

City of Port St. Joe
Redevelopment Agency Board
Regular Meeting
November 15, 2022

Minutes

Pledge of Allegiance and Moment of Silence

Roll Call of the Board

Present		Absent	
Board	Staff	Board	Staff
David Ashbrook 11:07	Jim Anderson	Linda Bullock	
Rex Buzzett	Charlotte Pierce		
Scott Hoffman	Mike Lacour		
Eric Langston			
Brett Lowry 11:04			
Marvin Davis			

Consent Agenda

Minutes

Brett Lowry joined the meeting at 11:04 A.M.

A Motion was made by Rex Buzzett, second by Scott Hoffman, to approve the Minutes of the October 18, 2022, Regular Meeting. All in favor; Motion carried 5-0.

David Ashbrook joined the meeting at 11:07 A.M.

Business Items

Stantec Task Orders

Jared Beck of Stantec joined the meeting by phone and reviewed what their contract would cover for the PSJRA which included reporting requirements of preparing annual reports and budgets, redevelopment plan updates, advisory board information assistance, goal setting, and work plans. Also included will be monthly CRA Board meetings and work support, quarterly update to the City Commission, assistance with agendas and notices, and general support to coordinate redevelopment plan actions.

A Motion was made by David Ashbrook, second by Marvin Davis, to add two additional members to the PSJRA Board. The new members will be selected by the City Commission. All in favor; Motion carried 6-0

Draft 2022 – 2023 Budget


A Motion was made by Rex Buzzett, second by David Ashbrook to adopt the 2022 / 2023 PSJRA Budget. See attached Ex (A). All in favor; Motion carried 6-0.

There was no additional business to come before the Board and Chairman Langston adjourned the meeting at 11:23 A.M.

Approved this 7th day of February, 2023.


Eric Langston, PSJRA/Chairman

2/7/23
Date


Charlotte M. Pierce, City Clerk

2/7/23
Date

PSJRA Expansion area- FY 22-23 budget		10/1/2022
(OVER) / UNDER		\$ 78,428
INCOME		\$ 114,191
Balance Forward		\$ 49,744
TIFF Funds-City		\$ 22,936
TIFF Funds-County		\$ 41,511
EXPENSE		\$ 35,763
General & Administrative		\$ 35,763
Human Resources		\$ 22,400
Wages and Benefits	Stantec Consulting	\$ 22,400
General Insurance		\$ 6,069
Directors' and Officers' Liability Insurance		\$ 6,069
Office Expense		\$ 1,200
Phone		\$ 900
Office Supplies		\$ 250
Postage		\$ 50
Photocopy		\$ -
Public Relations & Advertising		\$ 1,170
Advertising/Marketing		\$ 500
Dues and Subscriptions		
DEO		\$ 175
FRA		\$ 495
Professional Services		\$ 4,924
Audit		\$ 3,550
Legal Fees		\$ 374
Accounting Oversight		\$ 500
Technical Support (web site update, hosting)		\$ 500
Civic Projects		