

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

MEETING MINUTES

Mar 25, 2011 – 11:00 AM

ATTENDANCE

Patrick Jones – Chairman	(PJ)	Present
Willie Ramsey – Vice-Chairman	(WR)	Present
Bill Reid – Secretary	(BR)	Present
Marie Todd – Director	(MT)	Absent
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 delayed from 3/24/11 and called to order by PJ at 11:05 AM
- II. **Consent Agenda** - The minutes from the 2/10/11 meeting were reviewed and approved (BP/BR,4-0)
- III. **Citizens to be Heard** – none
- IV. **Agency Operations**

A. Economic Development Council

1. PJ reported on that the Gulf County EDC has agreed to dissolve, to be replaced by a function of the Gulf County Chamber of Commerce. The Chamber intent is to have (2) sub-directors reporting to an Executive Director. The Chamber has appointed a subcommittee to seek out an executive director with the assistance of the Gulf Coast

Workforce Board. The target date to hire this position is 7/1/11. The PSJRA position remains unchanged in supporting efforts to sustain current businesses and to promote expanding commerce in Downtown PSJ.

V. Grant Programs

A. Youth Enrichment Grant – Application deadline was 3/17/11

1. Four applications were received by the deadline.
2. The Board scored each application individually based on the scoring criteria included in the application rules. These scores were averaged and the results were as follows:
 - Gulf Coast Work Force Board – Washington Gym Program – 80 pts
 - PSJ C.O.G.I.C – Youth Choir Program – 66 pts
 - W.I.G. / CAC – Washington Gym Program – 56 pts
 - Gulf Coast United CDC – Washington Gym Program – 39 pts
3. Based on this scoring the PSJRA Board of Directors made the following Grant Awards (BP/BR,4-0)
 - Gulf Coast Workforce Board – Washington Gym Program \$ 12,000.
 - Port St Joe C.O.G.I.C, Inc – Youth Choir Program \$ 3,000.

B. Façade Grants

1. MF reported that the Rocky Comforter had submitted a 2011 application on the Warehouse / Cycle shop project prior to the 3/1/11 deadline. The application is not complete yet so MF is to work with the Tenant to complete the application for the Board to review. The intent is to allow another 30 days to complete the remaining paperwork.
2. MF reported that the other outstanding application from Robbie Costin has been closed since there was no action by the deadline.
3. MF reported that little progress has been made on the Port Theater renovation.
4. The Board reviewed a request by the new Owner of 402 Reid Ave to allow the transfer of the previous Owners grant application in order to preserve the date of the application in the queue. The Board agreed to update the Grant Program rules to allow application transfers that are in process when a property changes ownership as long as it does not create any conflicts for the Agency. (WR/BP,4-0)

VI. Projects

A. North PSJ Annexation

1. MF reported that the Langston Drive project is about 50% complete.

B. Civic Signage

1. MF updated the Board on the proposed TODS signage and local Business signage concepts including a temporary sign structure for event banners that is intended for the Chamber of Commerce to assist with. MF is to continue discussions with the Chamber on these concepts and report back.

C. PSJ City Commons

1. MF reported that following several attempts to negotiate with Windolf Construction (low bidder), that EcoSeascape Construction, Inc. (2nd lowest bidder) had accepted the PSJRA offer to provide the labor only to construct the gazebo for \$5000. Construction has started and is expected to take 3 -4 weeks.

D. US-98 Streetscape Improvements

1. MF reported that FDOT had conducted a final inspection on the Phase 2 Landscaping project today 3/25/11. The quality issues with the landscape contractor were evident and are expected to be mentioned on the final report. MF is to discuss with FDOT, the option to deduct the maintenance portion from the current Contractor's contract to allow the City to bid this out separately in hopes of obtaining another local contractor more committed to the long term success of the project.
2. The Board agreed that the remaining \$18,345 FDOT landscaping grant should still be bid out separately even though there has been some local opposition to installing more landscaping along the highway, presumably due to the current economic conditions.
3. PJ suggested that the PSJRA and the Port Authority provide information to the Star newspaper for an article to thank the FDOT for their continued support and contributions toward the economic benefit of PSJ and Gulf County.

E. Waterfront Parks – no update

F. Billy Joe Rish Parking Lot

1. MF reported that USDA is now satisfied with the tax returns submitted by a few of the local small emerging businesses and has given our application a score of 100 points. The minimum score for an award is 75 points so our opportunity to receive a grant looks encouraging. Timing of a potential award is unknown.
2. The application for the State CPI grant for the tower construction was ranked 15th out of 35 applications. The final status of these grant awards is expected in April.

G. Public Parking

1. PJ suggested that the Board consider a plan to pursue an employee parking lot on Williams Ave. This concept is to be discussed further for potential inclusion in the next FY budget.

VII. Community Programs – no update

VIII. Meeting Adjournment - The meeting was adjourned at approximately 12:15 PM(BP/BR,4-0)

Approved:

Patrick Jones- Chairman

Willie Ramsey – Vice-Chair