

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

MEETING MINUTES

December 19, 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)	Absent
Aaron Farnsley	Treasurer	(AF)	Absent
Patti Blaylock	Director	(PB)	Present (left at 10:50)
Linda Gant	Director	(LG)	Present
Brian Hill	Director	(BH)	Absent
Michael McKenzie	Director	(MM)	Present
Clarence Monette	Director	(CM)	Present
Willie Ramsey	Director	(WR)	Present
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 10:10 AM.
- II. **Citizens to Be Heard**
None
- III. **Consent Agenda** - The minutes of the November regular meeting were approved without revision (CM/LG, 6-0).
- IV. **Agency Operations**
 - A. The financial report was presented/approved without modification (WR/CM, 6-0).
- V. **Governance**
 - A. Sunshine Video: PB has viewed the video and will provide it to Linda Gant.
 - B. GA reported on additional ethics information received at the FRA conference:
 - There are increasingly more opportunities to violate Sunshine Laws, even when it is not intended.
 - Always think twice before hitting the “send” button.
 - Risk management issues will be bigger and bigger.

VI. Grant Program Status Report

A. Grant Report – Existing Grants

1. USDA/RBEG - MLK Sidewalk Grant: Upon conclusion of final review by USDA, the pre-construction meeting will be scheduled.
2. FDOT – Phase IV Landscaping: The project is 95 percent complete, and the FDOT site visit is scheduled for Friday, December 20.
3. BayFront Park – The Gulf County Chamber of Commerce will donate the \$15,000 temporary electrical components to the park for permanent installation upon approval of a master plan.
4. Gulf Coast Tourism Promotion - Lighthouse Relocation Documentary: The documentary contractor continues to provide the PSJRA with comprehensive, high-quality documentation of progress for inclusion in quarterly reports. The Fresnel lens is scheduled for removal in January.
5. Langston Drive – The Safe Route to School grant, that will provide sidewalks along Langston Drive, has approved, with the following schedule: \$9000 for design in FY2015 and \$70,000 for construction in FY 2018. The fiscal year for FDOT begins in July of the previous calendar year.
6. SaltAir Market – GA will meet with members of the SaltAir board this afternoon to finalize a grant application to the Tapper Foundation.
7. Kiosks at Deck at Billy Joe Rish Parking Lot – The RFQ for an “Open-Air Information Center” was approved by the board with the following revisions:
 - Add Gulf County Chamber of Commerce as a collaborative partner.
 - Include final approval by the City of Port St. Joe.
 - Include City of Port St. Joe’s right to reject any and all bids.The RFQ will be provided to the City for review/approval at their meeting on January 7, 2014.

B. Façade Grant Program

No update.

VII. Project Status Report

- A. TIF Review Status – The Property Appraiser has reviewed the value of the parcels currently in the RA at the base year of 1990 and has been raised concern that the base year total amount may need to remain static, even though the boundaries changed. The board authorized GA to request a legal opinion from the Florida League of Cities attorney, with a cost not to exceed \$1000 (MM/CM, 6-0).
- B. Seven Year Overview – The Seven-Year Overview has been distributed to the City and to businesses downtown. GA will distribute to the County Commission.

- C. Sign Ordinance – The City has approved the revised sign ordinance, with fewer material changes than originally put forth.
- D. TODS Signs – Opportunity exists to add information to the existing “Hospital” TODS sign at SR-71 and Reid Avenue. GA will continue to coordinate with the City to add two additional signs, with arrows directed to Reid Avenue: “Shopping” and “Restaurants.”

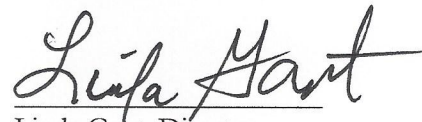
VIII. New Business

- A. City of Port St. Joe Capital Improvements – The PSJRA board will request the City of Port St. Joe clarify language in the “Project Funding Source” category for all projects currently assigned to the PSJRA to ensure that these projects are not necessarily exclusively dedicated to the PSJRA.
- B. The next meeting will be held on Thursday, January 16, 2014, at 10 AM at 406 Marina Drive.

IX. Meeting Adjournment - The meeting was adjourned at 10:55 (WR/MM, 5-0).

Approved:


Boyd Bickett – Chair


Linda Gant, Director