

Call to Order

Chair Sapp called the meeting to order at 5:03 pm.

The Quincy Community Redevelopment Agency Board met in regular session on Tuesday, January 8, 2019, with **Chair Sapp** presiding and the following **present at roll call**:

Board Member McMillan, Board Member Gay, Board Member Harris

Also present:

Interim CRA Manager Robert Nixon, Attorney Brown

Approval of Amended Agenda

Motion by Member McMillan to approve the agenda, seconded by Member Harris. Motion carries with a vote of 4-0.

Board Member Dowdell enters.

Approval of Minutes

Motion by Member McMillan to approve the minutes of the regular board meeting from September 18, 2018 at 5:00pm, seconded by Member Gay. Motion carries with a vote of 5-0.

Motion by Member McMillan to approve the minutes of the regular board meeting from November 13, 2018 at 5:00pm, seconded by Member Gay. Motion carries with a vote of 5-0.

Financial Report

According to the November 30, 2018 statement the beginning balance was \$365,388.87, there were no deposits, eight checks/debits in the amount of \$14,490.43 interest paid \$110.86, leaving a balance \$351,009.30.

According to the December 31, 2018 statement the beginning balance was \$351,009.30, there were no deposits, eight checks/debits in the amount of \$12,114.82 interest paid \$95.28, leaving a balance \$338,989.76.

Discussion:

Member Dowdell asked for an explanation of the checks written/expenditures:

- Thomas Skipper – survey on Kelly lot
- Mark Tarmey – S Adams Street consultant
- Public Works – completion of leveling and cleanup of Kelly lot
- Brown & Brown – billing for CRA attorney which is current
- Wells Fargo – copier lease payment
- Rumbles – per copy charge
- Pamela Harrison Tribue – administrative services (Oct & Nov)
- Joel Sampson, Architect – work on Kelly lot

- EyeCatcher Signs- neighborhood signs/District 2
- Marvin Tribue – consultant for Senior Roofing program
- Gadsden County Chamber of Commerce – three months rent (through December)
- FL Dept of Economic Opportunity – annual fee for special district fee
- Verizon – cell phone charge **Mr. Nixon noted that he does not have the phone in his possession
- Chief Corner Stone – payment for completion of roof 1 for Mrs. Smart
- Lizzie Mae Figgers – aide to non-profits/Shaw Quarters group
- NAACP – aide to non-profits

Member Gay asked when funding for the other non-profits is anticipated. Mr. Nixon explained that he is working with them individually. He has received the request from Gadsden County Development Council earlier this week and is working with the Executive Director. Has engaged Main Street and they are working on their request. There has been some confusion on the requested amount but there are some things that have been identified that can be done. Member Gay asked what the confusion on Main Street. Manager explained that the way the request was initially presented there was money for administrative costs and the CRA can not pay for administrative costs. There is also question about the actual amount of the request as the Manager has a request for \$26K and Main Street original request was \$40K. The challenge for all with all of the requests is to make sure the requested funds meet an activity or deliverable that is consistent with the CRA mandate. Member Gay shared research on other CRAs in Florida and found it is not uncommon for CRAs to issue grants to Main Street organizations. Wants to make sure that this board honors the decision to fund these non-profits with the understanding that there are some grey areas. His concerns were cleared up based on his research. We need some type of resolve as these non-profits are relying on the funding that we voted to approve. Chair Sapp shared that she has had dialogue with Manager Nixon since November who has been out with surgery and within two weeks she started hearing from him as he resumed his duties. Chair Sapp then took the opportunity to welcome Manager Nixon back. She shared that during December he and she discussed aide to non-profits and agreed every effort will be made to identify projects that are eligible for funding under the CRA guidelines.

Member McMillan asked the board to be cautious when it comes to mirroring other cities. The CRA overall is under extreme criticism and scrutiny. Believes there is a shift to more bricks and mortar projects. Cautioned the board to be careful.

Member Gay pointed out that on some of the cities he researched acknowledge on their website that some of their activities have required an Attorney General opinion. The current climate although under scrutiny by the legislature, the Attorney General doesn't issue an opinion in a negative light according to what he has read. There is a new Governor and legislature being sworn in but as it stands right now most of the opinions even though it might be questionable, there is nothing illegal about it. This was discussed at length if this was the proper venue to fund these non-profits, we knew this would be a gray area. Encouraged other board members to do their own research on how other CRA boards spend their dollars.

