
The Quincy Community Redevelopment Agency Board met in regular session on Tuesday, October 13, 2015 with Chairman Elias presiding and the following **present**:

Board Member Daniel McMillan
Board Member Gerald A. Gay, III

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 was 3-0.

Approval of Minutes

Member Gay made a motion to approve the October 13th minutes. Member McMillan seconded the motion. Motion carries with a vote was 3-0.

Finance Report

The finance report was reviewed. Member McMillan asked for clarification on payment to Mr. Bishop. The manager explained that this is the final payment to him. Chairman Elias verified that the payments to the advisory members were travel expenses for conference in Orlando. Member McMillan made a motion to approve finance report with corrections should there be any, Member Gay seconded the motion. Motion carries with a vote was 3-0.

(Member Dowdell arrives.)

Façade Program

The Manager provided a draft of the agreement and is seeking direction from the board. Member Gay asked for a copy of contract used previously as he felt it did not provide enough guidelines, he also wanted some form of a dollar match included.

Member McMillan is agreeable to using the funds for exterior lighting, exterior painting, landscaping, restoration of architectural features and windows.

Member Dowdell feels it is a good program and suggested that the contract includes a statement that applicants would need approval from the Historic Preservation Committee were applicable. He also asked that the Manager check records to see if there were any outstanding contracts from previous years.

Chairman Elias would like to see dollar for dollar matching up to \$10,000.

Member McMillan made a motion to have dollar for dollar matching funds up to \$10,000. Member Gay seconded the motion. Motion carries with a vote was 4-0.

Member Dowdell made a motion to change the name of the program to “Commercial Façade, Landscape and Sign Grant Program. This would eliminate the use of CRA funds for infrastructure. Member McMillan seconded the motion. Motion carries with a vote was 4-0.

Member Dowdell made a motion to make it 5 (five) years of continued compliance with the program guidelines and from the date this lien agreement is recorded in the public records, this lien shall be forgiven (see #12 on pg 3/5). Member McMillan seconded the motion. Motion carries with a vote was 4-0.

Member McMillan made a motion funds be allocated on a first come first serve basis as long as funds are available. Member Dowdell seconded the motion. Motion carries with a vote of 4-0.

Member McMillan made a motion that there be an overall cap of \$70,000 for this program. Member Gay seconded the motion. Motion carries with a vote of 4-0.

Member Gay made a motion that the balance of \$30,000 be used for streetscaping. Member McMillan seconded the motion. Motion carries with a vote of 4-0. Replacing the dead/dying trees and wayfinding signs are possible options for these funds.

(Member Brown arrives.)

CRA Manager Report

* *Senior Energy Efficiency Program* – Ms. Newsome (homeowner participating in the program) expressed her gratitude for being a part of the program but her concern on how it has progressed. She detailed inadequacies in the quality of work, the timeliness of tasks and poor response from contractor. Members were invited to visit her home to see for themselves. Mr. Tribue, also present, addressed her concerns and ensured all that final payment would not be disbursed until he and homeowner are completely satisfied.

Mr. Tribue also gave an update of the overall program.

* *Tax Increment Funds* – Mr. Beason has not heard anything from the Clerk’s Office but does not expect a delay in receiving the funds.

* *RD Edwards Building* – the Manager will be meeting with the Department of State on Friday to discuss the architects comments and recommendations.

* *Workshop Date* – It was agreed that the workshop will take place prior to next meeting at 4:00pm on December 8th.

Attorney's Report

Attorney Brown apologized for his tardiness on completing tasks but he has been out for surgery. The lien process on the Brumby Street project should be completed in the next 2 ½ weeks. Homeowner needs to be notified of the delay.

Board Comments

Vice Chair Brown: None

Member McMillian: None

Member Gay: None

Member Dowdell: None

Chair Elias: None

Adjournment

Member Brown made a motion to adjourn the meeting, seconded by Member Gay. Meeting was adjourned at 6:00pm.