

CRA Special Advisory Board Meeting
CITY HALL
QUINCY, FLORIDA

September 4, 2018
6:00 pm

The Quincy Community Redevelopment Agency Advisory Board met in special session on Tuesday, September 4, 2018 with Chair Nixon presiding and the following **present at roll call**:

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

Also present:

CRA Manager Regina Davis

Call to Order

Chair Nixon called the meeting to order at 6:04 pm.

Manager Davis advised that member Demous would be out as she recovers from surgery. *Motion by Member Bass-Prieto to excuse Member Demous' absence due to illness, seconded by Member Milton-Jackson, motion carries 4-0.*

Approval of Agenda

Motion by Member Hannigon to approve the agenda as printed, seconded by Member Milton-Jackson, motion carries 4-0.

2017-2018 Proposed Budget Amendment

The City budget typically has funds they use annually for non-governmental entities, which are normally non-profits.

Member Morris enters.

This year Manager Davis met with the City Manager and Mayor to discuss the City and CRA budgets to see if we could possibly partner. The thought being the CRA could fund the non-governmental entities in this year's budget as opposed to the City putting something in next year's budget. She made sure it could be done based on the CRA plan (copy provided with highlights) showing that some are within the guidelines in the CRA Plan. The first question is whether this is something that the board would like to do as far as funding non-profits.

Attorney Brown enters.

Discussion:

Member Bass is concerned with the CRA being brought up in the City commission meetings. Asked if the \$20K for the City has stopped, and if so could be used for this. Feels that because tax increment funds come out of a particular area and we need to make sure funds are spent ng to that area. Maybe this should be a joint project with the City.

Member Hannigon asked what motivated the conversation in the first place? According to the manager this started with a conversation about the \$20K payment to the City, which the manager doesn't believe should be paid just for financial services and then we are charged additional for other services such as public works items. Felts that the inter-local agreement needed to be null and void. She also found when looking at the requests from the non-governmental entities that some of them could fall in the CRA in this year's budget, not next year. This is why a special meeting was requested because it would come out of this year's budget. The CRA would be a better avenue of tracking those items.

Member Bass-Prieto asked if this could be done like a grant and the recipients would have to provide quarterly reports and set up deliverables. The manager suggested setting up deliverables and quarterly reporting; perhaps even in person updates. In an effort to make them self-sustainable, the manager is further suggesting a meeting with all entities and training on how to work better together to bring better and more resources.

Attorney Brown expressed that he tends to be conservative on the legal side when it comes to expenditures but suggested that if the board were to move forward with this a plan would need to be put in place as to what is expected and follow-up would be needed/required. He did indicate there is a legal opinion from 2014 to support this but he would be leery of doing so.

Member Morris if there is any legal precedent or if other CRAs are doing this? The attorney explained that the types of programs would determine if it was allowable.

Chair Nixon asked if the board wants to even take this path? Agrees with thinking outside of the box and partnering with other agencies; however, all year long we have discussed priorities. This is a good thing but not sure if this is a priority over some of the things that we have on the table. The promotion of events was also in the package and the board has agreed not to go down that path. Great idea and perhaps should be reconsidered at a later date I think we have other priorities. The CRA has been critical about getting things done or not getting things done. There has also been a concern about the amount of money that's available to do things like the roofing program, the S. Adams Street project and the Kelly Lot. Although notable causes perhaps the funds could be better spent on already established priorities.

Member Hannigon asked who has the final decision? The advisory board can make a recommendation to the regular board who makes the final decision.

Member Demous enters.

Motion by Member Morris that the advisory board recommend that the CRA establish a citizen review board for the specific purpose of accepting and expending funds that are given by the City to different organizations, seconded by Member Milton-Jackson. The manager explained that these funds would come out of current year and would not

affect already established priorities for next year. Chair Nixon noted that these funds could also be carried forward to next year's budget. After discussion the motion and second were withdrawn.

Member Hannigon asked if the funds that could potentially go this effort, would be rolled over to the next fiscal year. The manager explained that the funds would be encumbered for this year's funds and the contract with the recipients would be September 2018 – September 2019.

Motion by Member Hannigon to recommend to the CRA board that this action not take place, that \$0 be allocated, seconded by Member Morris, motion carries 6-0.

