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Virtual meeting via ZOOM. The meeting ID was provided to the public to allow participation.

**Call to Order**

Chair Dowdell called the meeting to order at 5:42pm.

The Quincy Community Redevelopment Agency Regular Board met in special session on Tuesday, May 19, 2020 with following present at roll call: Member Bass-Prieto, Member McMillan

**Also in attendance:**

Manager Nixon, Attorney Brown, City Manager Mclean, Finance Director Carty, Admin Pam Tribue

**CRA Budget Amendment**

Manager Nixon provided the response from the Finance Director to the auditors. The auditors comment was that the CRA didn't document compliance with all aspects of Statute 163.3387. In the response it was noted that the CRA staff was working with the Finance Department to ensure we provided a copy of whatever we sent to the County regarding section 7. In addition the board did provide a resolution as it is done every budget year. It was signed on November 12, 2019, after the budget had been reviewed and adopted, providing us guidance as to how the board wanted us to move forward with addressing those concerns. Gave specific directions to the Finance Director as to how to proceed to make adjustments to the budget including budget amendments. There are specific concerns to be addressed: the carryover funds from 2018/19 – these funds need to be identified and specific projects need to be identified for use of funds.

At the last meeting Dr. Carty provided a presentation breaking down where the funds are coming from. We did find an oversight that needs correction in the carry forward amounts. To answer the question as to where the \$300K was coming from Dr. Carty broke out what each revenue source was to pay for. The first pot of money is County TIF dollars \$291,440, then City TIF dollars \$164,328.60, next is Prior-Year Funds \$278,046 and lastly the Credit line \$64,100 and detailed the line item to be paid by each. *\*\*The line item "Mom & Pop Business Grant Program" has not been approved by the board yet.* \*\* Manager Nixon reminded the board of the two priorities: spend the money that is in the budget for the approved projects which must be consistent with the plan and we must be able to demonstrate compliance as we move forward. He then provided an updated spreadsheet showing how the budget should look per the law changes.

**Member Harris joins the meeting.**

Chair Dowdell then asked for clarification on the expenditure for the Mom & Pop Business grant program and if those funds were available on hand immediately. Manager Nixon went into discussion of the Proposed Business Assistance Program.

**Proposed Business Assistance program**

The significant, negative impacts of the CoVID-19 pandemic have prompted Federal and State governments to issue Executive Orders mandating the shutdown of local businesses deemed by these governments to be non-essential. Mayor Pro Tem Harris held a videoconference on May 4<sup>th</sup> with local business leaders who expressed a preference to not re-open too soon.

However each recognized the need for financial resources to carry them through this critical period especially since none had been successful in securing assistance from their banks or other small business assistance programs. This program will address that need by providing a rapid bridge loan to local “Mom and Pop” or “Gig Businesses”. There was discussion by the board as to who qualifies, the limits and for what the funds could be used.

Attorney Brown indicated that based on what he has seen, his preliminary is that there is no reason why the board could not do as suggested by Member Bass-Prieto to apply funds to outstanding utility bills. The way the application is set up right now there is a requirement that their utility bill be current, this might actually hurt those who are in need and have fallen behind. He also commented that deviating from use of TIF funds for brick and mortar might draw some scrutiny from the auditors but feels it is within the board’s right to do so. Finance Director Carty indicated she spoke with the auditor and he feels this directly addresses economic blithe and is in line with the law.

There was confusion as to what the board approved for carryover last year and what actually was included in the budget.

*Motion by Member Harris to approve within those perimeters presented, motion dies due to lack of 2<sup>nd</sup>. Motion by Member McMillan to table until the Advisory Board reviews the documents and offers their suggestion on how to move forward, seconded by Member Bass-Prieto, motion carries 4-0.*

#### **CRA Meeting Date Change**

The Manager is asking the Board to consider a change in the meeting date in order to give the board more time to address issues being that the board is before a regular Commission meeting. Only an hour is feasible and sometimes there is a need to go beyond that depending on the issues being discussed. Suggested the 3<sup>rd</sup> Tuesday. Motion by Member Bass-Prieto to change the CRA Regular meeting date to the 3<sup>rd</sup> Tuesday at 6:00pm, seconded by Chair Dowdell, motion does not pass with a vote of 2-2 (yays Member Bass-Prieto and Dowdell/nays Member Harris and McMillan)

#### **Board Member Comments**

**Member McMillan** – None

**Member Harris** – None

**Member Bass-Prieto** – None.

**Chair Dowdell** – None

*Motion to adjourn by Member McMillan, seconded by Bass-Prieto, motion carries 4-0.*

**Meeting adjourns at 7:05pm.**