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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 5:10pm.

**Roll Call**

The Quincy Community Redevelopment Agency Regular Board met in special session on Tuesday, May 26, 2020 with following present at roll call: Member Bass-Prieto, Member McMillan, Member Harris, Member Sapp

**Also in attendance:**

Manager Nixon, Attorney Brown, City Manager McLean, Finance Director Carty, Advisory Board Chair Hannigon, Admin Pam Tribue

**Approval of Agenda**

*Motion by Member Sapp to approve the agenda as printed, seconded by Member Harris, motion carries with a vote of 5-0.*

**Mom-and-Pop Business/GIG Worker Assistance Program**

Attorney Brown had a concern from an ethical standpoint. If there is a board member who intends to apply for this program, then they should not vote on it and he would suggest that they also not participant in the discussion to avoid the appearance of impropriety. He hopes that they would exclude themselves.

City Manager McLean stated that based on his experience, if a board member has a conflict they should declare it now. The Chair asked if there were any declarations. None noted.

Manager Nixon provided an explanation of the program including the background, eligibility requirements, selection criteria, a review of the proposed score sheet as well as the fiscal impact. Once the board approves the program, marketing it will be done by providing the City, County, Quincy Main Street, Chambers of Commerce, and the Development Council with information to be placed on their websites. Press releases to local newspapers will also be completed. The program is consistent with the CRA Redevelopment Plan, modeled after successful programs in Leon, Orange and Miami Dade County. The request is the Board will consider designating carry forward funds from 2018-19 to establish this program which will be used for this specific program as described this evening.

The board then participated in a Q/A session discussing the particulars of the program.

Member Harris asked the board to consider taking away the whole idea of this being subjected to a committee. Would like to see the program streamlined to businesses who meet an already established criteria. Once it's determined they have meet the criteria then funds would be disbursed. Also wants the boards hands to be washed of the process once the program is approved.

Attorney Brown suggested that the board have final approval after review and recommendation from the Manager and/or selection committee, this was the best practices recommended by the Florida Redevelopment Agency attorney at a meeting several years ago. This would fulfill the

board's oversight responsibility. **Action item: Attorney Brown would like to be able to review some cases and the CRAs ability to appoint a committee but still have final approval.**

Advisory Board Chair Hannigon chimed in and asked about the repayment/forgiveness of the loan based on the current proposal.

Chair Hannigon commented that the Advisory Board during their last meeting was in full support of moving forward with this program.

*Motion by Member Harris to approve this business assistance program in the form of a grant, with an established criteria, staff determining if they meet the criteria, then funds be disbursed on a first come/first serve basis, and should the attorney deem it necessary that the list come back to this for approval, seconded by Member Sapp, motion carries with a vote of 5-0.*

#### **Budget Amendment**

*Motion by Member Sapp to approve the budget amendment for 2018-19 carry forward funds \$278,046, for the business assistance program, seconded by Member Harris, motion carries with a vote of 5-0.*

For clarification on the motion, Member Harris pointed out that applicants would either qualify for the \$5,000 or the \$1,500, in two installments.

#### **Board Member Comments**

**Member Sapp** – None

**Member McMillan** – None

**Member Harris** – None

**Member Bass-Prieto** – None.

**Chair Dowdell** – None

#### **CRA Attorney Comments**

None

The next meeting scheduled meeting of June 9, 2020 is election day and will need to be adjusted.

**Meeting adjourns at 6:03pm.**