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The Quincy Community Redevelopment Agency Board met in regular session on Tuesday, July 25, 2017 with Chairman McMillan presiding and the following **present at roll call**:

Board Member Elias  
Board Member Sapp

Board Member Gay  
Board Member Dowdell

**Also present:**

Attorney Brown  
CRA Manager Regina Davis

**Call to Order**

Chairman McMillan called the meeting to order at 5:10 pm.

**Approval of Agenda**

Member Sapp made a motion to approve the agenda. Member Dowdell seconded the motion. Motion carries with a vote of 5-0.

**Downtown Tree Replacement** – The manager’s recommendation is the crape myrtle tree. There are about 70 trees currently but recommends that not all be replaced at once. Should start with the on the inside first and move out from there. Once approved she notify City Staff and request they identify trees and pricing to include the electrical issues, as well as removing the trees. Member Gay motioned to move forward with the crape myrtle project not to exceed \$40,000. This will include electrical needs, removing the trees. Motion seconded by Member Sapp. Motion carries 5-0.

**CRA Attorney Invoices**

Attorney Brown provided detailed invoices from May 2015 to June 2017 totaling \$30,813.46. This includes a reduction of \$100 per meeting for travel time that was previously agreed. In the future, however, he will include the agreed upon travel charge. He was also very generous in waiving fees for items at his discretion. Board members stressed the importance of timely billing in the future. The attorney agreed and will make every effort to submit invoices within 14 days after the end of each month. It was motioned by Member Sapp to approve payment of Attorney Brown’s invoice. Motion seconded by Member Gay. Motion carries 5-0.

**2017-2018 Proposed Budget**

The CRA Advisory board met last Tuesday and made one recommendation for change in the language. They recommended to change the line item from “Catalyst Projects” to “Economic Development Activities” to allow a broader spectrum as to what can be done with the funds. They also discussed affordable housing but decided not to change the line item. Next step is discussion by this board and then forward to the City of Quincy budget hearings. These numbers are based on what’s left in the trust fund. The amount

may reduce the economic development activities numbers because this is the amount to rolled over into the use of funds account which will be less by the end of the fiscal year.. Estimated Use of Funds balance is \$150,000. The attorney verified that funds that were carried over from last year for catalyst projects was used to purchase the Kelley Lot.

### **CRA Manager Updates**

\* **Historical Grant applications** – RD Edwards, Arnett Chapel, Quincy State Bank and two of the three are eligible. The application for Arnett is still being reviewed but they don't see any problem at this point. The next step is review by the panel. The manager will advise the board when the panel is going to meet. Chair McMillan questioned the Quincy State Bank buildings application after receiving comments from the public. This application was done on behalf of a non-profit and will be used for acquisition. Manager Davis acted on a previous motion to write as many grants as possible. She currently serves on the board of this non-profit but will not profit in any way from the grant, there is no administrative fee attached to the grant. The board asked that the manager make sure they are aware of any possible conflicts even if it's the appearance of a conflict of interest. The attorney confirmed there is no conflict as long as there is not financial gain by the manager.

\* **Funding Notices** – Provided a list of funding opportunities which has also been forwarded to the City. One for Public Works/EDA to be used for infrastructure, next is the Historic District Updates being provided by the Dept of Interior up to \$500K, another is Leary Firefighters which can be used for training, equipment and technology and lastly the FL Dept of Transportation, highway beautification with a maximum request amount of \$82,067.90. Deadlines for each have been provided.

\* **Catalysts Projects** – The owners were contacted one wants to wait under the property clears probate in August before a decision is made, the other owner is interested.

### **CRA Attorney Updates**

\* The Board needs to re-sign the inter-local agreement with the City of Quincy for services provided.

\* Recommends that the board keep funds set aside for housing, based on research and conversations with other boards and attorneys.

### **Board Member Comments**

*Dowdell* – None

*Gay* – None

*Sapp* – Is not hard to keep affordable housing

*Elias* – Confirmed that attorney has not received any payment(s) since May 2015 and asked attorney to check on the possible ethics violation regarding the manager and the grant application.

*Chair McMillan* – Was appreciative that Ms Davis kept the downtown trees in front of them, so this can be put to bed and we can move forward. Suggests that we do some planning on what we are really going to do. The \$410,00 that we receive annually, less \$100,000 for administration only leaves around \$300,000 to spend. What can we really afford to do?

**Adjournment**—Motion to adjourn by Member Sapp, seconded by Member Elias, motion passes 5-0. Meeting adjourned at 5:50pm.