

The Quincy Community Redevelopment Agency Board met in regular session on Tuesday, January 12, 2016 with Chairman Elias presiding and the following **present**:

Board Member Daniel McMillan
Board Member Andy Gay

Also present:

CRA Manager Regina Davis
CRA Attorney Hubert Brown

Call to Order

Chairman Elias called the meeting to order at 5:00 pm.

Approval of Agenda

Member Gay made a motion to approve the agenda. Member McMillan seconded the motion. Motion carries with a vote of 3-0.

Approval of Minutes

Member Gay made a motion to approve the January minutes. Member McMillan seconded the motion. Motion carries with a vote of 3-0.

Finance Report

The finance report was reviewed. Member McMillan asked for clarification on payment to West End Grille and Regina Davis. The manager explained that the West End Grille payment covered the rental fee and meal for the advisory board to show appreciation for your dedication and support. The other check was reimbursement due to a problem with the P-card.

Façade Program Application

Board members clarified that their intent was that CRA dollars could only be used for façade but the property owner's matching dollar could be for any project. The Manager was also directed to include a form to be completed by property owner giving tenant permission to make changes/renovations.

Senior Energy Efficiency Program

The SEEP received its second round of applications, the homes have been approved and inspected. Two companies responded to the request for bids, a breakdown is provided. Member Gay made a motion to enter into a contract with the lowest bidders, which would be Chief Cornerstone Construction for nine homes and Lockwood Construction LLC for one. Member McMillan seconded the motion. Motion carries with a vote of 3-0.

RD Edwards Building

Finley Cook of Cook Brothers, Inc. provided an overview of the project. After a brief discussion, Member Gay made a motion to approve GMP in the amount of \$298,695.55, adding amendment #1 and to issue a notice to proceed. Member McMillian seconded the motion. Motion carries with a vote of 3-0.

Advisory Board Appointment

It is recommended by the by the Manager and attorney that the advisory board appoint, reappoint or reset the advisory board members' terms. There are seven seats with only four filled. It was also pointed out that some members have served several terms with no evidence of being reappointment; terms need to be staggered according to by-laws and open seats need to be filled. Those with vacancies in their district and the Manager need to provide names prior to the next Commission meeting.

(Member Dowdell arrives.) Member Dowdell was brought up to speed on the advisory board situation and asked to submit his name also.

Gadsden Arts Center Request

The Gadsden Arts Center is seeking funds to assist with their Community Connections expansion project. Staff recommends approving funding in the amount of \$9,457.50 which represents \$.50 per participant they had in 2015. Member Gay made a motion to give the Gadsden Arts Center \$9,457.50, from the special events line-item, to be used for their expansion project. Member Dowdell seconded the motion. Motion carries with a vote of 4-0.

Microloan Program

The Manager is seeking approval to research the possibility of creating a microloan program to assist start-up businesses or an existing business facing capital shortage. No action was taken as all members expressed concern with getting into the lending business even as a guarantor.

CRA Manager's Report

Murals – three persons looked at project, only one will provide an estimate

Downtown Landscaping – Working with Mr. Hamm from FAMU Cooperative Extension to determine what trees can be saved. He has also agree to work with City to prune the existing trees at no cost. Waiting on call back from FAMU School of Architecture.

Habitat for Humanity – Manager Davis spoke with representative, they are interested in reviewing the lots available. They are preparing a Memo of Understanding.

Community Contribution Tax Credit – The Department of Revenue has a tax credit program available for entities that contribute to the community. Capital City Bank is considering this opportunity and Bell & Bates is preparing a package that will include paint.

Attorney's Report

NONE

Board Comments

Member McMillian – none

Member Dowdell – Asked for clarification on expenditures to West End Grille, OES and Regina Davis.

Member Gay – none

Member Elias

- Asked Manager to provide a list of the recipients for donated items
- Wanted to increase/level contribution to Gadsden Arts to \$10,000 and change the criteria used to give funds
- Expressed concern to the manager that the expense for the advisory board gathering was too expensive
- Stressed the importance of having meeting ever month even if Manager cannot be present

Adjournment

Motion to adjourn by Member McMillian, seconded by Member Dowdell. Meeting was adjourned at 5:56pm.