



PRA Minutes / Regular Meeting
September 20, 2021 | 9:00 a.m.

Jackson County Chamber of Commerce Conference Room

The Pascagoula Redevelopment Authority met for its regular monthly meeting at the Jackson County Chamber of Commerce Conference Room on Monday, September 20, 2021. Dr. Hal Moore called the meeting to order at 9:00 a.m. and established a quorum with the following present:

Chairman, Hal Moore
Board Member, Alice Walker
Board Member, Henry Fox
Board Member, Alan Sudduth
Board Member, Jimmy Estabrook

Others Present:

PRA Attorney, Amy St Pe'
City Manager, Michael Silverman
Shannon Strunk, Developer
Ramsay Taylor, Developer
Katarina Scott
Mayor Jay Willis
Rebecca Davis, Main Street Director
Jason Poole, Developer
Blair Purdy
Hayley Espey
James Douglass
Katie Lee
Geoffrey Clemens
Donovan Scruggs, consultant
Tom Walker

The Agenda was amended by adding H(1) 726 Delmas Reimbursement; H(2) 707 Krebs Avenue amendment and H(3) JCUA Correspondence re MOU.

Henry Fox made a motion, seconded by Jimmy Estabrook to nominate Dr. Hal Moore as Chairman for 1 year.

All voted in favor, motion passed.

Henry Fox made a motion, seconded by Alice Walker to nominate Jimmy Estabrook as Vice Chairman. All voted in favor, motion carried

Henry Fox made a motion, seconded by Jimmy Estabrook to nominate Alice Walker as Secretary/Treasurer. All voted in favor, motion carried.

Next, the PRA considered the application of Jourdan Nicaud and Bill Legier for 720 and 722 Delmas. The project will have a total investment of \$1,050,000 and a grant request of \$262,500. The PRA determined that the project will consist of mixed use of retail and living space.

Next, the PRA was updated on the Ice House CDI Application, which has increased from 11 million to 14 million due to the plan to restore and save the entire Ice House Structure. The grant request increased by \$750,000 to a total grant request of 3.5 million.

Next, the PRA considered the CDI Agreement for 3112 Canty Street (Buchanans) and **Alan Sudduth moved to approve same, with a second by Jimmy Estabrook. All voted in favor. Motion carried.**

PRA then considered Kenneth Jones request for CDI reimbursement for 912 convent Street in the amount of \$18,210. The City Manager confirmed the building department reviewed the improvements and that they were in line for payment. Jimmy Estabrook made a motion, seconded by Henry Fox to approve the reimbursement request for 912 Convent Street in the amount of \$18,210. All voted in favor. Motion carried.

Henry Fox made a motion, seconded by Jimmy Estabrook to approve the CDI reimbursement request for 641 Delmas Avenue (Jason Poole/Downtown Buffet) in the amount of \$79,235.83. It was noted that the retail boutique is planning to open by November 1, 2021 and the restaurant is trying to open by December 1, 2021. All voted in favor. Motion carried.

Alice Walker made a motion, seconded by Alan Sudduth to approve the reimbursement request for 707 Krebs Avenue in the amount of \$60,000. It was reported by the Developer, Ramsay Taylor, that all 5 units had been rented, as well as the retail space. They received approval to replace all the windows and hoped to have those installed in the next two weeks, followed by painting the building exterior. All voted in favor, motion carried.

The PRA next received an update from Ramsay Taylor regarding the retail tenant, Kitchen Sisters Meal Prep. Blair Purdy, speaking for Kitchen Sisters, told the PRA her plan to have a home style kitchen atmosphere that she would operate her food prep business out of, along with food for sell in freezers to take home and cook. Also, she planned to have the venue available for rent and cooking classes. Ramsay Taylor is amending his current CDI application to make the needed renovations to the retail space so that the tenant can operate the kitchen. He also presented a change in scope, which increased cost for adding a 2nd bedroom to the apartment. The total increase in cost is \$141, 715, and he is requesting 25% of the increase or \$35, 428.75.

