

### **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, May 14, 2019, with **Chair Dowdell** presiding and the following **present at roll call**:

Board Member Sapp, Board Member McMillan, Board Member Harris, Board Member Bass-Prieto

Also present: Interim CRA Manager Robert Nixon, Attorney Brown

### **Approval of Agenda**

*Motion by Member Sapp to approve the agenda as printed, seconded by Member Harris, motion carries with a vote of 5-0.*

### **Approval of Minutes**

*Motion by Member McMillan to approve the minutes from the April 9, 2019 regular board meeting with a correction to the spelling of Member McMillan's name throughout the document, seconded by Member Sapp, motion carries 5-0.*

The minutes from the April 16, 2019 joint workshop were provided but do not require approval.

### **Financial Report**

According to the April 30, 2019 statement the beginning balance was \$352,009.27, there were no deposits, five checks/debits in the amount of \$8,290.91, interest paid \$113.28, leaving a balance \$343,831.664. *Motion by Member Harris to accept the financial report as given, seconded by Member Sapp. Motion carries with a vote of 5-0.*

### **Interim CRA Manager Report**

*Franklin/Adams Street Development -*

Architect Joel Sampson was present and gave a presentation regarding this project.

Highlights included:

- The proposed layout is very similar to the initial one
- As a result of the workshop the following changes were made:
  - Parking on Franklin remain unchanged
  - Reduced parking in the interior to 20 spaces
  - Combine gazebo with proposed farmers market and soundstage
  - Tents could be added to green space later
  - Grass pavers are an option but would be more expensive

For later:

- Corner next to Rehab could be sold as a commercial space
- Back space owned by Mr. Allman that frontage could be turned into something
- There are several options for the front corner
- Landscaping donation is an option

Manager Nixon – What Joel has presented is consistent with the vision you had in the very

beginning. The slide he showed in the very beginning is what the site could ultimately be. By doing part of the parking you get a chance to retain the ability to add to the parking if we need to and it also retains the opportunity to sell property to the private sector for building downtown to get the property back on the tax roll. There was also some discussion about getting some donations of landscaping that can be pursued.

Manager Nixon - One of the final things to be discussed is the old police building. A representative from the Sheriff's department and the Hare's are present. In previous meetings there was discussion about the building being on that lot and at your direction I communicated with the Sheriff that the lot may not be the best site for that; they then asked if they could come and add to the commentary.

Mike Hare Jr – Thanked the board for allowing him to address the board. Brought a couple of photographs to speak to the historical significance of the old police station. He shared some history of the building. He realizes it needs some repair but hopes the board will still consider it.

Major Barkley – Representing the Sheriff who has a lot of interest in preserving this building and is excited that the City has expressed interest in it. It's currently located in Douglas City and they are willing to use inmate labor to move it. As a former City of Quincy police officer he would like to see it done also.

John Hare – Son of Chief Hare. Shared memories of growing up and spending time there afterschool. This issue is important to him and his family because there is so much history in this old building. Would like for the board to consider renovating the building, moving it and maybe finding a place in the park, maybe even making a museum out of it. They have lots of memorabilia that could be put on display there. Thanked the board for its consideration.

Chair Dowdell thanked them for coming and appreciate the heart that they have about the building. His intent is to make that happen.

Manager Nixon – Two questions related to this is where it would be located on the site and the renovations needed to improve the aesthetics.

Joel Sampson – Proposed putting building on TDS end of green space. The building is only about 10 x 30. There is stucco on three sides that needs to be cleaned up and the

fourth is siding. The dome would have to be replaced and suggested restructuring the dome to mimic the one on the courthouse. This would lend to the idea of a monument.

Manager Nixon would like some direction about the amended plan for parking and as it relates to the QPD building.

Member Sapp – Asked if there is a cost analysis of moving and renovating it, it's in disrepair and if it's cost effective.

Manager Nixon – In one of the meetings he participated in the Sheriff has expressed that they will do some fund raising and inmates will be used whenever possible to offset costs. No cost analysis has been done.

Major Barkley added that in meetings with the Sheriff they discussed how to generate funds including private funding. Can't provide a list of possible donors at this time but is sure they will come forward when needed.

Member Bass-Prieto and Chair Dowdell – Both members are also concerned about the cost of moving, refurbishing and renovations.

