

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

MEETING MINUTES

Feb 10, 2011 – 10:00 AM

ATTENDANCE

Patrick Jones – Chairman	(PJ)	Present
Willie Ramsey – Vice-Chairman	(WR)	Present
Bill Reid – Secretary	(BR)	Present
Marie Todd – Director	(MT)	Present
Jessica Patterson - Director	(JP)	Absent
Boyd Pickett - Director	(BP)	Present
Phil Early – Director	(PE)	Absent
Matt Fleck- Executive Director	(MF)	Present

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

- I. **Call to Order** - The meeting was called to order by PJ at 10:00 AM
- II. **Consent Agenda** - The minutes from the 1/13/11 meeting were reviewed and approved (BP/BR,5-0)
- III. **Citizens to be Heard** – none
- IV. **Agency Operations**

A. Economic Development

1. MF reported on the latest meeting held by the Gulf County BOC regarding the potential consolidation of the Gulf County EDC and the local Chamber of Commerce. The County Commission has passed a resolution that the Chamber and the EDC find a way to consolidate their efforts under one common directorship and that the other local agencies including the Gulf TDC, the Port Authority and the PSJRA

cooperate in efforts to improve inter-agency communication in general.

2. PJ reported on the 2/9/11 EDC Board meeting to which the PSJRA now has a voting membership. EDC actions included the removal of one of the two County designated Board members, the termination of the Executive Director's employment contract, and the pursuit of (3) options for responding to the consolidation request of the Gulf County BOC: a. to agree to the consolidation with the Chamber as requested, b. to pursue a strategic alliance with the Bay County EDC and c. to create an operational alliance with the Port Authority to share resources. The EDC Board intends to review these options in sub-committee then reconvene in (2) weeks to vote on the direction to proceed.
3. The Board agreed that the objectives of the PSJRA in regards to the structure and operations of the Gulf EDC are as follows: a. that the PSJRA supports the improvement of cooperation and communication between all of the local community agencies; b. that the EDC remain an independent public / private partnership; c. that the EDC maximize its efficiency and effectiveness of its operations, d. that the EDC recognize the importance of commerce in Downtown PSJ to the economic viability of Gulf County. (BR/MT,5-0)

- B. MF reported that the Chamber of Commerce annual dinner is Mar 3, 2011. The PSJRA will reserve a table for (8) at a donation of \$300.

V. Façade Grant Program

- A. MF reported that the letters requested at the last meeting to notify (2) applicants from prior years that have not submitted an application for the 2011 Grant program have until 3/1/11 to make a formal submittal or forfeit their place in the queue. The Board requested that MF make one final attempt to communicate clearly to Rocky Comforter what the current requirements are for him to continue his application on the Warehouse / Cycle shop project.
- B. MF reported on the recent discussions with Port Theater owner Harry Arnold and his desire to sell the property. The Board discussed the potential impact the Theater has on the redevelopment of Downtown PSJ. The Board agreed that the PSJRA would continue its efforts to financially support the revitalization of the Port Theater as indicated in the Redevelopment Plan. (WR/BR,5-0)

VI. Projects

A. North PSJ Annexation

1. MF reported that the Langston Drive project has commenced and that the City hopes to complete the project by the end of March.

B. Civic Signage

1. MF reported that the City Manager has tested the size of the graphics for the Entry Sign Towers and they appear to be adequate. Fabrication and installation timing now depends on the workload of the Public Works Dept. MF also requested from the City Manager that the PSJRA get the opportunity to review the final graphics design before fabrication.
2. MF updated the Board that the City Commission has now tabled the proposed revision to the signage ordinance to allow public event banners over US-98 and SR-7. The current consensus is that the banners can be allowed with an FDOT permit in lieu of a revision to the signage ordinance.
3. MF updated the Board on the Code Enforcement issue regarding flashing messages on the Port Shopping Center sign. The Code Enforcement Officer has responded that he has not observed any flashing on this sign.

C. PSJ City Commons

1. MF reported that the Board requested offer had been made to Windolf Construction to pay \$5000 for the labor only to construct the Gazebo but with no response to date. MF is to make one more effort to get a positive response from Windolf before making the same offer to the next lowest bidder on the project.

D. US-98 Streetscape Improvements

1. MF is still following several small issues with FDOT on the resurfacing project: traffic signal change at SR-71; deteriorated traffic sign replacement; and revised speed limit to 35 mph on the North end.
2. MF reported on quality issues ongoing with the landscape contractor on the Phase-2 Landscaping project. MF is to continue attempts to coordinate quality control with FDOT assistance.

3. The Board agreed that remaining \$18,345 FDOT landscaping grant should be bid out separately with FDOT cooperation. This will require clear definition of the scope of work without the advantage of design drawings since the grant will not cover any design costs. (WR/BP,5-0)

E. Waterfront Parks – no update

F. Billy Joe Rish Parking Lot

1. MF reported the status of the USDA Grant application; USDA is requiring that local businesses must submit financial statements or tax returns to verify their status as small emerging business. MF is to request USDA to provide a letter requesting the businesses to submit the financial proof directly to them confidentially without passing through the PSJRA in hopes that this will make business owners more willing to comply with this request.

VII. Community Programs – no update

VIII. Meeting Adjournment - The meeting was adjourned at approximately 11:45 AM (BR/BP,5-0)

Approved:

Patrick Jones- Chairman

Willie Ramsey – Vice-Chair