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### **Call to Order**

Chair Harris called the meeting to order at 5:00pm.

The Quincy Community Redevelopment Agency Regular Board met on Tuesday, November 10, 2020 with the following present at roll call: Member Bass-Prieto, Member Sapp

Motion by Member Sapp to excuse Member Dowdell and Member Canidate until or if they appear, seconded by Chair Harris, motion carries 3-0.

### **Also in attendance:**

Manager Nixon, Attorney Brown, Admin Pam Tribue, Staff Simmons

### **Approval of Agenda**

*Motion by Member Sapp to approve the agenda as printed, seconded by Member Bass-Prieto, motion carries 3-0.*

### **Member Canidate enters.**

### **Approval of Minutes from September 8<sup>th</sup>, 14<sup>th</sup>, 25<sup>th</sup> and 30<sup>th</sup>**

Hearing no corrections on the agendas provided. *Motion by Member Sapp to accept the minutes from the September 8<sup>th</sup>, 14<sup>th</sup>, 25<sup>th</sup> and 30<sup>th</sup> meetings, seconded by Member Bass-Prieto, motion carries 3-0.*

### **Financial Report**

Per the October 30, 2020 statement there was a beginning balance of \$244,482.73. There were no deposits, sixteen checks/debits totaling \$105,886.84, service charge for \$0.00, interest paid in the amount of \$8.89, leaving an ending balance of \$138,606.78.

Manager Nixon provided the details of checks and debits and will forward a breakdown of p-card charges. *Motion by Member Sapp to accept the financial statement as presented, seconded by Member Bass-Prieto, motion carries 3-0.*

### **Budget Update**

The manager had a conversation with the Finance Director and discussed some of the projects that the board is looking to complete. One of the items approved in this years' budget is the \$64,100 to completely payoff the line of credit, this will end all of the interest. In the future we can look into a revolving line of credit. The manager asked for authorization to have Finance pay this debt

### **Discussion:**

Member Bass-Prieto asked if this years' TIF dollars had been received. The manager indicated the county has not paid yet and funds from the City usually follow those.

### **Member Dowdell enters.**

Chair Harris asked if paying it now would impact the ability to move forward with projects. The manager has met with the Finance Director and City Manager and this was the recommendation

of the Finance Director. Member Bass-Prieto asked what else needs to be paid off seeing that paying this debt would reduce the amount of funds available. The manager indicated that the only outstanding payments would be regular payments for staff and office supplies. No payments for projects are pending.

*Motion by Member Bass-Prieto to pay off the \$64,100 line of credit, after we have completely certified with the Finance Director that there are adequate funds to cover this amount and to carry us forward, seconded by Member Candidate, motion fails with a vote of 2 (Bass-Prieto/Candidate)-3 (Sapp/Dowdell/Harris).*

*Motion by Member Dowdell to pay the balance off the line-of-credit for \$64,100, seconded by Member Sapp, motion carries 4-1 (Bass-Prieto).*

The Manager asked for clarification on the how to handle expenditures over \$5,000 when it has been previously approved in the budget. Attorney Brown stated that although an item has been approved in the budget, individual expenditures

### **Manager's Report**

Kelly Lot – The manager reported that during a recent meeting with the Florida Dept. of Environmental Protection they indicated that one of the wells came back with a contaminant during their routine monitoring. They also indicated they need to put more wells on the site in the location where the test came up positive and they will also be digging deeper. They also said it wouldn't make sense for the board to move forward with underground irrigation as they will have heavy equipment there to dig and service the well. They also don't currently have the budget to move forward with this until the spring, which keeps our project on hold until then.

Funds for this project were carry-forward funds to cover the lights, irrigation and sodding in the amount of \$139,000. The manager will provide the board with suggestions/recommendations as to how these funds can be reallocated by the next meeting.

At the request of Member Sapp, the manager will provide the board a total of all funds spent to date on the Kelly Lot; additionally he will provide a list of things that can be done on the lot until it is cleared by DEP. It is already known that the parking lot can be used.

Energy Efficiency Program – At this time has been advertised, eleven applications have been received, four contractors have been identified, the agreement with the property owners has been drafted and Mr. Marvin Tribue has been retained to do the pre-inspections. Bids should be available in the next couple of weeks. Ten – fourteen roofs should be able to be completed with the \$100,000 allocated depending on the size of the roofs. The manager also pointed out that he has received several requests from businesses for assistance with roof repair/replacement. Advisory Board Chair Hannigon has expressed an interest in creating a program that offers some type of assistance to business also. The manager will send this information out via email next week.

Downtown Paint Program – Has received quotes for seventeen spaces around the square that were looked at. Will now have conversation with the building owners to see what they are willing to do. The manager feels if this program moves forward the owners should also make a commitment for some type of improvement whether it be buying an awning or some other improvement in their space.

There was a discussion regarding murals and whether there are any guidelines for them. The manager will get more specific information from Mr. Piawah but does know that work done within the Historic District would have to meet the approval of the Building Department and Historic Preservation Board. Still working on the Black Lives Matter mural, trying to find an appropriate location. Guidelines will be advertised and distributed to building owners and the public. Chair Harris has done a little research and found that in a lot of older communities murals are being used to beautify/bring life to the community. Definitely would like some type of governance of this process. Considering some type of Citywide Mural Project where they identify locations, get community input as to what will be there, what it will look like within the established guidelines (if any). Would like to see some character to the community and even including some urban murals.

Due to time constraints the following items were tabled to a later meeting:

- Manager's update on GF & A Fence Replacement
- Manager's update – R2P2 Beautification Elements
- Change QCRA Regular Board's Meeting Date

Motion by Member Sapp to table items above to a later date, seconded by Member Dowdell, motion carries 5-0.

#### **CRA Attorney Comments**

Advised the board that according to Statute 163.387/2019, they dropped the three plan, saying that funds appropriated for such projects may be changed unless the parcel is amended, redesigned or delayed in which case the funds must be re-appropriated to the next budget year. Meaning the funds no longer have to be used within the three years as in the past but will have to be re-appropriate each year.

#### **Board Member Comments**

**Member Candidate** – None

**Member Dowdell** - None

**Member Bass-Prieto** – None

**Member Sapp** – None

**Chair Harris** – None

Motion to adjourn by Member Candidate, seconded by Member Sapp, motion carries 5-0.

**Meeting adjourns at 6:00pm.**