Member McMillan – In support of moving the building but would like to move forward with parking lot and green space and tackle the issue with the police station a little bit down the line. There may be some grant funds for the restoration of a historic building or law enforcement preservation; feels that is the avenue they need to be pursuing and if it comes to matching funds private donors could be used as leverage. This will be costly to move and replicate. Should not allow these small hiccups to stop us from moving forward.

Member Harris suggested getting a committee to do some historical research so we'll know exactly what we are memorializing. Wants a little more historical significance before we consider moving on a project like that. Feels that if there are private donors that they may want to be a part of the committee also. Agrees that we need to, hopefully today, go ahead and decide what we want to do with the Kelly lot so we'll know the final product is going to look like, Phases II and III and if we want to leave that end corner empty for the possibility of that building, we can move in that direction.

Member Bass-Prieto asked about an assembly area for parades, or a bandstand that has been discussed previously. Is that idea gone? Joel pointed out that area on his slides which will be a bandshell/farmer's market with open space all in front of it.

Member Dowdell reminded the board that the main subject at the workshop was whether we would decrease the size of the parking lot and have more greenspace. That's the decision that needs to be made today.

Member Sapp agrees with Member Dowdell and said we need to have a larger vision for the future. Applauded Mr. Sampson for bringing forth several options, allowing for

reduced parking now and the option to grow. Asked about the use of pavers as an option. Joel indicated that pavers could be used but at a higher cost.

Chair Dowdell asked according to the diagrams provided what do we want to go with? His thing is we need to decide today what do we want on the Kelly lot, what do we want to do with the greenspace and what's the future intent?

Member Sapp – She knows what she wants to do with the greenspace and what Phase I should look like. Not sure if she can make a decision about the future (i.e. the police building) until she gets more information.

Chair Dowdell – Ok let's go with Phase I. What do we want Phase I to look like?

Member Harris had a question with regard to Phase I and the funds we have set aside for Phase I, what does that bring us up to at this point?

Manager Nixon indicated that if the proposed changes are approved Phase I included reduced parking and the grass could be down in the current budget not including the small covered shed and at a savings of approximately \$30-40,000.

Member Harris asked how much is set aside in the line of credit for the Kelly lot? Manager Nixon answered that no specific amount has been set aside yet. Member Harris asked if the sidewalks and pavilion could be done in Phase I budget considering the savings due to reduced parking. Manager Nixon answered yes, it would be real closed but it should be possible.

Member Harris is ready to move forward with getting something finalized, he's been here a year and at his very 1<sup>st</sup> board meeting he looked at pics of this lot and here it is a year later and we're still looking at this lot. He's ready to make a motion that we move forward with what is there, not sure how to describe it.

*Motion by Member Harris to move forward with Phase 1 of the Kelly lot with reduced parking, sidewalks, cross sidewalks, and the music pavilion about center ways of the lot and with the Franklin Street parking, seconded by Member McMillan with a question. Are we going to do this without knowing any costs? If for some reason the sidewalk cost comes back at some gigantic amount way over budget, he would like to be able to pull back. Chair Dowdell confirmed that the Phase I budget was \$100K to do the parking lot but now we're reducing the size of the parking lot at a savings of approximately \$30-40K, so the only thing they're adding to Phase I is the cross sidewalks and the pavilion. He asked if the motion could be amended to include that we approve Phase 1.5 as long as it does not go over the budgeted amount of \$100K. He asked the manager to get that figure back to the board as quickly as possible. Member Harris stated he thinks the motion is ok as it is but if it exceeds the budget the manager would have to come back for the additional funding and we have that line of credit.*

*Chair Dowdell repeats the motion and calls for a vote. Motion carries 5-0.*

Chair Dowdell asked how long will this take? Manager Nixon indicated that Justin Ford of Dewberry gave a time frame for doing the full lot and it was somewhere around 60 days, he's sure the paving can be done in less than that. Marvin Tribue of Dewberry added that barring weather delays and the timely completion of the bidding process the end of July seems to be a reasonable date. **Action item: A rendering of the approved slide from Joel Sampson will be sent to the board and included in the official minutes.**

Member Sapp asked if the painting of the walls facing the green space is the responsibility of the CRA also. **Action item: Manager Nixon will check on that as he does not recall that being a part of the discussion.**

Attorney Brown asked that a copy of the drawing be attached to the minutes to accompany the motion.

The Manager will continue working on getting information/figures on the QPD building and will get back with the board accordingly.

*South Adams Street Façade* – This project is going extremely well, there have been lots of positive comments. He is working on the last buildings now. As mentioned earlier there are a couple items needing attention, the first of which is change orders.

