

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

**MEETING MINUTES**  
July 8, 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)	Absent
Lezle Jacobs – Provisional	(JP)	Absent
Matt Fleck- Executive Director	(MF)	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 5:40 pm.

**II. Consent Agenda**

A. The minutes from the 6/10/10 meeting were approved (WR/AF,5-0)

**III. Citizens to be Heard - none**

**IV. Agency Operations**

A. The Board reviewed the preliminary DR-420-TIF report from the property appraiser of the 2010 tax assessments, and TIF funding. Property values within the CRA original boundary are down approximately 28% this year.

- B. The Board discussed the DRAFT PSJRA Budget for FY-2010-11.  
Proposed budget items to be included in the budget :
1. Reduced G&A budget to be a similar percentage of the total budget as last year
  2. Include anticipated USDA grant funds
  3. Combine the budgets for contract labor
  4. Existing commitments for parking lot purchase and landscape maintenance
  5. Façade Grant Program
  6. Observation Tower
  7. Community Events
  8. Competitive Program Grants for the Expansion area
  9. Civic Signage
- C. The Board requested that MF meet with the City Manager and try to identify items within the city's Budget that the PSJRA could legitimately help fund in order to reduce the overall budget shortfalls of the City.
- D. The remaining uncommitted funds in the current year budget will be allocated to specific projects at the next meeting.
- E. The list of Provisional Board members for the City Council to review was unchanged. Linda Gant, Curtis Lewis, Phil Early, Paige Rich, Ralph Roberson, Roy Smith, Andy Smith, Casey Costin. TW reminded us that our goal is to identify the expertise to any suggested board member.

## **V. Grant Programs**

- A. Façade Grant Program
1. The 2011 Façade grant application start date is 8/2/10.

## **VI. Projects**

- A. North PSJ Annexation
1. The Apalachee Regional Planning Council request for funding of a CDBG Grant match for North PSJ utilities infrastructure is not eligible for PSJRA funding because it is currently included in the City's Capital Improvement Plan (CIP).
- B. Civic Signage
1. The Board discussed the City Manager's concepts for Common Event Signage. The Board agreed that the City could utilize the "rebate" of 2009-10 TIF funds that is already included in the budget to assist in funding this signage.

C. US-98 Streetscape Improvements

1. The Project punchlist was completed on 6/28/10.
2. FDOT re-surfacing is anticipated to start in late Aug or Sept.
3. The anticipated project funds remaining are \$22,000.
4. Phase-2 Landscaping bids were received on 6/24/10. The apparent low bidder was Floridian Construction & Development Co, Inc at \$74,777. This will leave still leave approximately \$14K left in the FDOT Landscape Grant.
5. Public Works is still working on new sidewalks on 2<sup>nd</sup>, 3<sup>rd</sup> & 4<sup>th</sup> Streets so the one way streets can be re-stripped.

D. PSJ City Commons

1. The gazebo materials are now in stock - Construction timing depends on the City Public Works schedule. This potentially may be delayed until Sept. due to other commitments.

E. Bayfront Parks

1. The City was not able to complete the new access road before the Scallop Festival so it is planned to start immediately following the event.
2. The new performance stage on the pond is under construction.

F. Billy Joe Rish Parking Lot

1. Preble-Rish is still working on the P.E.R required for the grant application. This is anticipated to be complete by the end of July.

**VII. Community Programs – No Update**

**VIII. Meeting Adjournment**

- A. The meeting was adjourned at approximately 7:00 pm (WR/PJ,4-0)

Approved:

\_\_\_\_\_  
Troy White – Chairman

\_\_\_\_\_  
Patrick Jones – Vice-Chair