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### **Call to Order**

Chair Dowdell called the meeting to order at 5:05pm.

The Quincy Community Redevelopment Agency Board met in regular session on Tuesday, July 9, 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 Bass-Prieto to approve the agenda as printed, seconded by Member McMillan, motion carries with a vote of 5-0.*

### **Approval of Minutes**

*Motion by Member Sapp to approve the minutes from the June 11, 2019 regular board meeting, seconded by Member Harris, motion carries 5-0.*

The minutes from the Advisory Board meeting of July 2, 2019 were provided as they included several motions with recommendations for the board.

- 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.
- 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, all on a rotational basis, seconded by Member Ware, motion carries 4-0.
- 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.

### **Financial Report**

According to the June 28, 2019 statement the beginning balance was \$281,721.24, there were no deposits, ten checks/debits in the amount of \$21,857.85, interest paid \$86.43, leaving a balance \$259,949.82.

Manager Nixon also provided a detail of checks and debit. Included was payment to Chamber of Commerce for rent, April payment to Brown and Brown Attorneys and final payment to Mark Tarmey of 4M Designs. The account analysis charge is a fee charged for payments over a certain amount but there needs to be additional research to clarify how that amount is reached. Based on the inter-local agreement, a \$10K debit was

made by the City of Quincy but will be reversed as this was absorbed with the aid to non-profits for 2019.

### **Interim Manager Updates**

#### *South Adams Street Project*

The project is basically done with the exception of lights on the alleyway columns and the installation of down spouts. The manager and Mr. Jampole will do a walk-through next week. Member Sapp asked about a date to do a walk-through with the board and the business/property owners. The contractor is available any day starting around 6:30am.

Chair Dowdell asked why on some nice days there was no work going on. Mr. Jampole explained that he had taken some time off and the week of the 4<sup>th</sup> of July was a short week also. He also had to hire another brick layer as he was unable to secure the original one due to the delay in starting Phase II. Other members also expressed concern on the lack of work on several days prior. Phase II is expected to be completed with three to four weeks.

#### *Franklin/Adams Street Development*

The manager met with the architect and contractor to discuss progress. Two renderings were provided, one is the lot showing greenspace, the parking area and future parking area. Dewberry prepare the bid package for the concrete work and they hope to have those bids available at the next regular board meeting. This ran in the local papers this week and will run again next week. The second is the drawing for the music pavilion. It will have a little stage and be covered. The manager 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 be 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.

Manager Nixon requested a special meeting when the concrete bids come in; hoping to receive the bulk of them by Friday, July 19<sup>th</sup>. Expecting to get at least three bidders.

*Motion by Member Bass-Prieto to schedule a special meeting to review bids and select a vendor for concrete work on the Franklin/Adams Street development, seconded by Member McMillan, motion carries 5-0.* The board agreed to July 23<sup>rd</sup> at 5:00pm. Attorney H. Brown is not able to attend due to a previous obligation but will send a partner from the firm.

#### *Senior Roofing Program*

Four homes have been completed and three have been removed off the list, leaving only three.

Manager Nixon updated regarding the group 2. Several homes have been removed either because insurance covered it, other means of funding, outside of the area and one was heir property, leaving 9 homes to be done. The attached spreadsheet shows the three bidders, Dupont Construction, Gutterhawk Roofing and Lewis Builders, with

their bids and a section indicating the lowest bidder. Their estimates were provided. Upon review there were several questions/concerns from the members including why only one contractor bid on one of the homes, why there is such a wide variation on a couple of the bids, etc. Mr. Tribue chimes in that each contractor has a different level of overhead which impacts the cost, material costs should be the same and must meet the standards set up by Florida standards. The manager also pointed out that all bids are higher than anticipated partly due to increased material costs and additional damage costs because of the delay in doing the repairs. Member Harris wants to find a way to get these houses done by utilizing all three contractors simultaneously.

*Motion by Member Harris that the board equally award three houses to each contractor, motion dies due to a lack of a second.*

There was also discussion the status of the three remaining roofs to be done by Chief Cornerstone. The manager is of the opinion that at this point we've come beyond the impacts of the storm and those delays; it may be prudent and beneficial that the board look into assigning those roofs to the contractors from group two. Attorney Brown discussed how Chief Cornerstone could be held responsible for any cost difference between what he quoted and what the new bid is. He feels the board has grounds to move forward with this. Member McMillan repeated he was surprised from the beginning that the contractor agreed to a fixed price contract, feels this is a direct contributor to the slowness, feels this is more of an attorney/legal issue. Wants to move forward with the new slate of houses and would like to go with the lowest bids. Member Sapp pointed out the board is relying on the manager, Mr. Tribue and the attorney to make recommendations to the board. Some delays can also be attributed to the delays in building inspections especially since Hurricane Michael. The manager's recommendation is that the board proceed with the low bidder, he will look at the one roof with the greatest roof and allow him to work with Lewis Builders on the three from the first group, if they are willing to meet the preset prices. Attorney Brown has spoken with Chief Cornerstone and feels he is willing to cancel the contracts but will probably not be amenable to paying the difference between the fixed price contract amount and the actual cost that may be charged by another contractor. Member Harris suggested giving each contractor three houses. Member Dowdell asked if this could be done fairly. Member Bass-Prieto asked if we would need to rebid the three houses, feels it's a little more than fairness and requirements under the bylaws and State of Florida bidding practices. Attorney Brown indicated the board is not bound by the State of Florida statute as it is for items over \$300K. He pointed out an exemption can be made with the special needs, especially under Chief Cornerstone.

Mr. Tribue recommended the following distribution of work:

1 <sup>st</sup> house – Dupont	6 <sup>th</sup> house - Lewis
2 <sup>nd</sup> house – Lewis	7 <sup>th</sup> house - Dupont
3 <sup>rd</sup> house – Lewis	8 <sup>th</sup> house - Gutterhawk
4 <sup>th</sup> house – Gutterhawk	9 <sup>th</sup> house - Dupont
5 <sup>th</sup> house - Gutterhawk	

This breakout awards each bidder 3 houses, and in the cases where it's not the lowest bidder, the house is awarded to the second lowest bidder.

Attorney Brown indicated that criteria need to be established to avoid issues of unfair practices.

*Motion by Member Sapp to table the remainder of the agenda until July 23, 2019, seconded by Member Harris, motion carries 5-0.*

**Meeting adjourned 6:00pm.**