
Call to Order

Chair Hannigon opened the meeting at 6:08pm.

The following were present at roll call:
Member Milton-Jackson, Member Ware

Also present:

Attorney H. Brown, Pam Tribue

At this time there was not a quorum, so no items were voted on.

Approval of Agenda

No vote taken.

Approval of Minutes

No vote taken.

Financial Report – It was noted that the statement provided by the Finance Department is not for the CRA. The Manager will contact them for the correct information.

Interim Manager Updates

South Adams Street – Phase I and II are complete. Final payment of \$8,400 to the contractor will be processed after the final walk through. Chair Hannigon asked about some type of marketing event to showcase the rehab. Manager Nixon is reaching out to businesses for possible sponsors but will definitely have some type of kick-off event. Mentioned that although not confirmed the City Manager mentioned a substantial increase in the property values downtown. He also pointed out that several property owners on S. Adams Street made additional investment/improvements during the rehab. He is intent on submitting the project to the Florida Redevelopment Association as an example of success.

Franklin/Adams Development

CW Roberts has been selected as the contractor to complete this project. The new plan includes more green space. Lighting was included in the bidding at an extremely expensive rate, so this was removed from the final approved bid. Dewberry will move forward in getting bids for this and other items. Funding will come from the line of credit and it's expected to be completed with 60-90 days as the commencement documents are ready for attorney/execution. The manager will also explore opportunities to work with the City/County on items such as laying sod. The scope of work for CW Roberts will be the grading, paving, some sidewalks, and parking spaces along Franklin. Does not include lighting, sodding and band shell.

Senior Roofing

Round 1 – There are still three houses left to be completed. The regular board is moving in another direction at the recommendation of counsel.

Round 2 – The board moved forward with the 10 houses left on the list. Dupont Construction, Lewis Builders and Gutterhawk Roofing are the contractors. Dupont and Lewis received the least number of homes and will be providing estimates on the remaining roofs from round 1. There may be a difference in the pricing because the initial agreement with Chief Cornerstone was fixed pricing.

Member Morris enters.

The City of Quincy has set aside \$250K for roof repair. The manager has been contacted by City Manager and Mr. Piawah in hopes of assisting with emulating the CRAs program. **Action item: The manager will look into where these funds will come from.**

Requests for CRA Assistance – Due to the great success of the S. Adams Street project, requests for assistance have been received from several business owners including John Hutley, Don Gibson and the Men of Action. The board will be considering all requests when estimates are provided. The advisory board previously suggested to the regular board that Monroe Street be the next targeted area for revitalization.

Marketing and website changes – The request for funding from the Tourist Development Council was denied as it didn't add to the bed tax; therefore, the board approved the \$3,000 expenditure to move forward. The publication has a distribution of 6,000 from Pensacola to Leon county and can be found mostly at hotels and rest areas. Complimentary copies will be provided and it is digital as well.

Web consultant, Dawn McMillan, made the necessary changes to the website to ensure it is up to date and ADA compliant.

CRA Manager position – The board voted to re-advertise this position, which will close tomorrow. Expects the process to move quickly.

Financial Report and Draft Budget – The manager provided a draft budget for review/input. Highlights included:

- The contractual services line item is being reduced due to less projects, less need for surveys, architects, etc.
- Senior Energy Efficiency Program – The manager feels that the current budget will be spent in its entirety. Next year's budget may be increased depending on what the county's contribution to the TIF is.
- The \$20K fee to the City is added.
- Rollover funds from previous years has been expended.

Last week the manager and others took a trip to Thomasville in an effort to identify some best practices that could be utilized by our CRA/City.

CRA Attorney Updates

Website – Mentioned that Mr. Nixon has been very responsive to getting the website updated, as there were some major changes on that.

Liens – The amount of the liens for the S. Adams Street project need to be updated to reflect cost associated with Phase II.

Budget/copier – In the budget there is an issue with Marlin Leasing regarding the copier. He is trying to resolve an outstanding balance they are trying to collect.

Advisory Board Member Comments

Member Ware – None

Member Milton-Jackson – Happy to see the completion of S. Adams Street project, feels it greatly improves downtown.

Member Morris

- Would like to see something done with affordable housing.
- Wants to see more of a focus on grant opportunities.

It was brought out that the current CRA Plan does not include anything that addresses affordable housing.

Member Hannigon

- Grant opportunities - Concerned that our CRA are not attracting grants as we should, based on our statistics
- Home on radar – mention a house on west highway 90 that may need some assistance
- S. Adams project – Suggested a permanent marker on S. Adams memorializing the project.
- Advisory board – asked how the advisory board came into existence. Attorney Brown does not think It is required by Chapter 30 but will have to double check.

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

Meeting ends at 7:23pm.