

### **Call to Order**

Chair Hannigon called the meeting to order at 6:25pm.

The Quincy Community Redevelopment Agency Advisory Board met on Tuesday, October 5, 2021 with following present at roll call: Member Ware, Member Faircloth, Member Milton-Jackson

Quorum was confirmed.

### **Also in attendance:**

Manager Nixon, Attorney Brown, Dr. Nash/Consultant, Admin Pam Tribue

### **Approval of Agenda**

*Motion by Member Milton-Jackson to approve the agenda dated October 5, 2021, seconded by Member Faircloth, motion carries 4-0.*

### **Approval of Minutes**

The manager provided the minutes from the regular boards meetings from September 2, 7, 21 and 28<sup>th</sup> for their review, there were no advisory minutes provided.

### **Financial Update**

Bank Statement – According to the Capital City Bank statement dated September 30, 2021 there was a beginning balance of \$197,711.02, no deposits, nine checks/withdrawals \$41,536.96, \$7.39 in interest payments, ending balance of \$156,181.45. The manager provided detail of checks and debits including final payment for the Bradwell house, one-half of which (\$20K) will be reimbursed by City.

Chair Hannigon admitted that she does not know what's going on within the CRA, especially concerning the budget. She would like to be brought up to date on what projects have gone forth, what contractors have done, etc. Manager Nixon reminded the board that they are notified of all regular board meetings, receive copies of their minutes and generally all projects are run through the advisory board anyway. Offered to give a rolling account monthly. Chair Hannigon pointed out that this has been heightened by the failure to have meetings for a few months. The regular board has also changed their meeting to the first Tuesday of the month. The intent has always been that the advisory board meets and reviews all items prior to them being forwarded to the regular board.

There was continued discussion on the boards meeting date and the role of the advisory board. The manager will make every effort to ensure that items are brought to the advisory board prior to taking to the regular board but indicated that the board is in an advisory capacity only and the regular board is within their rights to make decisions without input from the advisory board. The manager encourage the members to attend regular board meetings when possible and to meet with their appointee; this will provide an opportunity to communicate and receive information that can be shared. He is willing to improve communication as well. He also share two programs that will be made available early next year: downtown lease subsidy program (up to \$5K) and the small business assistance program (\$150K). Chair Hannigon pledged to step up

on her end and asked the manager to plan for quarterly joint meetings as previously discussed. She will also meet with the manager prior to meetings to work on the agenda.

Update on line-of-credit –The manager and attorney were asked by the regular board to look into securing a true line-of-credit. Attorney Brown contacted First Commerce Bank and Capital City Bank. First Commerce was not able to meet our requirements. After negotiations with Capital City Bank, an agreement for a true line-of-credit and a minimum of three-year term. The letter of agreement is being revised to reflect the items discussed as well as inclusion that the Chair and the manager can request funds. The loan amount can be up to \$250K.

### **QCRA Manager's Report**

#### **Catalyst Projects Programs**

Manager Nixon mentioned the two programs he'd like to unveil relatively quickly. He provided summary flyers and a draft of the application. Would like to start promoting and accepting applications quickly for the home repair program and the energy efficiency program. Wants to get the applications in, and start the process of identifying contractors for estimates and begin the work. The applications are in line with those used before and encouraged input from board members. Chair Hannigon suggested surveying the properties in the district, that way decisions could be data driven. The budget for roof replacement is \$100K and for home repair is \$125K.

#### **R2P2 Recreational Economy Presentation**

Dr. Nash indicated that the significant work over the next 30 months for the CRA will be the Rebuild Florida Hometown Revitalization Grant. The CRA in partnership with the City of Quincy secured the Hometown Revitalization Grant for \$2,949,438 with the CRA retaining the primary responsibilities. This grant will cover the following:

- Development of Gerald Gay Park (parking, sidewalks, restrooms, stage, pavilion, landscaping, fencing, signage, lighting, green space and information kiosk)
- Development of downtown parklets
- Create a convertible event street plaza

Anticipated outcomes include enhanced economic opportunity and growth, improved public health, job creation, small business development, enhanced beautification, etc.

Work is expected to begin in the next three months pending the finished agreement and approval of the budget. The work done by the Recovery and Resiliency Partnership Projects (R2P2) laid the ground work for this grant application to be successful. This has also laid the groundwork for Phase II, Regional Recreation Economy Alliance. Goals include the development of regional trails, restoration and protection of landscapes, enhancement of rivers, lakes and bays, celebration of cultural assets, support cities in recovery and promote regional recreation. Working with Dr. Thompson of North Star Legacy Communities, the site to be offered as an option is Tanyard Creek. Emphasis on economic development for Florida's vulnerable Black Legacy Communities (BLC). These communities were started by blacks while they were enslaved.

How will the process roll out in Gadsden County?

- Partnership with FSU-Department of Urban and Regional
- Small matching grant from FL Department of Historical Resources
- Next steps – initiate meetings with city/towns and government to identify where cooperative effort can be a plus for the BLCs in the County

### **CRA Attorney Comments**

With legislation passed in 2019 the CRA was required to follow the City's purchasing requirements. He is pushing to update their procedures as they can severely slow down or elongates the process. For example purchases over \$5K require an informal bid, over \$10K require a sealed bid. He recommends sealed bids for \$50K or above. Encouraged members to speak to their appointee and express their concerns.

### **Board Member Comments**

**Member Ware** – None

**Member Faircloth** – None

**Member Milton-Jackson** – None

**Chair Hannigon** – Asked the board if they want to adjust the meeting date to come prior to the regular board's meeting; suggested the last Tuesday of the month.

*Motion by Member Faircloth to move the meeting to the last Tuesday of the month at 6:00pm, effective October, seconded by Member Milton-Jackson, motion carries 4-0.*

*Motion to adjourn by Member Faircloth, seconded by Member Milton-Jackson, motion carries 4-0.*

**Meeting adjourns at 7:50pm.**