

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

**MEETING MINUTES**

March 1st, 2016

*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
Andy Smith	Director	(AS)	Present
Kaye Haddock	Director	(KH)	Present
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 RB.

**II. Citizens to Be Heard**

- A. Jessica Swindell was in attendance. The board spoke of the space that could be used for the turtle interest and it was decided to assign them the space referred to as the kitchen. WT stated that he would be in favor of allowing them more space than the kitchen. The board decided to allow them the kitchen space for the time being with options to grow. (WT/BP, 7/0).

**III. Consent Agenda**

- A. Minutes were provided for February 2nd meeting, (WT/BP, 7/0).

**IV. Agency Operations:**

- A. **Financial oversight report for January was included in package.**
- B. **Time sheet was provided for February.**
- C. **Profit and loss/ balance sheets were provided.**

**V. Façade Grant Program**

- A. Chamber of Commerce reimbursement was approved for signage in the amount of \$1,750.00. (WT/BP, 7/0).

## **VI. Grant Program Status Report**

- A. A new schedule was provided for the remaining billboard program in Tallahassee.
- B. BK informed the board that phase V landscaping will start on 3/14 by Gaskin contracting.
- C. The USDA open air project was discussed in regards to moving forward with the project. The Engineer Littlejohn used for design has no experience with Rural Development contract documents. BK to work thru issues to satisfy RD in accepting the plans and specs.

## **VII. Project Status Report**

- A. The outside of Sleeping Beauty is complete with exception to the ramp and shutters being installed. Discussion about how to spend remaining budget with many ideas but the group decided to wait and see if the historical grant will be funded.
- B. The final Lighthouse light was installed in the Lighthouse by the Coastguard. The board will seek a brighter light for the future.
- C. BK informed the board of the progress at the Maddox house. Most of the woodwork is complete. Next we will need plumbers and electricians. The hope is to have the house ready for rental by May of 2016.

## **VIII. Old Business**

- A. The board reviewed language for a proposed sign for Core Park. The board decided that the language was adequate.

## **IX. New Business**

- A. BK addressed the board about excessive trees in Core Park down by the bay. Generally no one had a big issue with removing some of the pines but no final decision was made.

## **X. Meeting Adjournment**

The meeting was adjourned at 5:47 PM (DA/PM, 7/0).

Approved:

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Rex Buzzett, Chair