Member Harris also wants to make sure that we live up to our obligation to assist the non-profits and to ensure that we work with them with coming up with ways to meet the requirements of the CRA so that we can be in compliance. Also have you been in contact with Main Street to resolve the issues regarding the actual amount of their request.

Manager Nixon is working to insure they have a good opportunity to meet the request this year. The other thing is to insure they have the capacity moving forward to pursue grants of this type regardless of the entity. No one has been eliminated, some groups are easier to address. For those who don't qualify, we're looking for other avenues for funding. Confident about the ability to help Main Street in particular, preparing a great list of activities or deliverables that will justify their request. There was additional discussion on the actual amount requested/approved for Main Street, this will be reviewed and resolved. The initial request to the City was \$40K for administrative costs and \$13K for QuincyFest. After some deliberations the request sent to the CRA and was modified to \$26K for administrative costs and \$13K for QuincyFest, reflecting a change from \$53K to \$39K.

Alex Sink, Quincy Main Street, has met with the City Manager and Manager Nixon about what those numbers will be. Working on deliverables for the \$39K and still asking \$13K for QuincyFest. He will come back to the CRA with a concrete number and plan.

At the suggestion of Member Harris, Manager Nixon will broker a meeting with Mr. Sink and the City Manager to clarify this so that funding to Main Street is not delayed and they can continue to operate. The Manager also commended the City Manager and Finance Director for being prepared to issue checks as needed.

Member Dowdell commended the manager on the work he's done so far with the non-profits but wants to get the attorney involved, making sure what's being done is legal.

Attorney Brown added that he appreciates the extra effort by Member Gay and has also looked around the state and saw that they are doing some things. Some of those things he feels they are being overly aggressive on. As far as the Attorney General's opinion, he hasn't found any case law on it. Referred to the Attorney General's opinion from 2014, it was an audit of the City of DelRay Beach and it specifically says "I have reread the opinion and updated the statutory case law therein and there is no supplement changes to that opinion". In that opinion it clearly stated that, it dealt with bricks and mortar but that according to how he put it, they could not tell the CRAs they can't use if for things such as promotion of those areas they have redeveloped. It also states clearly that promotion and general tourism economic development as well as non-profit providing socially beneficial programs would appear to be outside of that CRA agreement. At one point he says they're standing behind it and in the next breathe almost retracted it but saying "We would of course suggest that community redevelopment for to pay entities promoting tourism providing socially beneficial programs should demonstrate a nexus to carrying out the CRA Act. His legal opinion is that promoting the area would not be an issue but just general concerts and tourism development still would not be within the guidelines.

Manager Nixon advised that the attorney reviewed all of the requests and developed a list that was presented to the CRA board previously and that's the list he's being working with. As we've moved forward the attorney is kept in the loop.

Member McMillan reminded the board of a way to handle this with the City handling the not for profits and the board taking on the additional cost of demolition. Doesn't understand why we are not doing it that way.

Motion by Member Dowdell to accept the financial report as given, seconded by Member McMillan, motion carries with a vote of 5-0.

Manager Updates

Line of Credit from Capital City Bank

On December 6th there was a meeting with Jim Scarborough from Capital City Bank to discuss establishing a line of credit. Chair Hannigon, Mayor Sapp, architect Joel Sampson and a rep from Dewberry Engineering attended.

Subsequent to the meeting we received a letter dated December 21, 2018 from Capital City Bank approving a line of credit up to \$350,000 for the purpose of meeting some of the rigors of some of the projects that we have. The mindset was that we wanted to complete some things. The manager needs direction from the board so that he can contact the bank. Any agreement will be reviewed by the attorney. If the line of credit is approved then how those funds will be used will need to be determined.

Chair Sapp asked the manager if he had additional items to be considered for use of the funds. The board had already discussed the Kelly Lot, S. Adams Street project and the senior roofing project. The manager shared that the CRA priorities across the board are economic development, community development and capital improvements; our projects to date have been the Kelly lot, S. Adams Street and the senior roofing program. Regarding the Kelly lot he feels the desire is to make capital improvements that make that development prime to attract private sector investment. Another important issue that has been discussed with the City Manager is economic development. This includes asset promotion and entrepreneurship and as well as supporting existing businesses. A business incubator has been the topic of conversation with several entities including the advisory board. This would address concerns from small businesses who can't afford the rents downtown or the repairs needed in older buildings. There is also a request from Habitat for Humanity to partner in funding \$65,000 to build a new home. All of these can be considered for use of funds in the line of credit.

