

The Quincy Community Redevelopment Agency Regular Board met in special session on Monday, May 20, 2019, 6:00pm with a continuation of the regular May 14, 2019 meeting. Chair Dowdell presiding and the following **present at roll call**:

Member Harris, Member McMillan, Member Bass-Prieto

Member Sapp will not be in attendance, motion by Member Bass-Prieto to excuse her absence, seconded by Member McMillan, motion carried 4-0.

**Also present:**

Attorney Brown, Manager Robert Nixon

**Call to Order**

Chair Dowdell called the meeting to order at 6:00 pm.

**Approval of Agenda**

Continuation of agenda from May 14, 2019.

**Approval of Minutes**

*Motion by Member Harris to approve the minutes from the April 29, 2019 special board meeting, seconded by Chair Dowdell, motion carries 4-0.*

**Interim Manager Updates**

- South Adams Façade Program/Phase 2 - The Manager attached a memo summarizing conversations held with Mr. Jampole. This is for Phase 2, which would finish out the S. Adams project. Please note there are four proposed invoices totaling \$48,400 which is a great reduction. During the April 16<sup>th</sup> joint meeting attendees suggested that phase two be complete via the change order process instead of going out for bid. The benefits include the contractor is already engaged and familiar with the project/property owners, reflects a reduced price and ensures continuity of work quality and product. The CRA Attorney advised that the board go out for bid on Phase 2 and that "in order to complete Phase 1 it seems like a decision has to be made on Phase 2".

Attorney Brown commented has done some additional research and found that under the Bylaws, section 1.6, the CRA is under the City of Quincy purchasing procedures.

Under section 2-471, it states that the opportunity for competitive bidding shall be given before the purchase or contract of any supplies, equipment or services except for profession in excess of over \$1,000. However, for a special situation he feels the board can justify, for the reasons stated, going outside those rules.

Manager Nixon noted that the proposed orders include installing the awning on the side of Odells, replacing some damaged fascia and soffit, painting and 11 new brick columns and fencing along Crawford Street.

Member Harris asked the total paid to consultant Mark Tarmey, which is \$27,500. Attorney Brown pointed out that the contract with Mr. Tarmey included the design of Phases 1-4 and project management services. It is the opinion of the Manager that Mr. Tarmey has completed the specifics of his contract which was the architectural design with the exception of oversight of the additional phases. He also has been instrumental in facilitating the decreased price for phase two. **Action item: Manager Nixon will provide the board with a current figure of funds paid to Mr. Tarmey. He will also provide a detail of what each phase includes (1-4).** Attorney Brown clarified that Mr. Tarmey's contract is broken out into four phases that do not coincide with the boards phases for work to be done. For example, phase 1 for him was schematic design, phase 2 design development, phase 3-construction documents and phase 4-construction administration. He exceeded the number of charrettes and the number of trips to oversee project status is very close to what was promised. There was additional conversation as to what would happen when he reaches his max, options include modifying his contract and allowing the manager to take on that responsibility. Member Harris stated that he is in full agreement and completely satisfied with the work provided by Mr. Tarmey but does not want to exceed the agreed upon contract amount of \$27,500.

Manager Nixon asked if the board would like to go out to bid on the remaining work or would entertain using the same contractor to finish up this work.

Member Bass-Prieto would like to have more detail on the change orders including material cost, labor cost, overhead, etc. As an example she mentioned the quote for painting Odell's, she felt that the \$12,400 was a lot and would like to see it broken out.

Bernard Piawah, Building and Planning, encouraged the board to keep Mr. Tarmey on the job as they are critical in design development and various choices to be made. The manager believes that this would be true if the project was in the beginning phases but since the design has been done and materials have been picked out it would not require any additional insight from the architect.

Member McMillan feels that going with Cox Construction is the most prudent thing to do. Asked at what point are we going to ask the property owners to put into their own properties? We're investing around \$300,000 and have not asked for a 5% or 1% match. Feels that if they don't have skin in the game this is going to all fall apart.

The Manager pointed out several property owners have made investments in their properties since this project began, Mrs. Jones did a new roof and interior repairs, Mr. Faircloth invested significant money into improvements as well as Mr. Patel.

*Motion to continue Phase 2 with the current contractor, Cox Construction, using detailed change orders, seconded by Chair Dowdell, motion carried 3-1 with Member McMillan voting against the motion. \*\*The motion does not include a dollar*

*amount as the change orders will be reviewed once details are provided, then an amount will be agreed to.\*\**

Mr. Faircloth brought to the attention of the board that the doors to his establishment aren't ADA compliant. **Action item: The manager will confer with Mr. Piawah afterwards. His understanding was from Mr. Tarmey and Mr. Jampole, that the doors are ADA compliant, they had complied with an inspector. He will follow-up.**

- Marketing in Regional Brochure - The manager is asking the board to consider is a \$3,000 investment into a marketing guide, Beyond the I-10 Exits. It is printed twice a year with 60,000 booklets distributed at rest stops, Chambers of Commerce, Main Street offices, select retail shops and hotels from Escambia County to Leon County.

When asked if there was a plan to recoup the cost from the businesses that will be featured, the manager explained that he was confident this could happen. There is not a list of participants but he will meet with Quincy Main Street and the Chamber to discuss who will be approached for inclusion. Would like to include other assets like the art studio, the music theatre and Tanyard Creek would also be included. Businesses and hotels would also be included. The tourist development council has not been approached.

Commissioner Brenda Holt shared that the Apalachee Regional Planning Council is doing mapping for businesses throughout the county to encourage economic development. They will also be contacting the cities. Encouraged the board to include other items such as graveyards, antiques, etc. She also thanked the board for what they are doing on Adams Street, it is a great job, people are beginning to talk and although some say we are changing things, we are changing things for the better.

**Action item: The manager will reach out to the Tourist Development Council for funding opportunities.**

**CRA Manager Position** – It was agreed to bring back the CRA Manager position when all five (5) board members are present.

### **CRA Attorney Updates**

- Will bring back to the board some changes that were made to the CRA legislation dealing with certain ethics training that will be required in line with House Bill 9 that was passed.

### **CRA Board Member Comments**

Member McMillan – None

Member Harris – None

Member Bass-Prieto – None

Chair Dowdell - None

Meeting adjourned 7:00pm.