

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

**MEETING MINUTES**  
October 17, 2013

*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 (10:21)
Linda Gant	Director	(LG)	Present
Brian Hill	Director	(BH)	Absent
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 10:06 AM.
- II. **Citizens to Be Heard**  
None
- III. **Consent Agenda** - The minutes of the September 19 regular meeting were approved (AF/BS, 6-0) without correction.
- IV. **Agency Operations**
  - A. The financial report year-end reports were presented/approved without modification (BS/MM, 7-0).
  - B. Budget
    1. The FY 14 budget will be considered for adoption at the November meeting.
- V. **Governance**
  - A. The City has requested all board members view the Sunshine video. GA will check to see if it is available online or will provide a viewing at the next board meeting.
- VI. **Grant Program Status Report**

A. Grant Report – Existing Grants

1. USDA/RBEG - MLK Sidewalk Grant: The bids came in over budget. GA and BS will meet with Clay Smallwood to consider value engineering opportunities to return the project to at or below budget.
2. FDOT – Phase IV Landscaping: The protest to the award has been withdrawn, and the City awarded the project to Leake Landscape. GA will prepare the contract and request a two-month extension (until December 31) on the grant.
3. Gulf Coast Tourism Promotion - Lighthouse Relocation Documentary: The City has questioned the efficacy of including the entire relocation/construction scope of work in one RFP, and the Mayor is researching additional opportunities to move/rebid the lighthouse as a separate project.
4. Langston Drive – The award status of the Safe Route to School grant will be available in October, and GA will followup with the FDOT grant administrator. If this grant is approved, GA will resume discussion with the Jessie Ball DuPont Foundation to fund the lights.
5. Washington Complex Playground System: The FRDAP grant has been submitted and includes improvements to the playground, ball field, and restrooms.

B. Façade Grant Program

1. The Laundry Basket documentation was accepted and approved in the amount as awarded November 19, 2012, of \$6249.25. Mr. Reid requested an increase due to increase in the cost of materials; however, the updated bid was not provided to the PSJRA prior to the start of work for approval and a different contractor performed that work without PJSRA approval.
2. Mike Smith was awarded \$5000 to re-stucco, relocate A/C condensers, and install new windows at the rear of 408 Reid Avenue. This award is contingent on the PSJRA receiving acceptable contact/licensing information on one of the bidders, Underwood Framing.
3. GA will deliver a letter to the No Name Café requesting their intentions in submitting documentation for reimbursement. They have not submitted the required documentation within the six-month window allowed by the grant, and they will be given until November 19 to keep the grant active.

**VII. Project Status Report**

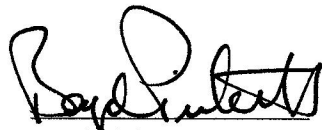
- A. City Affordable Housing: No further meetings have been held.
- B. BayPark Master Plan – GA will continue to garner support from the community, and board members will meet with City Commissioners individually to discuss the plan.
- C. Deck at BJR Memorial Parking Lot: The board will meet at the deck at 11:30 AM on Thursday, October 24, to seal the deck. Bo will provide handles, and GA will provide six rollers and paint trays.

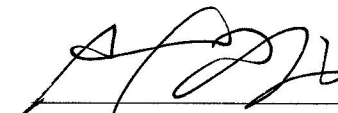
**VIII. New Business**

- A. GA reported on a meeting with Senator Montford to provide him with information on the BayPark Master Plan and to begin a dialogue for future support.
- B. Challenge Florida – the PSJRA attended a meeting with DOE on a pilot project to assist with the economic development component of the City’s comprehensive plan.
- C. The board asked GA to review the TIF records to ensure the correct parcels are included in the TIF calculations.
- D. The next meeting will be held on Thursday, November 21, at 10 AM at 406 Marina Drive.

**IX. Meeting Adjournment** - The meeting was adjourned at 11:21 (MM/AF, 7-0).

Approved:

  
Boyd Pickett – Chair

  
Bo Spring – Vice Chair