

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

MEETING MINUTES
Aug 12, 2010 – 5:15 PM

ATTENDANCE

Troy White – Chairman	(TW)	Present
Patrick Jones – Vice-Chairman	(PJ)	Present (via telecom)
Annie Sue Fields - Director	(AF)	Present
Jessica Patterson - Director	(TL)	Absent
Willie Ramsey – Director	(WR)	Present
Marie Todd – Director	(MT)	Present
Lezle Jacobs – Director	(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 5:30 pm.

II. Consent Agenda

A. The minutes from the 7/8/10 meeting were approved (WR/TW,4-0)

III. Citizens to be Heard - none

IV. Agency Operations

A. The Board reviewed the preliminary TIF projections based on the preliminary 2010 tax assessments and the assumption that millage rates will remain constant. Total estimated TIF for FY 2010-11 is \$261,716 including \$161,289 from the County and \$100,427 from the City.

- B. The Board agreed to re-allocate all unspent funds (+/- \$43,000) from the FY2009-10 budget to the BJ Rish Parking Lot improvements budget. (WR/MT,4-0)
- C. MF briefed the Board on a meeting he attended with the City Manager and City Mayor. In an attempt to avoid a TIF rebate for the coming year, The Mayor has requested that the PSJRA increase our funding for both the EDC and the Chamber of Commerce in order to relieve both City and the County commitments to these agencies.
- D. The Board discussed and agreed on the attached Draft Budget, including: (WR/MT,4-0)
 - 1. Reduce the overhead budget by 25% from last year. This will reduce the funds available for administration costs by 30%.
 - 2. Include anticipated USDA grant income & expense - \$75,000
 - 3. Landscape Maintenance - \$15,000
 - 4. Parking lot land purchase - Annual payment - \$65,000
 - 5. BJ Rish Parking Lot improvements - \$12,600
 - 6. City requested funding of EDC & Chamber - \$35,000
 - 7. City requested funding of Youth Programs - \$15,000
 - 8. City requested funding of CDC & ARC - \$2,500
 - 9. Façade Grant Program - \$35,000
- E. The list of Provisional Board members for the City Council to review was updated: Linda Gant, Curtis Lewis, Phil Early, Paige Rich, Ralph Roberson, Roy Smith, Casey Costin, Jack Kerigan, Bill Reid. MF to request appointments by the City Commission.
- F. Director Lezle Jacobs has resigned her position on the Board because she has relocated out of the area.
- G. 850 Magazine intends to run an article on the PSJRA efforts in Downtown PSJ in the October issue.

V. Grant Programs

- A. Façade Grant Program
 - 1. There are currently (13) Façade grant applications received for the FY2010-11 program.
 - 2. The current estimated potential grant amount is \$88,000.

VI. Projects

- A. North PSJ Annexation
 - 1. The Property Appraiser has provided a 2010 base year value of \$26,185,135 for the expansion area.
- B. Civic Signage

1. The FDOT permit was recently issued for the TODS sign on US-98 in front of McDonalds.

C. US-98 Streetscape Improvements

1. FDOT re-surfacing project started on 8/9/10.
2. Phase-2 Landscaping contract was awarded to the low bidder - Floridian Construction & Development Co, Inc at \$74,777. This will leave still leave approximately \$14K left in the FDOT Landscape Grant.
3. Public Works has completed the new sidewalks on 2nd, 3rd & 4th Streets and the sealing and re-stripping work is ongoing.

D. PSJ City Commons

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

E. Bayfront Parks – no update

F. Master Parking

1. Business Owners on 4th street have requested that the PSJRA consider purchasing property for additional public parking on 4th street.

G. Billy Joe Rish Parking Lot

1. Preble-Rish is still working on the P.E.R required for the grant application.
2. The parking lot retention pond will be larger than anticipated which reduces the overall parking count.

VII. Community Programs

- A. The PSJRA funded \$500 for the Scallop Festival.

VIII. Meeting Adjournment

- A. The meeting was adjourned at approximately 6:30 pm (WR/MT,4-0)

Approved:

Troy White – Chairman

Patrick Jones – Vice-Chair