

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

**MEETING MINUTES**

August 15, 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

Willie Ramsey	Chairman	(WR)	Present
Boyd Pickett	Vice Chair	(BP)	Absent
Aaron Farnsley	Treasurer	(AF)	Present
Linda Gant	Director	(LG)	Absent
Clarence Monette	Director	(CM)	Absent
Marie Todd	Director	(MT)	Present
Bo Spring	Director	(BS)	Present
Michael McKenzie	Director	(MM)	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 10:07 AM.

**II. Citizens to Be Heard**

A. Mr. Bill Koran addressed the board requesting reconsideration of the Black's Island Trading Company's façade grant award. The board confirmed the original award of \$1902.35, requested that the PSJRA make the payment immediately, and did not approve additional funds due to performance of work prior to written approval and utilizing colors that do not conform to the PSJRA-approved palette. Mr. Koran was encouraged to request written recommendations from Sunbrella if he wishes to return to the board, with manufacturer-approved options to recolor the awning, to request additional funds.

**III. Consent Agenda** - The minutes of the July 18 regular meeting were approved (AF/MT, 5-0) without correction.

**IV. Agency Operations**

A. The financial report was presented/approved without modification (MM/MT, 5-0).

B. Budget

1. The draft budget will be provided for consideration after receiving the final millage rates from the City and County.

## V. Governance

- A. Provisional Directors Brian Hill and Patti Blaylock will begin their four-year terms at the October meeting, filling the seats vacated by WR and MT.
- B. Johnny Jenkins' resignation was accepted (BS/MM, 5-0). The PSJRA will request approval from the City Commission to appoint Willie Ramsey (BS/AF, 4-0, with WR abstaining) to fill Johnny Jenkins' term, which will end October 2014.
- C. The Directors will consider a new slate of Provisional Directors to provide to the City for approval. This list will be determined at the September meeting.

## VI. Grant Program Status Report

### A. Grant Report – Existing Grants

1. CPI Grant – Lighthouse Foundation: The grant file has been presented to Charlotte Pierce with the understanding that the City will provide project management for the grant. GA will followup with the grantor to provide any required documentation to complete the transfer.
2. USDA/RBEG - MLK Sidewalk Grant: The project is moving forward under the project management of Clay Smallwood, PRI, and is being coordinated with the CDBG grant scope of work.
3. FDOT – Phase IV Landscaping: The Board reviewed and voted (BS/MT, 5-0) to approve the new RFP for the landscaping project. GA will submit to the City for additional approval to publish the RFP.
4. FDEP - BayPark Master Plan: The final report and documentation has been completed, and reimbursement has been received by the City, who will in turn reimburse the PSJRA. Focus Group Chair Steve Newman will schedule a meeting to approve the conceptual plan.
5. USDA RBEG - Deck at BJR Memorial Parking Lot: The construction is complete, and USDA will conduct a site visit the week of August 19. The board will consider options to add additional points of ingress/egress, and the board will provide the material and labor to seal the desk after the wood has cured sufficiently. GA will discuss with the City potential temporary uses of the deck prior to construction of the permanent gazebo/kiosk.
6. Gulf Coast Tourism Promotion - Lighthouse Relocation Documentary: The team will schedule another visit around Labor Day.

7. Washington Complex Playground System: GA is communicating with the Gates Foundation to potentially fund the playground equipment.

B. Façade Grant Program

1. No new applicants.

**VII. Project Status Report**

- A. Banner Art Collateral Material: The board approved the paper stock for the posters and note cards, with the revision that the inside of the note cards will be non-coated (for ease of use) and the size of the posters will be 12 x 18 (to support a marketable price point).

**VIII. New Business**

- A. Economic Development Element for City Comprehensive Plan

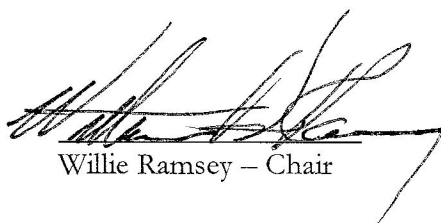
AF and MM reported that the initial workshop brought stakeholders together to discuss potential components of the plan: the Port (dredging and railroad access), creating a livable community, and integrating technology and intellectual property into any plan.

- B. The board discussed a reprint of the Historic Downtown Brochure and will consider adding paid advertising to offset the cost of any redesign and reprint for next summer's high tourist season. GA will provide a plan.

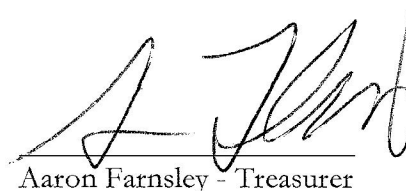
- C. The next meeting will be held on Thursday, September 19, at 10 AM at 406 Marina Drive.

**IX. Meeting Adjournment** - The meeting was adjourned at 11:30 (BS/MM, 5-0).

Approved:



Willie Ramsey – Chair



Aaron Farnsley - Treasurer