

**Port St. Joe Redevelopment Agency**  
Board of Directors  
Ward Ridge City Hall

**MEETING MINUTES**  
December 3rd, 2019

*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

Scott Hoffman	Director	(SH)	Present
Rex Buzzett	Vice Chair	(RB)	Present
Marvin Davis	Director	(MD)	Present
Linda Bullock	Director	(LB)	Absent
David Ashbrook	Chair	(DA)	Present
Brett Lowry	Director	(BL)	Present
Eric Langston	Director	(EL)	Absent
Bill Kennedy	Executive Director	(BK)	Present

Voting Key – (motion by / second by, votes for – votes against)

**I. Call to Order** - The meeting was called to order at 12:07 by DA.

**II. Citizens to Be Heard**

A. No citizens to be heard

**III. Consent Agenda**

A. Minutes were provided for November 5th, meeting, (RB/MD, 4-0)

**IV. Agency Operations:**

- A. Financial oversight reports were provided for October
- B. Time sheet was provided for November

**V. Façade Grant Program**

A. Let it Happen façade grant was tabled until building owner consent is given.

**VI. Grant Program Status Report**

No updates

**VII. Project Status Report**

- A. Restroom has started construction. SH requested a contract with time frame.

**VIII. Old Business**

- A. The palms were planted on the promenade.
- B. The group discussed a delivery truck policy for downtown as well as a parking policy. BK will draft letter for the downtown and provide drafts to business owners for feedback.

**IX. New Business**

- A. RB brought up a pedestrian crosswalk for 98 at 3<sup>rd</sup> street. RB to find out contact for FDOT for future discussion.

**X. Meeting Adjournment**

The meeting was adjourned at 12:45 PM, (RB/SH, 5-0).

Approved:

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David Ashbrook, Chair