

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

**MEETING MINUTES**  
June 10, 2010 – 5:15 PM

ATTENDANCE

Troy White – Chairman	(TW)	Absent
Patrick Jones – Vice-Chairman	(PJ)	Absent
Gena Johnson - Treasurer	(GJ)	Absent
Annie Sue Fields - Director	(AF)	Present
Jessica Patterson - Director	(TL)	Present
Willie Ramsey – Director	(WR)	Present
Marie Todd – Director	(MT)	Present
Lezle Jacobs – Provisional	(JP)	Present
Matt Fleck- Executive Director	(MF)	Present

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

**I. Call to Order**

A. The meeting was called to order by WR at 5:35 pm.

**II. Consent Agenda**

A. The minutes from the 5/13/10 meeting will be reviewed at the next meeting in July.

**III. Citizens to be Heard - none**

**IV. Agency Operations**

A. The Board agreed to support the Chamber efforts for July 4<sup>th</sup> fireworks with \$500 in event funding.

- B. The Board suggested Provisional Board members for the City Council to review. All Directors were requested to add more names for further Board discussion at the next meeting: Linda Gant, Curtis Lewis, Phil Early, Paige Rich, Ralph Roberson, Roy Smith, Andy Smith, Casey Costin.
- C. PSJRA Directors that were in service on 12/31/2009 will need to fill out State disclosure statements by July 1, 2010.

## **V. Grant Programs**

- A. Façade Grant Program
  - 1. The 2011 Façade grant program was advertised in the Star with an application start date of 8/2/10.
  - 2. Applications and grant requirements are posted on the PSJRA website.
  - 3. MF to contact applicants that are already in the queue in order to update their applications.

## **VI. Projects**

- A. North PSJ Annexation
  - 1. The Apalachee Regional Planning Council has requested that the PSJRA Board consider partial funding of the outstanding CDBG Grant match for North PSJ utilities infrastructure in 2011 & 2012.
  - 2. The Board requested that MF obtain more details of the grant scope, to discuss the funding terms with the City manager and to verify that the project is not listed on the City's Capital Improvement Plan (CIP)
- B. Civic Signage
  - 1. The City's revised sign ordinance will be effective 7/1/10. The City has sent letters out to businesses regarding enforcement.
  - 2. The Board reviewed the City Manager's request for funding of Common Event Signage which is one of the signage options added to the new sign code. The Board agreed that the event signage is not something they want to fund.
  - 3. The Board discussed the desire to fund City Entrance Signage that includes the tower icon structures to match the observation tower proposed for downtown. MF to clarify cost and permit ability of the proposed City Entrance Signage.
  - 4. The Board agreed that the proposed observation tower is a worthwhile investment when funds are available. The US-98 project remaining funds could be invested in the tower. A ballpark estimate of the tower cost is \$50K

#### C. US-98 Streetscape Improvements

1. The Project was substantially complete on 5/15/10. The punchlist must be completed by 6/30/10.
2. The project budget has been updated based on the final Contractor Change Order. Change Orders were limited to only 3% of the original Contract. The anticipated project funds remaining are \$24,000.
3. Phase-2 Landscaping bids are due on 6/24/10. There is still approximately \$90K left in the FDOT Landscape Grant.
4. Public Works is currently working on new sidewalks on 2<sup>nd</sup>, 3<sup>rd</sup> & 4<sup>th</sup> Streets so the one way streets can be re-stripped.
5. FDOT has awarded the US-98 re-surfacing contract to the low bidder – GAC Contractors, Inc. Start date is anticipated in August or Sept.
6. The Star intends to run a story on the US-98 Project.
7. Progress Energy is currently working on engineering estimates for phase 2 street lighting and underground power from 1<sup>st</sup> street to the overpass on US-98.

#### D. PSJ City Commons

1. The gazebo engineering is complete and the building permit has been issued. Construction timing depends on the City Public Works schedule.
2. The Farmer's Market held a dedication ceremony for the Mill Workers monument on 6/5/10.

#### E. Bayfront Parks

1. The City is attempting to complete the new access road before the Scallop Festival. However, considering the time remaining, this is unlikely.
2. The electric service to the new performance stage on the pond is anticipated to start in June.

#### F. Billy Joe Rish Parking Lot

1. Preble-Rish is still working on the P.E.R required for the grant application.
2. The Board agreed that temporary stabilization of the parking area is needed until the permanent parking lot is constructed. MF to pursue options for temporary parking based on the 2010 budget remaining of approximately \$9000.

### **VII. Community Programs – No Update**

### **VIII. Meeting Adjournment**

A. The meeting was adjourned at approximately 6:45 pm (WR/MT,4-0)

Approved:

Willie Ramsey –Director

Annie Sue Fields – Director