

Port St. Joe Redevelopment Agency
Board of Directors
Gulf County Chamber of Commerce Conference Room
406 Marina Drive

MEETING MINUTES

February 20, 2014

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

Boyd Pickett	Chair	(BP)	Present
Bo Spring	Vice Chair	(BS)	Present
Aaron Farnsley	Treasurer	(AF)	Present
Patti Blaylock	Director	(PB)	Present
Linda Gant	Director	(LG)	Absent
Brian Hill	Director	(BH)	Present (arrived at 10:40, left 11:20 return 11:30)
Michael McKenzie	Director	(MM)	Present
Clarence Monette	Director	(CM)	Present
Willie Ramsey	Director	(WR)	Absent
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 10:21 AM.

II. Citizens to Be Heard

Commissioner Joanna Bryan discussed the potential relocation of the Gulf County Sheriff's office to the downtown area. The board raised the following concerns:

- Parking is already at a premium in the downtown area, and the proposed relocation would utilize a great deal of public parking.
- Visitors may see the Sheriff's Station as indication of a high-crime condition and would create a negative impression of the downtown area.
- Any code-red departures from the Station would negatively impact business.

At request of the PSJRA, Commissioner Bryan agreed to share our concerns with the BOCC.

III. Consent Agenda - The minutes of the January regular meeting were approved without revision (BH/BS, 7-0).

IV. Agency Operations

- A. The financial report was presented/approved without modification (BS/PB, 7-0).
- B. The auditor has met with the PSJRA and has not, to date, requested additional documentation.
- C. The annual report was approved (BS/AF, 7-0) with corrections in the "Board of Directors" section.

V. Governance

- A. Sunshine Video: BH has the video and will be the final director to review.
- B. The following Provisional Directors have been selected by the PSJRA Board and will be presented to the City Commission for approval: Darius Chambers and Kaye Haddock. A third Provisional Director may be selected at a future date. Gina Johnson and Shannon Gant will be approached to determine their level of interest in participating.

VI. Grant Program Status Report

A. Grant Report – Existing Grants

1. USDA/RBEG - MLK Sidewalk Grant: Construction will begin on Monday, February 24.
2. FDOT – Phase IV Landscaping: The contractor expressed concern over the freeze relative to his one-year warranty of the plant material. This will be addressed in the spring when the health of the plants is apparent.
3. Gulf Coast Tourism Promotion - Lighthouse Relocation Documentary: The PSJRA is creating a packet to request an extension of the grant deadline.
4. SaltAir Market – The grant to the Tapper Foundation was submitted on behalf of the SaltAir Market.

B. Façade Grant Program

1. The board voted (BS/AF, 7-0) to reimburse Pojo Place \$4229.83 of the awarded amount of \$5000 for work completed, with the exception of the awning. The remainder will be reimbursed should the awning be replaced as specified in the vendor's quote.
2. The signage for Polished has been installed. The PSJRA awaits the request for reimbursement.
3. 408 Reid Avenue is substantially complete. Reimbursement has not been requested to date.

VII. Project Status Report

- A. TIF Review Status: The board will continue the discussion and not take any action at this time.
- B. Open-Air Information Center: The board (BS/AF, 7-0) selected the Littlejohn Engineering concept #4 to present to the City and to the public for consideration as the design for the deck at the Billy Joe Rish Parking Lot. GA will request an updated concept to include a periscope and lighting prior to presentation to the public.
- C. Historic District Entrance Signage: The board requested GA create a concept for banners to serve as entrance signage at Reid and SR-71 and Reid and First Street.
- D. Shade Cover at Dr. Joe Parking Lot: The board (BS/MM, 7-0) voted to send a letter via registered mail and email to Monumental Fabrication requiring the new shade cover be installed in 30 days or return of the \$1404.17 deposit made on September 3, 2013.

VIII. New Business

- A. Langston Drive Lights: The board voted (BS/PB, 7-0) to fund the installation of lights at Langston Drive at an amount of \$2600.
- B. Jetty Park Low Dock: The board voted (MM/AF, 7-0) to allocate GA's time to write the grant for the improvement at the Low Docks to accommodate boutique cruise lines.
- C. The next meeting will be held on Wednesday, March 26, 2014, at 10 AM at 406 Marina Drive. The date was changed to not conflict with Spring Break.

IX. Meeting Adjournment

The meeting was adjourned at 12:15 (BS/MM, 7-0).

Approved:

Boyd Pickett – Chair

Bo Spring – Vice Chair