Alan Sudduth made a motion, seconded by Jimmy Estabrook, subject to the building departments' confirmation of all work done, to approve the reimbursement request of Jason Poole for 726 Delmas Avenue in the amount of \$40,960.51. The total project cost, as documented by receipts was \$163, 842.30. Jason

reported that he has the 2-bedroom rented and had 2 other 1 bedrooms that he had not started marketing yet, but planned to keep one as a VRBO. **All voted in favor, motion carried.**

PRA discussed its request to the JCUA to enter an MOU with PRA to jointly seek funding to mitigate the odor at the Pascagoula Wastewater Treatment Plant. PRA was advised that JCUA said they would work with us but that they would not sign an MOU agreeing to such. PRA Board Member, Alice Walker, expressed extreme displeasure in their unwillingness to enter an MOU. The Developers in the downtown area also expressed concern over the lack of interest in deterring one of the biggest obstacles in the downtown area. The Developers believe that the plant harms business and makes people reluctant to invest in the area. Board Member Alan Sudduth did acknowledge the work JCUA had done for mitigation with no requirement to do so.

Next, PRA considered the LiveRiverfront Rental incentives

For Item I, **Jimmy Estabrook made a motion, Seconded by Henry Fox** to approve the request for reimbursement for 14 months to Carlene Alfonso (2/1/20 to 4/30/21) at 3024 Dock Street in the amount of \$5600 (400 per month x 14 months). **All voted in favor. Motion carried.**

For Items J-L, **Henry Fox made a motion, seconded by Alice Walker** to approve rental reimbursement for 12 months each to Carlene Alfonso, a total of \$4800 per property, for the following:

1. 3018 Dock Street (rental period 12/1/20 to 11/30/21)
2. 3022 Dock Street (rental period 12/1/20 to 11/30/21)
3. 3020 Dock Street (rental period 9/18/20 to 9/30/21).

All voted in favor. Motion carried.

Alan Sudduth made a motion, seconded by Jimmy Estabrook to approve the Agreement with Compton Engineering to act as the Project Manager and provide Administrative/Professional Support for the PRA. Compton shall perform all tasks associated with the job description of Project Manager, including, but not limited to the following duties:

- Managing grants awarded to the PRA. This would include reporting monthly to PRA on the status of the project and providing PRA updates on the funding spent to date and the funding remaining for each project. This would further include meeting any reporting requirements of the Mississippi Development Authority (“MDA”) for Gulf Coast Restoration Funds (“GCRF”), the State for any bond funds received, or any other funding source.
- Assessing proposed developments (evaluating preliminary plans/site plans, assessing construction on development site, and evaluating a development’s alignment with PRA’s overall revitalization plans and its effect on the surrounding area).
- Responsible for monitoring PRA related revitalization efforts, including tracking progress on projects supported by the PRA.
- Meeting with developers to discuss potential projects and current projects.
- Providing administrative support to Executive Director and PRA Attorney.
- Attending monthly meetings and occasionally attending special meetings.

- Facilitating meetings with government agencies, industries, and community organizations.
- Develop communication materials for local businesses, residents, and other stakeholders highlighting events or relevant services and programs.
- Facilitate conversations with a wide range of stakeholders on a range of complex issues and projects that impact the Flagship District.

EXCLUSIONS:

- This contract does not include reporting on the Housing and Urban Development (“HUD”) Section 3 projects or reporting under the Davis Bacon Act.

COMPENSATION AND EXPENSES:

For the core duties and responsibilities as set forth above, the Consultant shall be paid a flat rate of five-thousand dollars (\$5,000) per month. The Consultant will be responsible for all taxes and required reporting. For all items out of scope, Consultant will charge as set forth on the rate sheet attached as Exhibit A.

COMPTON ENGINEERING, INC. RATE SCHEDULE
2021 Labor Classification Hourly Rate

Engineer Principal.....	\$ 185.00
Senior Project Engineer	\$ 155.00
Project Engineer.....	\$ 135.00
Engineer Intern.....	\$ 105.00
Environmental Specialist	\$ 110.00
Senior Project Manager.....	\$ 140.00
Project Manager.....	\$ 120.00
Senior Design Technician.....	\$ 95.00
Design Technician	\$ 85.00
Resident Project Representative	\$ 85.00
Business Manager.....	\$ 100.00
Administrative Assistant.....	\$ 60.00
Professional Land Surveyor.....	\$ 130.00
Senior Survey Technician with Equipment	\$ 150.00
Two-Man Survey Crew with Equipment.....	\$ 175.00
Survey Technician	\$ 65.00
Survey Crewman.....	\$ 50.00

Drone with Operator (minimum rate up to 90 minutes)\$ 200.00
* Hourly rate after 90 minutes.....\$ 70.00

The PRA requests a copy of the Agreement, along with Exhibit A, be included as part of the minutes. All voted in favor. Motion carried.

