

**Call to Order**

The meeting was called to order at 6:05 pm.

The Quincy Community Redevelopment Agency Advisory Board met in regular session on Tuesday, April 2, 2019 with Chair Hannigon presiding and the following present at roll call:

Board Member Bass-Prieto, Board Member Morris, Member Milton-Jackson

**Also present:**

Administrative Staff Pam Tribue, Interim Manager Nixon

**Approval of Agenda**

*Motion by Member Morris to approve the agenda as a working document for this meeting, seconded by Member Milton-Jackson, motion carries 4-0.*

**Approval of Minutes**

*Motion by Member Milton-Jackson to approve the March 5, 2019 CRA Advisory Board minutes with corrections if necessary, seconded by Member Bass-Prieto, motion carries 4-0.*

**Interim Manger Updates**

*South Adams Street* – The process is going extremely well, pleased with the progress and have been getting lots of positive comments. Hopefully everyone has seen the signs, has created some buzz in the community. There have been a few issues but would like to allow property owner, David Faircloth, to speak first.

Mr. Faircloth an update. He has a concern regarding the ramp design as it allows people to see the cash register which is a safety concern.

Attorney Brown enters.

Mr. Faircloth is looking for some guidance. He has spoken with the business owners and they have some issues. Where the ramp will come up on the side of the old Munroe building it will allow direct site into the business and specifically behind the bar where the cash register is. The business is planning to have a doorman but he would like to add an extra level of protection. He is suggesting window clings, which can be found at [www.smartpress.com](http://www.smartpress.com). This would block direct view from the outside as only the advertisement can be seen without actually getting close and pressing against the window. He provided a couple of samples. The desire is to have the businesses easily identifiable, provide some security and maintain a level of attractiveness consistent with the renovations being done. It also has a UV blocker. The issue with the addresses has also been resolved with Ms. Sylvia. This will only block direct site behind the bar and at the cash register. The other windows and doors will be clear. Right now the tint will be on the lounge windows but he will look into tinting all of them ½ way. Member Bass-Prieto asked if this would be a concern for law enforcement.

Renters are also making other enhancements to their property.

Member Morris asked when this will happen; upon completion by the entire project, which is expected to be about six weeks.

Member Bass-Prieto asked if there will be a celebration when all is done. Mr. Faircloth is working with Alex Sink of Main Street trying to plan an event.

Mr. Faircloth spoke at length to the stucco man and figured out the best way to clean the footprints and remove ashes is to pressure wash the area. He and Manager Nixon will meet with Reggie Bell from the City to have a spigot under a cap in the sidewalk.

Figured out that the drainage pipes to the roofs on South Adams have never been cleaned. Looking for a way to access or snake the pipe so that water does not sit on the roof. A sewer grate will also be placed over the end of it. Looking at ways to maintain the area overall to keep it as nice as it is right now.

Placement of garbage cans is also a concern/need that could help with the overall aesthetics.

Member Bass-Prieto suggests that we encourage the people there to help out with keeping everything nice. Asked about security lights in the back. Mr. Faircloth has installed solar lights and would love to have additional lights. Suggested that when new lights are installed in Phase II that the old poles be moved to the rear and alley way.

Chair Hannigon

- Spigot – would like the Manager to report back after meeting with Mr. Bell
- Kickoff – wanted to make sure that the Manager is involved in this. He assured her that he will work with Main Street, Chamber of Commerce and the business owners/operators to coordinate this event and will make sure that both boards are aware and invited to participate.
- Wanted the manager's opinion on the window clings – The manager likes the fact that it won't be the traditional signage as long as it stays with code. Thanks the property owner for bringing it before the board for review/input. He will get with the other property owners regarding signage. The clings are an inexpensive option and will allow uniformity on the block but individual creativity for each business.
- Signs – She thought the signs would be more generic and reusable. Manager Nixon explained that the bases are reusable and according to the contractor the signs can be repurposed. The signs on the Kelly Lot and for roof repairs/replacements are also in place. Member Milton-Jackson commented on how nice the signs are, eye catching.

