX. New Business

- A. BK notified the board that the Washington Gym will be audited by the State beginning 11/12/15.
- B. Filling Mrs. Zola drive dry pond was discussed but it was decided to take no action at this time.

X. Meeting Adjournment

The meeting was adjourned at 5:50 PM (BP/DA, 4-0).

Approved:

Rex Buzzett, Chair