

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

**MEETING MINUTES**

June 20, 2013  
10:00 AM

*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

Willie Ramsey	Chairman	(WR)	Present
Boyd Pickett	Vice Chair	(BP)	Present
Aaron Farnsley	Treasurer	(AF)	Present
Linda Gant	Director	(LG)	Present
Clarence Monette	Director	(CM)	Present
Marie Todd	Director	(MT)	Present
Bo Spring	Director	(BS)	Present
John Jenkins	Director	(JJ)	Excused Absence
Michael McKenzie	Director	(MM)	Present
Brian Hill	Provisional Director	(BH)	Present
Gail Alsobrook	Executive Director	(GA)	Present

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

**I. Call to Order** - The meeting was called to order by the chair at 10:02 AM.

**II. Citizens to Be Heard**

A. None.

**III. Consent Agenda** - The minutes of the May 16 regular meeting were approved (BP/AF, 8-0) as corrected to reflect June 20 as the next meeting date.

**IV. Agency Operations**

A. The financial report was presented/approved without modification (BP/LG, 8-0).

B. Budget

1. The board will continue to consider the budget for FY2014 and requested GA replace funds to attend the FRA annual conference in October.

## V. Governance

- A. GA will provide LG with a Form 1. The remaining directors indicated they had filed the required form with the Supervisor of Elections.
- B. The board approved (BS/BP, 8-0) the proposed addition to the mission statement: *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 local history and culture, and to stimulate economic growth within the Agency's District.*

## VI. Grant Program Status Report

### A. Grant Report – Existing Grants

1. USDA/RBEG - MLK Sidewalk Grant: GA reported that the four business signs are installed. Preble-Rish, as the project manager, will take the lead position at this point in the project, with continued oversight by the PSJRA.
2. FDOT – Phase IV Landscaping: The landscape plan, created by Registered Landscape Architect Erin Searcy, has been submitted to FDOT for approval.
3. FDEP - BayPark Master Plan: The board approved the BayPark Master Plan (AF/BS, 8-0). The next step in the process is approval by the Focus Group. GA will contact Chair Steve Newman to schedule the meeting.
4. USDA RBEG - Deck at BJR Memorial Parking Lot: The Notice to Proceed has been received from USDA. GA will ensure coordination between irrigation (GCPS) and construction (Ecoscape).
5. Gulf Coast Tourism Promotion - Lighthouse Relocation Documentary: Several interviews have been completed, and research has been completed. Another trip by the producer and director is scheduled during the Centennial Celebration. GA is reviewing backup documentation of the first draw prior to delivering it to the City of Port St. Joe for processing.
6. Gulf Coast Tourism Promotion - BP - Historic Downtown Brochure/Map: The presentation of the banners at First Friday was a great success, and the PSJRA had the opportunity to share information about our programs to a great number of people. The design of the banners was enthusiastically received by the community.
7. Langston Drive: The board voted (AF/BS, 8-0) to allow GA to continue gathering pricing/specifications for black decorative lights for Langston Drive and to utilize these specifications in grant applications. The lights will coordinate with or match the lights on Reid Avenue. GA will confirm wind

loads and foundation specifications. WR will provide names of vendors who may be able to provide additional design options and pricing.

8. CPI Grant – Lighthouse Foundation: As the City is working most closely with the project manager and design team for the lighthouse relocation, the board recommended GA approach the City to handoff management of the grant for the construction of the lighthouse foundation. The PSJRA shall provide the City with the \$30,000 match and up to an additional \$20,000 as needed for the foundation construction.
9. Washington Complex Playground System: The board approved (BP/MT, 8-0) for GA seek grantors and submit requests for funding of the specified playground system for the Washington Complex. Four tables will be included in the grant request.

B. Façade Grant Program

1. There has been no additional information received from Bill Koran regarding his application.

**VII. Project Status Report**

- A. Office Relocation: The board approved the relocation of the PSJRA office to 406 Marina Drive (BS/LG, 8-0).
- B. Dr. Joe Shade Cover: No forward motion to date; GA will followup with Monumental Fabrication to determine the schedule.
- C. FRA Awards Program: The application, promoting the façade grant program, has been submitted. The winners will be notified sometime in July or August.

**VIII. New Business**

- A. The board voted to table discussion on providing local vendors rights to manufacture/sell PSJRA art in collateral items such as posters, note cards or mugs. GA will confirm any limitations on rights of use from the artists and create a contract for use with the attorney to present to the board prior to the next meeting.
- B. Small Vessel Discussion Group: Mr. Tommy Pitts presented an overview of the Small Vessel Discussion Group, and the board (BS/CM, 8-0) approved GA's involvement in the Group to investigate opportunities that may exist for Port St. Joe and Gulf County to attract small vessels such as cruise ships, education/historical ships and research vessels.
- C. The board approved (LG/BP, 8-0) GA's time to write a grant on behalf of the Salt Air Market to purchase one new tent, advertising, and musician fees.

D. The next meeting will be held on Thursday, July 18, at 10 AM at the new location at 406 Marina Drive.

**IX. Meeting Adjournment** - The meeting was adjourned at 11:08 (BP/MT, 8-0).

Approved:

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Willie Ramsey – Chair

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Boyd Pickett – Vice Chair