

**Call to Order**

Chair Sapp called the meeting to order at 5:05 pm.

The Quincy Community Redevelopment Agency Board met in regular session on Tuesday, April 9, 2019, with **Chair Sapp** presiding and the following **present at roll call**:

Board Member Dowdell, Board Member Gay

Also present:

Interim CRA Manager Robert Nixon, Attorney Brown

Motion by Member Dowdell to excuse Members Harris and McMillian until they arrive, seconded by Member Gay, motion carries 3-0.

**Approval of Agenda**

*Motion by Member Gay to approve the agenda, seconded by Member Dowdell but would like to remove item 7, CRA Manager Position. Motion amended by Member Gay, seconded by Member Dowdell, motion carries with a vote of 2-1 with Chair Sapp voting against the motion. Member Dowdell asked for clarification on the motion. Chair Sapp replied it was to remove item 7 from the agenda. She felt it needed to be discussed.*

*Another motion with was made by Member Gay to approve the agenda with all items as presented, seconded by Member Dowdell, motion carries with a vote of 3-0.*

**Member McMillian enters.**

**Approval of Minutes**

*Motion by Member Gay to approve the minutes of the special board meeting from March 28, 2019 at 5:00pm, with any corrections as needed, seconded by Member Harris, motion carries 4-0.*

**Financial Report**

According to the March 29, 2019 statement the beginning balance was \$396,238.73, there were no deposits, nine checks/debits in the amount of \$44,351.55, interest paid 122.09, leaving a balance \$359,306.04. Description of checks were also provided.

**Member Harris enters.**

Manager Nixon noted that because of the transition in Finance, there is a delay in getting the general ledger report, will provide at the next meeting. *Motion by Member Gay to accept the financial report as given, seconded by Member McMillian. Motion carries with a vote of 5-0.*

**Interim CRA Manager Report**

*Franklin/Adams Street Development* - NW Florida Water Management District provided an exemption which equals a savings of about \$4k. No special permitting will have to be done. Dewberry is working with the City Planning Director regarding permitting. Attached are copy of storm water report, Phase I construction documents and the letter from NW Florida Water Management exemption letter.

Discussion:

Member Gay asked how much green space is there? Manager Nixon will get back with architect, Joel Sampson. He hopes that some funds can be used from line of credit to complete this project.

Member Harris asked if there has been a decision as to what the end product will be?

Member Gay responded that the agreement has been to get the parking in for Phase I and Phase II has been undecided. Discussion has been about moving the old Police building from Douglas, which he is not crazy about that idea. But would like to see some type of structure there.

Chair Sapp is glad that we took the initial step of purchasing the property and that we have gone as far as we have in developing it. A special meeting will need to be held to discuss with the Advisory Board and others to decide how we want to move forward. She has a change to visit the site and doesn't think relocating the old police building is worth the move.

Member Dowdell asked if they would be able to handle the water runoff on the site. Dewberry and the Planning Director have had conversations and a development application will be submitted for his review. This property was impervious before the Water Management District did not think it would be a concern of overflowing the capacity that we have currently. Once the application is completed he will participate in those meetings. Dewberry's storm water report is attached. There will actually be less water than before.

*Senior Roofing Program* – Chief Cornerstone is working on the 4<sup>th</sup> house which should be completed by the end of the week weather permitting. He hired two additional workers and is moving steadily, all should be done the end of May.

Chair Sapp asked Attorney Brown a follow-up from last meeting. Member Harris asked if the contractor (Chief Cornerstone) was in breach of contract. Attorney Brown indicated that he dropped the ball, he will have to review the contract and get back with the board.

Member Harris wants to speed up the process for Phase II if possible. Wants the board to consider using two contractors.

*South Adams Street Façade* –

Contractor Jampole gave an update. All is going well although things are going a little slower than anticipated. One handicap is done; pouring another tomorrow. Awnings are going up. Finished the plaster work on Galaxy Tax. The plumbing lines have been redone and TDS removed all their extra wiring. Markey's building up front is the only thing left. The board may want to consider a workshop to decide what to do with that building as it may be a lengthy discussion. The contract was to patch and paint. When they tore off the

overhangs a lot of stuff was exposed. Instead of patching we did a complete plaster job on every building. Patching was just not going to work. He has eaten up the \$20K that was allotted to him for extras and is asking if those funds can be released to him. Really wants to plaster Markey's building like he's done the others but there are no funds left, sees this as an important element as it is the most visible. He is requesting \$30K for the additional work. Attorney Brown reminded the board and Mr. Jampole that a written change order needs to be approved by Mr. Tarmey and the board is required for additional funds.

Member Harris thanked Mr. Jampole for his commitment to the project. Thinks that S. Adams Street is the most viable commercial lot in the City. You can get a haircut, buy an outfit, get your taxes done and grab something to eat all on one block!!

Manager Nixon

Member Harris asked what is owed to Mr. Tarmey and the manager explained that he is currently reviewing an invoice from him.

*Line of Credit Utilization Recommendations* – The manager is requesting a workshop on Tuesday, April 16<sup>th</sup> at 6:00pm.

### **CRA Manager Position**

Hiring is in the works. The board is actually responsible for hiring. Interviews must be public and have to be noticed. The interviews done previously can't be used/need to be redone. The next step is to have HR contact all candidates regarding their availability, set-up interviews, notify board and schedule follow-up meeting to make a final decision.

Chair Sapp instructed the City Manager to have HR contact applicants and send that information to the board.

### **CRA Attorney Updates/Comments**

None

### **Board Member Comments**

Member McMillian – None

Member Harris – None

Vice Chair Dowdell – None

Member Gay – None

Chair Sapp – None

*Motion to adjourn by Member McMillian, seconded by Member Harris, motion carries 5-0.*

**Meeting adjourned 5:57pm.**