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### **Call to Order**

Chair Hannigon opened the meeting at 6:03pm.

The following were present at roll call:

Member Morris, Member Milton-Jackson, Member Ware

### **Also present:**

Attorney H. Brown, Pam Tribue

Member Demous is unable to attend due to work. *Motion by Member Morris to excuse Member Demous' absence, seconded by Member Milton-Jackson, motion carries 4-0.*

### **Approval of Agenda**

Manager Nixon asked that the agenda be amended to include Update on Manager's Position and Attorney Comments. *Motion by Member Morris to approve the amended agenda to include VI. F – Update on Manager's Position, VIII - Attorney Comments and move Adjournment to IX, seconded by Member Milton-Jackson, motion carries 4-0.*

### **Approval of Minutes**

*Motion by Member Morris to approve the minutes of the May 7, 2019 CRA Advisory Board meeting, seconded by Member Ware, motion carries 4-0.*

**Financial Report** – Manager Nixon reported that the beginning balance was \$281,721.24, there were ten (10) checks/debits, interest in the amount of \$86.43, leaving a balance of \$259,949.82.

The manager will forward a copy of the overall budget/report to any the question from Member Morris as to what the starting balance was at the beginning of the fiscal year. Overall the budget is in-line. There was \$350K set aside in the catalyst budget and to date approximately \$270K has been spent. This overage is due to approved change orders. No funds have been spent from the line-of-credit.

### **Interim Manger Updates**

*Façade Improvement Requests* – As a result of the success on S. Adams Street, there have been several requests for assistance from other business owners/resident.

- Don Gibson of Don's Hair Pair is requesting funds to assist with repair of the rear of his building; has received estimates ranging from \$9-11K.
- Julius Drew has a residence in the district and is asking for help with improvements on his building exterior
- Mr. Hutley of House of Music was in attendance and asked for support in window replacement, stucco/paint exterior and steps for his business.

Attorney Brown stated that S. Adams Street project was identified by the board as an area needing improvements to improve the community. There is currently no open façade program for the CRA District and the previous one included matching funds. *Motion by Member Morris that recommends to the regular board that the next façade program be for the area between Hwy 90 and Crawford Street, seconded by Member ware, motion carries 4-0.*

Manager Nixon mentioned a meeting with the City Manager, Dean Mitchell, Robbin Ryals and Mo Cox regarding an issue regarding a sewer line repair that cost \$7K. Property owner Dean

Mitchell is seeking to recoup funds expended for this repair because of the wrong information being given to him by City staff. The meeting was held to discuss whose responsibility it was or was the owner given misinformation. No solution was found.

*South Adams Street* – At the direction of the board the project is moving forward with the change orders for Phase II. Current cost approved is \$48,400. Ed Cox Construction is the contractor.

#### *Franklin/Adams Development*

The manager met with the architect and contractor to discuss progress. Two renderings were provided, one is for the lot showing greenspace, the parking area and future parking area. Dewberry is doing the bid package for the concrete work and they hope to have those bids available at the next regular board meeting. The second is the drawing for the music pavilion. It will have a little stage and be covered. He will have a discussion with Quincy Main Street to make sure that the \$50K that was supposed to go towards that site is available for this type of expense. Joel and David Gardner are also working on donations for some of the landscaping. There will sod in the future parking area. There are also some cost estimates on the appropriate lighting. The circular depiction on the corner Franklin and Monroe is the proposed site for the old police building if the board decides with more forward with that. The cost of relocation and renovation is a concern for the board.

#### *Senior Roofing*

Round 1 – Seven of the ten houses are done; Chief Cornerstone will be starting one of the last three this week.

Round 2 – Originally there were 21 applicants, eleven of the twenty-one have been done with alternative means. An ad was in last week's Gadsden County Times and will run again this week. Two contractors have provided pre-qualification forms, hoping to get at least one more. Having more than one contractor will allow the board to award the work to multiple contractors, that will work simultaneously. This will also free up some funding that was previously set aside for this project.

*Marketing* – The board directed Manager Nixon to apply for funds from the Tourist Development Council. These funds will be used for marketing in the Beyond I-10 brochure which has a distribution of 6,000 and can be found mostly at hotels and rest areas.

*Update on Manager Hiring* – Although this item was on the agenda at the last board meeting no action was taken as they did not have a full board. It is expected to be on the upcoming agenda. Attorney Brown mentioned that Member Bass-Prieto was concerned that she didn't get a chance to do an interview with the candidates.

### **Advisory Board Member Comments**

***Member Ware*** – None

***Member Milton-Jackson*** – None

#### ***Member Morris***

- Reiterated his interest to consider reconstructing the configuration of the CRA board. This has been brought up on several occasions but there has been no movement on it. *Motion by Member Morris to recommend to the regular CRA Board to consider reconfiguration of the board to include 3 City commissioners, 1 County commissioners and 1 member of the CRA advisory board (preferably the chair), all on a rotational basis, seconded by Member Ware, motion carries 4-0.*

- Mentioned CDBG grant and why they are not being utilized in Gadsden. Asked if this is a CRA function? *Action item: The manager explained this is a function of the City. He will look into previous attempts at CDBG grant applications and report back to the board.*
- Asked about the role of economic development for the CRA. Suggested that the board consider an economic stimulus such as a Tanger Outlet, water slide, etc. Manager Nixon explained this has been looked at by the City before and they decided not to move forward. After a short discussion, there was a *motion by Member Morris to recommend that an economic development zone be established in the CRA district perhaps a water park or amusement park to serve as an economic stimulant, seconded by Member Milton-Jackson, motion carries 3-1 with Chair Hannigon voting against the motion.*

**Member Hannigon** – She previously spoke with the manager about the vacant lot that was formerly Family Dollar and the fact that it is an eyesore. Feels the Classic Tees building (behind) need some work as well as the burned building that housed Jimmie’s Subs. Both are visible from highway 90.

**CRA Attorney Comments** – There were major changes in the legislation for the CRA. A few of those included:

- Mandatory ethics training for commissioners
- Taxing authorities have to be notified of budget changes.
- Specifics regarding the website.
- Required to follow the City’s guidelines regarding purchasing.
- Extended the number of years to use unexpended funds
- Etc. *Action item: Attorney will forward the complete list to the board with a brief explanation.*

Motion to adjourn by Member Morris, seconded by Member Wade, motion carries 4-0.

Meeting ends at 7:25pm.