Manager Nixon says everything is on schedule and there are less than six weeks to completion. Asked if there was a need to continue a relationship with Mr. Tarmey of 4M.

Ed Cox submitted an estimate on Phase II. Based on the recommendation of Attorney Brown this project will be going out for bid by the end of the week to be in compliance with policy. The manager is working on the bid documents which he will forward to the attorney and hopefully have out by the end of the week.

Member Bass-Prieto asked if there would be lights on the columns in the alleyway. Manager Nixon indicated yes.

*Franklin/Adams Development –*

- NW Water Management District provided an exemption which equals a savings of about \$4k. No special permitting will have to be done.
- Received a proposal from Joel Sampson to serve as a consultant on the project. He would ensure that the paving and landscaping is done in a way that is consistent with his original designs. Dewberry is already under contract and the manager is unsure if there

is a need for an architectural consultant beyond what the designs are. He will meet with Dewberry and Mr. Sampson in the coming week to see if they can hammer out the best way to proceed.

- Meet with Sheriff Young regarding the former police building located in Douglas City, this is being considered as a gazebo on the site. The regular board will take a look at the building to see if it's something they want to consider using.
- Dewberry will help through the competitive process to determine who will do the painting. There should be close to \$100K in the current budget to get the work done. Estimates so far range from \$120-150K which was just a rough guess.

*Senior Roofing* – Chief Cornerstone has completed the second roof, starting on the third one immediately which should be done by the end of the month. Has been able to get additional workers and has revised his procedures to speed up the process. All ten should be done in the next couple months. The second batch of roofs will be bid out. Consultant Marvin Tribue has already provided an estimate of costs. The manager reminded the board that Chief Cornerstone is suffered a loss with the first ten houses due to the hurricane, and the rising costs of materials, he would like for the board to give him some consideration with the next homes so that he can turn a profit. The contractor has held to his pricing without complaints and should be given some appreciation for that. The board should expect higher estimates on the next set of roofs.

The signs “Your Tax Dollars At Work” are done and in place on all projects.

#### *Line of Credit Utilization* –

- The interest rate for the loan is 3.85%
- The regular board has asked him to provide a plan or budget for the use of funds; he feels it should be used for current projects with the addition of marketing dollars to promote current assets and a visionary plan.
  - S. Adams \$100K
  - Roofing \$140K
  - Franklin \$50K
  - Feasibility plan \$60K

#### **CRA Attorney Updates**

Mentioned that the Florida Redevelopment Agency is fighting against House Bill 9 that will sunset some CRAs.

#### **Advisory Board Member Comments**

**Member Bass-Prieto** – spoke with Manager Nixon regarding all the blue tarps around the city. Wants to address those who can't afford or don't qualify for funds. Wants the board to consider a “Raise the Roof in Quincy” project. The City has a list of approximately 225 homes needing roof repair. She suggested that they merge with other groups to raise dollars and provided samples of possible logos. Asked Attorney Brown if this is legal to which he responded it could be. Chair Hannigon said a survey needs to be done to figure out what needs to be done. She also advised that she recently got involved with Gadsden County Strong for Longterm Recover Group.

To do: Create a resource pamphlet

Attorney Brown was asked if solicitation by the board was ok? Attorney Brown will research and let the board know. He indicated the first step is to get permission from the regular board.

#### **Member Morris**

Asked where the board is as it relates to hiring a CRA Manager? Manager Nixon has no update.

Asked how can we legally change the composition of the board? Attorney Brown indicated it would be a change in City Ordinance and state statutes allows them to appoint themselves.

**Member Milton-Jackson** – She spoke with Member Demous who indicated she has not received emails; Manager Nixon will follow-up with her to verify her information.

**Chair Hannigon** – Sat on the interview panel for CRA Manager.

**Adjournment** – *Motion by Member Bass-Prieto to adjourn, seconded by Member Milton-Jackson, motion carries 4-0.*