Member Dowdell asked what the plan is for the money and the projects? Point being, there is no plan in place for either of these projects. We need to have something concrete planned. Manager Nixon pointed out that the items listed have already been authorized by the board. As far as the Kelly Lot there have been a couple meetings with the architect and engineering firm. We have a proposal from Dewberry to proceed with the next phase of development, based on the renderings previously provided by the architect. Phase one is to put in parking onsite and on the streets. Discussions need to be held to determine what the next steps will be after phase one is complete.

You can see the progress on S. Adams, the delays have been the weather, signing of the agreement and the influx of work due to the hurricane. A discussion needs to be held on how we finish out that block once the facades are done.

Member Gay agrees that if we are considering a \$350K line of credit that shovel ready projects need to have already been determined. There needs to be a concrete plan in place for each project. The manager and the board need to budget how these funds will be spent to finish out these projects. Doesn't want the cart before the horse. Wants to move forward but with a plan. The board needs to make some decisions as to how this money will be allocated.

Chair Sapp pointed out that for the last couple of months the board has rushed our CRA meetings, we haven't had the opportunity to finish agendas, the things that were agreed on may not have been discussed enough so that it was clear to everyone. Suggested having a meeting next week perhaps with the Advisory Board to discuss these items and put dollar amounts to these projects.

Member Harris agrees with Chair. Would personally like to see the Kelly Lot and S Adams Street completely done. Would also like to see us complete the senior roofing program with those who have applied. Asked for a list of all of those who have applied and where they are on the list. Agrees that they need to put a dollar amount to these projects. Need to focus on completion of projects.

The manager sent memo was sent out via email on December 19th with an update of the status of all projects.

Member Dowdell said they need to meet because there are a lot of things on the table and things are not moving fast enough for him.

The board agreed to meet on Monday, January 14th @ 5:00pm. The manager will contact and invite the advisory board to discuss the S. Adams Street project, the Kelly Lot and the Dewberry proposal.

Mr. Tarmey of 4M Designs gave an update on the S Adams Street project. The contractor has started removing the façade beginning on the South end of the street. There have been delays due to the hurricane and weather. There was an interesting find on the 2nd building of metal strips with florets with a label "1923". He'll make every effort to preserve and incorporate/highlight them in the final design.

Member Gay pointed out there is an ongoing project on S Adams Street but there is nothing there that tells the citizens what's going on. Thinks there should be some type of signage up there that says "Your CRA dollars at work here".

Manager Nixon pointed out the CRA Advisory Board had also discussed this issue and Chair Hannigon had provided has provided samples they have been working on.

Mr. Ford of Dewberry Construction was present but was unable to explain the reference to Weeks Property Parking Area in the correspondence provided. This item will be tabled until the Monday meeting as well.

Attorney Updates

Thanked Member Dowdell for his assistance of securing Mr. Patel's signature as it relates to the S Adams Street project.

Neighborhood Signs

Manager Nixon thanked Member Dowdell for his assistance with identifying the locations for the signs in his district. Pamela Tribue was also instrumental during his absence in working with the vendor and Member Dowdell. The signs have been printed and the vendor is awaiting clearance from 211 before installation.

Board Member Comments

Member Dowdell will provide other board members a copy of the neighborhood signs. Advised there is a problem with one sign in his district because of the use of some of the old names.

Member Gay referred to the discussion on non profits seeing that the board has run into some road blocks as far as funding with CRA dollars. Feels that it's going to be incumbent on the board to go back and look at funding it from the City's budget. We have to fulfill our commitment, so we may have to look at it from the City side.

Member Harris – None

Member McMillan – None

Chair Sapp agreed with Member Gays comments which is why she mentioned that this would be done for one year. This has truly been a nightmare.

Don't forget the meeting on Monday, January 14th @ 5:00pm, including the Advisory Board as their comments are always welcomed.

Motion to adjourn by member Dowdell, seconded by Member Gay, motion carries 5-0.

Meeting adjourned 5:58pm.