
Call to Order

Member McMillian called the meeting to order at 5:12pm.

The Quincy Community Redevelopment Agency Board met in regular session on Tuesday, January 14, 2020, with **Member McMillian** presiding and the following **present at roll call**:

Board Member Bass-Prieto, Board Member Sapp

It was noted that Member Harris indicated he may be late. Motion by Member McMillian to excuse two absent board members, seconded by Member Bass-Prieto, motion carries with a vote of 3-0.

Also present: 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 Sapp, motion carries with a vote of 3-0.

Approval of Minutes

*Motion by Member Sapp to approve the minutes from the November 12, 2019 regular board meeting with revisions/corrections as needed, seconded by Member Bass-Prieto. Changes: Member Sapp pointed out that in section "Approval of Minutes" it was shown that she seconded the motion but she was actually not in attendance. **Should read: Motion by Member McMillian to approve the minutes from the October 8, 2019 regular board meeting, seconded by Member Harris, motion carries with a vote of 3-0. Motion to approve the minutes with corrections as needs carries with a vote of 3-0.***

Motion by Member Bass-Prieto to approve the minutes from the December 3, 2019 joint workshop, seconded by Member Sapp, motion carries with a vote of 3-0.

Financial Report

According to the December 31, 2019 statement the beginning balance was \$339,905.07, there were no deposits, eight checks/debits in the amount of \$13,435.05, interest paid \$13.61, leaving a balance \$326,483.63.

The manager went over the specifics of all checks and debits

Member Harris enters and takes the gavel.

The Finance Department provided a summary sheet of budget utilization for month ending November 30, 2019. The Director was unable to attend tonight but will do so in the future to provide a more comprehensive financial report.

Motion by Member Sapp to accept the financial report as printed, seconded by Member Bass-Prieto, motion carries with a vote of 4-0. .

CRA Advisory Board Report

Advisory Board Chair Hannigon was unable to attend tonight due to work conflict. The Advisory Board was informed by the CRA Manager at the January 7, 2020 meeting of the pending payment obligation associated with utilizing the line of credit, as well as the limitations regarding future utilization of the line of credit. It is the position of the Advisory Board that the terms of the line of credit do not serve the best interests of the Board and a revolving line of credit would better serve the needs of the CRA. Via a unanimous vote of the members present, it was moved that the Advisory Board recommend to the CRA Board that the line of credit with Capital City Bank be paid in full and the Board pursue a revolving line of credit from a different financial institution.

No action was taken on this item but will be discussed in-depth during the Manager's comments.

CRA Manager Updates

The Manager thanked those who attended the joint workshop, and look forward to using this information in formulating plans for redevelopment. All agreed that need to have a plan to help coordinate projects and the use of funds. Hopes that in the future this board will entertain the idea of setting aside funds to secure a consultant to help development that plan that has specific implementation steps but also features a process for identifying and prioritizing projects in the future.

Relocation of CRA office – The move to the NetQuincy building is delayed while additional work is being done. Expected to move by the end of next week. Will have to pay the Chamber \$1,000 for this last month.

Grant – Working with City Staff, specifically Grant Writer. Most recently looking at Transportation Alternative Grant. Two ideas being looked at are trails connecting Tanyard Creek with downtown and the other being the development of an esthetic design guides to do affect street scaping along the Highway 90 business corridor.

CRA Manager Contract – There was discussion on salary, use of City vehicles, outside employment and contract termination by either party. The board agreed on a salary of \$65,000 plus benefits and no changes were made to the contract as written. *Motion by Member McMillian to approve the CRA Manager's contract, seconded by Member Bass-Prieto, motion carries 4-0. Motion by Member Sapp to approve the Manager's request to continue the outside employment previously disclosed, seconded by Member Bass-Prieto, motion carries 4-0.*

CRA Line-of-Credit – TCRA has a line-of-credit in the amount of \$350,000 with Capital City Bank. This is a straight line-of-credit which means that as the principal is paid, it cannot be used again. The interest rate on the line is 3.850%. To date, the CRA has drawn down \$64,100 to pay contractor for roof replacements for Group 2 of the Senior Roofing Program. Per the current line-of-credit agreement, interest payments are due

immediately and a principal payment will be due in February 2020. To date, one interest payment for \$273.51 has been made. The current year does not have funds designated for interest or principal and interest payments. The manager is seeking approval to negotiate with Capital City Bank to revise the current line of credit so that principal payments are not due until after the beginning of the next fiscal year. This is the recommendation of the attorney also. Motion by Member Sapp to authorize CRA staff and CRA Attorney to negotiate a revision to the payment schedule so that principal payments will begin in October 2020 and the final payment will be due in 2023, seconded by Member Harris, motion fails with a vote of 2-2 (Member Harris and Sapp in favor of the motion, Member McMillian and Bass-Prieto voting against the motion). The manager will need to bring back options before the full board.

Franklin/Adams Street Development – Received invoice from CW Roberts for \$55,426.50 for work completed to date. Motion by Member Bass-Prieto to authorize payment to CW Roberts for \$55,426.50, seconded by Member McMillian, motion carries with a vote of 4-0. The grass seeds and stripping of parking spaces is still pending. Member Harris inquired about the status of the anonymous donor. Manager Nixon explained that there are ongoing discussions regarding the donation. He was previously advised that the donor would be giving those funds to Main Street but has since decided to rethink their decision.

S. Adams Street – The project is complete. The manager has met with Sheriff Young, Chief Sapp, City Manager and business/property owners to discuss cleanliness and safety concerns. Several options have been discussed:

- * crime prevention through environmental design plan
- * scheduled towing
- * securing additional garbage cans
- * County to close their parking lot

There was also discussion regarding water access by Mr. Faircloth to pressure wash the area.

Member Bass-Prieto asked if it was legal for the consumption of alcohol within a certain number of feet of a business. **Action item: Attorney Brown will look into this and consult the City Attorney.**

CRA Attorney Updates – Asked for clarification as to direction for the Manager as it relates to the line of credit. Is the manager to pay the entire amount? It was agreed that the manager would pay the minimum required to save funds for catalyst project.

Board Member Comments

Member Sapp – None

Member Bass – Contacted DOT regarding streetscaping, they are looking at our signs especially along highway 90 and within the historic district to make sure they are appropriate. They will get back with her when resurfacing is supposed to happen. Wants to work with DOT to get some streetscaping and signing.

Chair Dowdell enters.

Member McMillian – None

Member Harris – None

Motion to adjourn by Member McMillian, seconded by Member Sapp, motion carries 4-0. **Meeting adjourned 5:54pm.**