Motion made by Jimmy Estabrook, Seconded by Henry Fox to authorize Main Street to oversee and pay for all changes to the PRA website to make sure that PRA and Main Street sites align with each other. The final changes will be sent to PRA for approval. **All voted in favor. Motion approved.**

Discussion was had on Orion's proposal to study a repurposing of the Parking Garage. Total cost of the study would be \$27,500, but the out-of-pocket expense for PRA would be \$5,000 assuming Main street received the \$30,000 MS Power grant.

Motion was made by Jimmy Estabrook, seconded by Alice Walker to support placing the parking garage proposal ahead of the streetscape study.

After discussion on the need for both the parking garage and streetscape study, **the Motions were rescinded**, and the item was tabled to determine the out of pocket cost to perform both studies.

Motion was made by Alan Sudduth, Seconded by Alice Walker to approve payments to the following:
Amy Lassitter St. Pe', PA for legal services performed in the month of August in the amount of \$2,145.
Rankin & Associates for Accounting services in the amount of \$200
Bay Pest for treatment of three Anchor Square Cottages in the amount of \$1,050
All voted in favor, motion passed.

Motion by Jimmy Estabrook, seconded by Henry Fox to accept the Financial report dated 8/31/21.
All voted in favor, motion carried.

Motion to approve the 8/11/21 minutes and the 8/16/21 minutes was made by Jimmy Estabrook and seconded by Alice Walker. All voted in favor. Motion carried.

Alan Sudduth made a motion to go into closed session to determine the need for executive session, the motion was **seconded by Jimmy Estabrook.**
All voted in favor. Motion passed.

It was announced to the public that the PRA was in executive session to discuss the expansion of business on City and PRA owned riverfront property and to discuss pending expansions under the CDI applications.

Alan Sudduth made a motion, seconded by Jimmy Estabrook to go into executive session to discuss the expansion of business on City and PRA owned riverfront property and to discuss pending expansions under the CDI applications .
All voted in favor. Motion passed.

PRA heard from a potential developer wanting to expand business in the City of Pascagoula, and **Alan Sudduth made a motion, seconded by Alice Walker** to take the project under advisement and authorize

the Attorney to send a follow-up letter to said Developer outlining requirements if the Development was to go forward. **All voted in favor. Motion carried.**

Discussion was had on the expansion of business through the CDI Applications.

Jimmy Estabrook made a Motion to come out of Executive Session, **Seconded by Alan Sudduth. All voted in favor. Motion carried.**

The following motions were made related to the executive session discussions on expansion of business through the CDI Applications, with more detail on each at the beginning of the meeting:

Alan Sudduth made a motion, seconded by Henry Fox to approve the CDI Application for 720 and 722 Delmas Avenue for a mixed-use development with total project cost estimated at \$1,050,000 and a grant award of 25% of total project cost, or \$262, 500, whichever is less. **All voted in favor. Motion passed.**

Jimmy Estabrook made a motion/seconded by Henry Fox to approve the amended ICE House application by increasing the grant amount by \$750,000, which will guarantee the restoration of the existing Ice House Structure. The total project cost increased from 11 million to 14 million. The total grant award shall not exceed 25% of actual project costs. **All voted in favor. Motion passed.**

Alan Sudduth made a motion, seconded by Jimmy Estabrook to approve the amended CDI Application of Ramsay Taylor for 912 Convent Avenue (Odd fellows) to include improvements in the retail space for Kitchen Sisters with said increase resulting in an increase in cost of \$141, 715, and an additional grant award of 25% of the increase or \$35, 428.75, whichever is less. **All voted in favor. Motion carried.**

Jimmy Estabrook made a motion to adjourn, seconded by Alice Walker. All voted in favor. Motion passed.

The next special called meeting will be at Jackson County Chamber of Commerce on September 27, 2021 at 9:00 a.m. to review the proposals for the Brumfield property.