

The Quincy Community Redevelopment Agency Board met in regular session on Tuesday, April 10, 2018 with Chairman McMillan presiding and the following **present at roll call**:

Board Member Sapp, Board Member Elias

Also present:

CRA Manager Regina Davis, Attorney Brown

Call to Order

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

Approval of Minutes

Member Sapp made a motion to approve the minutes of the regular board meeting from March 13, 2018 with any corrections if necessary. Member Elias seconded the motion. Motion carries with a vote of 3-0.

Member Sapp made a motion to approve the minutes of the special board meeting from March 27, 2018 with any corrections if necessary. Member Elias seconded the motion. Motion carries with a vote of 3-0.

Financials

According to the March 30, 2018 statement the beginning balance was \$576,268.51, there were no deposits, ten checks/debits as well as automatic withdrawals, in the amount of \$10,321.02. Interest paid \$30.17, leaving a balance \$565,977.66.

Member Gay enters.

Inquiry regarding two checks for the attorney; one covers January and the other covers February.

Motion by Member Sapp to accept the financials as provided. Seconded by Member Elias. Motion carries with a vote of 4-0.

Catalyst Project (South Adams Street)

During the special session on March 27th, the board approved staff's recommendation to engage the services of a design professional to assist with the South Adams Street project. The following criteria was used to identify a firm:

- State of Florida vendor
- Specialization in historic preservation
- Revitalization of rural communities/townships
- Familiarity with the area

The manager, planning director and advisory board chair met with Mark Tarmey of 4M Design Group, walked the site and discussed the scope of services needed. Staff's recommendation is to approve contract with 4M Design.

Member Dowdell enters.

Mark Tarmey did a presentation including a sketch of what could be done and a contract for Professional Services in the amount of \$28,000. The goal is to soften some of the hard edges with some landscape, improve street lighting and façade improvements, would not include structural renovations. The issue that needs to be addressed is the mechanical equipment that is out on the streets causing water to run down the streets. Accessibility issues will also need to be addressed in due time.

Discussion:

- This was the only firm contacted that was on state contract and able to meet tight deadline. Did not go out for bids.
- Unsure how much this would cost at this point but would be included in his scope of work once contract is approved. Vendor is aware of the funds available.
- Sketch is just an idea of what can be done, still open to options. Board and community input will be considered before a decision is made.
- Manager indicated that Joel Sampson, local architect, was not asked to provide proposal because of a possible conflict as he serves on the board of Historic Commission. Attorney Brown indicated that Mr. Sampson could have recused himself on any vote related to this matter to avoid conflict of interest.

Board member Sapp motioned to approve staff's recommendation, seconded by member Elias. Question: Sapp-Where would funds come out of? Answer: Professional Services line item which is currently approximately \$44,000. Question: McMillan-Regarding ownership of drawings. Answer: The CRA will have joint copyright. Question: Elias-Does attorney have any concerns? Answer: Attorney Brown does not like the inclusion of AIA terms under dispute resolution. Mr. Tarmey agreed to strike this (AIA clause) from the contract. Motion was amended to include the striking the AIA clause from the contract. Motion carried 3-2, with members Gay and McMillan voting nay.

Manager Updates

Kelly Lot – The work on the lot is scheduled to start next week; equipment will be moved the 16th, excavation on April 23rd. Unsure when work will be completed depending on the level of work required.

Regional rural development grants – Has a meeting scheduled with DEO on April 12th to discuss rural development grants and the rural revolving loan fund. Will be finding out the terms and conditions of both programs.

Workshops – Will be attending “Grant Education Information Forum” on April 18th and on April 20th, “Grants and Other Resources”. This is information gathering.

Bank of American Purchasing Card – Based on request from Member Elias, she provided a breakdown of purchasing charges for gas including trip information.

CRA Attorney Updates

None

Board Member Comments

Dowdell – None

Gay – Indicated that he did not vote for the design contract because it did not include local architect. Would prefer that manager refer to attorney with questions regarding possible conflict.

Elias – Asked for an update on Tanyard Creek. The manager explained that the turnover(s) at DEP has caused a delay. We are not at fault and will not be penalized. We have done everything that was asked of us.

Sapp – None

Chair McMillon – Voted against selection of architect for the same reason, likes drawings, price seems accurate; likes to give local vendors an opportunity.

Community Member Comments

David Faircloth – Inherited 3 properties on South Adams Street. Indicated they are in 20 years of disrepair. Wants to see everyone come to the table to discuss the future of this area.

Adjournment – *Motion by Member Sapp to adjourn, seconded by Member Dowdell, motion carries 5-0. Meeting adjourned 5:47pm.*