2018-2019 Proposed Budget Modifications

Discussion – After thoroughly discussing available options the board agreed that there needs to be consistency in the plan that has already been established for priorities moving forward. The senior roofing program and economic development projects need to remain as the main focus. *Motion by Member Morris that no changes are made to the original proposed budget that was presented to the regular board, seconded by Member Demous, motion carries 5-1 with Member Hannigon voting against the motion.*

Managers Updates

South Adams Street – Although seven contractors were contacted only two provided bids. The first bid was \$246K and the other at \$180K. The manager along with the CRA attorney and Mr. Tarmey met with the lowest bidder who is reviewing the contract and we should have a signed contract by Friday. It will go before the regular on Tuesday for approval. Expecting start date is the following Friday, and it should take eight weeks. He is the same gentlemen that finished the RD Edwards building; he came in on time and under budget. This will cover the items on the construction documents, painting, fence, gates, awnings, handicap railings, etc.

Kelly Lot – Work has begun, looks good and should be complete in the next two weeks. Thomas Skipper will be doing a survey to allow us to move forward with the design approved by the regular board which is just a parking lot.

Roofing Program – The first ten applications were bid on. The board asked for a fixed price contracts. After being notified of the fixed contract the lowest bidder submitted revised bids which removed him as he lowest bidder. Chief Cornerstone won the bid for all ten properties at an estimated cost of \$60K. The manager will now go to the next applicants seeing that there was \$80K allocated. The inspector will be working with the contractor to ensure quality materials and workmanship.

ACTION REQUIRED: THE MANAGER WILL SEND THE BOARD A LIST OF THE 10 HOMES

Attorney Updates

- * The ten contracts will be completed by Friday
- * Expressed concern about spending funds possibly outside the CRA guidelines, we would at least open ourselves up to criticism.

ACTION REQUIRED: THE ATTORNEY WILL CONTACT EACH MEMBER INDIVIDUALLY REGARDING ANY POSSIBLE LITIGATION WITH THE COUNTY.

Board Member Comments

Member Milton-Jackson – Happy to see and hear that we are moving towards completing projects.

Member Demous – Has been out of the loop for a few weeks but commended the board on doing a great job.

Member Bass-Prieto – Looking forward to a big sign in front of the Kelly Lot saying brought to you by your CRA and the same thing on South Adams. Thinks that this meeting time of the week before the regular board meeting works better. This allows the board to make recommendations on the front end. Does not want to be the dumping ground for the City on things they don't want to do but work more with the City on some of the issues in the CRA District. Suggested quarterly brainstorming to discuss different issues.

Member Hannigon – Happy for a productive meeting and looking forward to what's to come. Explained that her "Nay" vote on the proposed budget amendment was because she wanted the board to entertain some of the proposed funding requests as she felt they may have fit under the CRA umbrella.

Chair Nixon

- Commended the manager for pushing us on what is sometimes an uphill battle.
- Noted that any delays that have been encountered was because the board has created delays after a decision has been made and not because of the manager of the Advisory Board.
- Recognized the attorney for his knowledge, he keeps up focused. He is consistently supportive.
- Asked about the letter of support for the manager. Member Hannigon will have it ready tomorrow.
- Thinks that the CRA Board should make regular updates to the County on projects and progress as a courtesy. ***Bass-Prieto and to the City who is a funding source also***
- Pointed out that when there is a problem or concern it is directed at the manager not the board which is inappropriate and unfair.
- Very encouraged with the progress but we need to amp it up to work at the speed of the manager.

Manager Davis – Pointed out that the reopening of the RD Edwards was due in large to the CRA. The \$375K grant for the exterior made way for work being done on the inside. The attorney attested to the manager playing a key role in the success of the project.

The manager would like to have a regular meeting in two weeks to discuss the 2nd phase of the South Adams Street project.

Chair Nixon recognized Linda Blackshear, President/Founder of Divinely Empowered Equipped Ministries.

Adjournment- Motion to adjourn by Member Hannigon, seconded by Bass-Prieto, passes 6-0. Meeting adjourned at 7:15pm.

The CRA Regular Board will meet again September 11, 2018 and the Advisory Board will meet again September 18, 2018.