

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

MEETING MINUTES
May 13, 2010 – 5:15 PM

ATTENDANCE

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

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

I. Call to Order

A. The meeting was called to order by TW at 5:20 pm.

II. Consent Agenda

A. The minutes from the 4/8/10 meeting were reviewed. There was no quorum at the last meeting.

III. Citizens to be Heard - none

IV. Agency Operations

- A. The Board congratulated Lorinda Gingell on her recent election to the City Council. The City attorney has indicated that Lorinda will have to resign from her part-time PSJRA position in order to avoid voting conflicts on PSJRA issues.
- B. The Board reviewed the recently published Annual Report for FY 2008-09.
- C. Director Gena Johnson will be leaving at the end of July; Provisional Director Lezle Jacobs will fill this seat on the Board.
- D. The Board plans to make recommendations for more provisional directors to be presented to the City Council.

V. Grant Programs

- A. Façade Grant Program – The Board agreed to advertise for the 2011 Façade Grant program and begin taking new grant applications on 8/2/10. (WR/GJ,5-0)

VI. Projects

- A. North PSJ Annexation
 - 1. The boundary expansion was completed on 3/16/10 and the Property Appraiser was requested to provide base year taxable values for the expansion area on 4/6/10.
 - 2. The updated redevelopment plan final printed and bound copies will only be printed as needed to save costs. Starting with (10) copies.
 - 3. The Board agreed to fund enhancements to the proposed new City Street connecting MLK to Williams Ave including sod and sidewalk at \$8000. (WR/MT,4-1,AF voting No)
- B. Civic Signage
 - 1. The City adoption of the revised sign ordinance is anticipated by 5/18/10 to be effective 7/1/10. The City plans to send letters out to businesses to give them ample notice of upcoming enforcement efforts.
 - 2. MF presented the local bids received for TODS signage. The Board agreed to award only (1) TODS sign at this time until the locations of additional signs can be reviewed. The award was made to Ramsey's Printing due to concerns about delivery commitments from Coast 2 Coast. (PJ/GJ,5-0, WR abstained)
- C. US-98 Streetscape Improvements
 - 1. The Project is expected to be substantially complete on 5/15/10. The punchlist was established on 5/11/10.

2. The final budget will be updated after the Contractor provides final costs for changes - but there should be contingency dollars left over.
3. Genesis is still working with FDOT on the design for the expanded landscape scope. FDOT has extended the deadline for completion of the added landscaping to 12/31/10. We will need to re-advertise this scope for bids.

D. PSJ City Commons

1. MF presented the local bids for wood materials for the gazebo. The Board agreed to award to the low bidder, St Joe Ace Hardware. (MT/PJ,6-0)
2. The final stamped engineering drawings are expected from the engineer this week. We will need to get building and roofing permits.
3. The Farmer's Market plans to have a dedication ceremony for the Mill Whistle monument on 6/5/10. The monument sign was committed by Boyer Signs to be installed by that date.

E. Billy Joe Rish Parking Lot

1. Preble-Rish is still working on the P.E.R required for the grant application.
2. Public Works is working on removing the pine tree on the site and the new sidewalks on 4th St.

VII. Community Programs – No Update

VIII. Meeting Adjournment

- A. The meeting was adjourned at approximately 6:30 pm (WR/PJ,6-0)

Approved:

Troy White –Chairman

Patrick Jones – Vice-Chair