Member Bass-Prieto asked about the “guaranteed maximum price” that is struck through on some of the documents but not all. Mr. Tarmey indicated there is no guaranteed maximum price and it should be stricken through on all pages.

Chair Dowdell asked if there are no funds available for windows for Mr. Markey's buildings.

Mr. Tarmey explained that from the initial inspection he didn't feel that this building needed as much work as the others. The plan was to replace one window and remove the bars from the others. This building does not have the age and deterioration like the others and was scheduled to be painted.

Member Harris asked where they are as far as the budget for South Adams Street.

The Manager believes they are right at \$253,000 which is over original budget by approximately \$3,500. The change orders equate to the overage of \$3,500 plus the cost of the mini-splits for the a/c units. The total budget for the catalyst projects is \$350,000 so we still working in those funds, we haven't used any of those funds for the Franklin/Adams project at this time. If we keep the \$100,000 for the Franklin/Adams project, then we would be getting into the line of credit with the \$3,500 overage.

Mr. Tarmey explained that the change orders represent items done not in the original scope of work, including:

- Five new doors
- Air conditioning
- Address the slip and fall on the sidewalks

- ADA accessibility issues
- Roofing issue

Chair Dowdell indicated that he has never approved change orders after the work is done but he is willing to move on in order to complete the project.

Manager Nixon agrees and will work with this and future contractors to ensure this is not repeated.

Attorney Brown told the board that change order #1 for \$30,000 for the a/c units was approved at a previous meeting, leaving #2, 3, 4 and 5.

*Motion by Member Harris to approve change orders #2, 3, 4 and 5, seconded by Member Sapp, motion carries 5-0.*

Change order 6 is to bring that building up to the same as the other buildings for \$22,000, this includes everything mentioned by Mr. Jampole in the previous meeting with the exception of moving the electrical meters which Mr. Nixon is working with the City to help us out in that regard. If approved he will do that part last so it won't interfere with the rest of the work. *Motion by Member Harris to approve change order #6, seconded by Member Sapp, motion carries 5-0.*

Senior Roofing Program – Contractor is working on roof #5 however there is still a list of 20 that have not been started. Provided two documents for review, one is a vendor's qualification request and the other is a proposal. The goal is to identify other contractors who can come in and participant in the senior roofing program. The attorney will also review and provide input and will set-up a meeting with the procurement (finance) department. We are behind but are seeing some progress, I know the board wants to move forward a little quicker, he is receiving calls every day so staff is moving forward with identifying other contractors.

Chair Dowdell asked Attorney Brown that because of the predicament the board is in with the first round of houses, we are saying that we can't move forward with the other 20 houses? Attorney Brown answered that the board can move forward with getting bids on the second phase, there is no reason to wait.

Member Harris is not only interested in moving forward with a contractor to start phase II but he is also interested in what our options in regards to completing phase 1 with an additional contractor or contractors to help finish this program. He is getting calls daily, being told there is no communication regarding the 20 houses on the waiting list. Attorney Brown responded that we could go to Chief Cornerstone and try to negotiate with him. If he refuses to negotiate we could cancel it and we would owe him his profit. There was not liquidated damage place on him. Member Harris stated that at this point the contractor is going at a snail's pace and the work won't be completed until well into next fiscal year. Thinks we need to explore options, at some point he (contractor) should be breaching the contract. The hurricane and supplies is becoming an age old

excuse. Attorney Brown reiterated that we could go back to the contractor and negotiate with him or we can cancel and make the argument that it's beyond what's reasonable. Section 5 of the contract is blank which would have put a timeframe on finishing the project. In order to get a fixed price contract, no stipulations were placed in the contract.

Marvin Tribue reminded the board that with fixed price contract if you get someone else to do it, the price is going to go up and this will impact the budget as well. There are lots of things to consider.

Chair Dowdell stated that they were past approaching 6:00 and the board will have to continue this conversation at a continuous meeting.

Member Sapp pointed out that this is the same conversation they had at the last meeting, same questions, will we negotiate or cancel the contract.

*Motion by Chair Dowdell that we negotiate with Chief Cornerstone and hold a special meeting, seconded by Member Harris, motion carries 5-0.*

*Motion by Member Harris to set a special meeting for Monday, May 20<sup>th</sup> at 6:00pm to continue this agenda, seconded by Member Sapp, motion carries 5-0.*

**Meeting adjourned 6:00pm.**