
In consideration of the time Member McMillan nominated Member Sapp to chair the meeting due to the absence of the chair and co-chair.

Call to Order

Member Sapp called the meeting to order at 5:03pm.

The Quincy Community Redevelopment Agency Board met in regular session on Tuesday, September 10, 2019, with **Member Sapp** presiding and the following **present at roll call**:

Board Member McMillan, Board Member Bass-Prieto

Motion by Member McMillan to excuse Chair Dowdell and Co-Chair Harris, seconded by Member Bass-Prieto, motion carries with a vote of 3-0.

Also present: Interim CRA Manager Robert Nixon; CRA Attorney Hubert Brown

Approval of Agenda

Motion by Member Bass-Prieto to accept the agenda as presented, seconded by Member McMillan motion carries with a vote of 3-0.

Approval of Minutes

Motion by Member McMillan to approve the minutes from the August 13, 2019 regular board meeting, seconded by Member Bass-Prieto motion carries 3-0.

Financial Report

According to the August 30, 2019 statement the beginning balance was \$215,520.13, there were no deposits, six checks/debits in the amount of \$61,186.31, interest paid \$59.00, leaving a balance \$154,392.82.

Chair Dowdell enters.

The manager went over the specifics of all checks and debits. *Motion by Member McMillan to approve the financial report as printed, seconded by Member Bass-Prieto, motion carries with a vote of 4-0.*

Chair Dowdell assumes position of Chair.

Interim Manager Updates

South Adams Street Project – The project is complete and Mr. Nixon is working with Main Street and the Chamber regarding assistance with the ribbon cutting event. Looking at the end of September or early October. Chair Dowdell asked if there was a clause in

contract regarding selling of the property. Attorney Brown explained this is done in the form of a lien and is amortized over a period of five years.

Franklin/Adams Street Development – No major updates/all documents are signed and Justin Ford has taken them to the contractor. Waiting on performance bond and insurance. The expected start date is within the next 2 to 3 weeks. Project includes internal parking, Franklin Street parking, sidewalks, water and electrical connections, etc. this will set the site up for future phases.

Senior Roofing Program

Group 1 – Nine of the ten roofs have been completed by Chief Cornerstone; wants to move forward awarding the final one to another contractor.

Group 2 – Dupont Construction and Gutterhawk Roofing has provided the contracts and they have been signed. Lewis Builders was the third contractor but is not a certified roofer and under the advisement of counsel is asking the contract be made out to a certified roofer. Lewis has not gotten that back to him and would like to give them the remainder of the week before awarding those two roofs to another contractor. Dupont Construction has already completed their one house. Gutterhawk Roofing picked up their permits, will have two crews working and should be started right away. This should be going rather quickly.

Member Harris enters.

Motion by Member Sapp that identifies the situation with the remaining roof in Group 1 be considered an emergency due to hurricane season and that it be awarded to Dupont Construction for completion, seconded by Member McMillan, motion carries with a vote of 5-0.

Housing Demolition – The manager spoke with Planning Director Piawah, they are working on a solution and should have a plan to spend the \$100K allocated. For the most part there was a delay due to not having a building inspector. Member Bass-Prieto asked the manager to provide a list of houses on the list and where they are in the process.

CRA Attorney Updates – Provided a summary of CS/House Bill. Touched on a few highlights of the bill:

- Removed some of the wiggle room as far as the types of expenditures. Removed “including but not limited to”
- Certain performance date must be included in the annual report (i.e. number of projects started/completed, amount spent on affordable housing, etc.)
- Website updates, which are being addressed Mr. Nixon.
- Expiration date of CRAs. **Action item: Attorney Brown will let the board know what the QCRA’s expiration date is based on the charter.**

Board Member Comments

Member McMillan – None

Member Harris – None

Member Bass-Prieto - None

Member Sapp – Wants the overall district to look better.

Chair Dowdell – Will provide copies of the package he received from the Florida League of Cities conference, some are available online as well.

Member Sapp – Asked if the board will be covering the Manager’s position. Member McMillan indicated that 5 applications were received and he would like the advisory board to review and offer a recommendation. The Board agrees to hold a special meeting to discuss the manager’s position before or after the next budget meeting.

Meeting adjourned 5:40pm.