

### **Call to Order**

Chair Harris called the meeting to order at 5:12pm.

The Quincy Community Redevelopment Agency Regular Board met on Tuesday, November 2, 2021 with following present at roll call: Member Bass-Prieto, Member Canidate, Member Sapp, Member Dowdell

### **Also in attendance:**

Manager Nixon, Attorney Brown, Admin Pam Tribue

### **Approval of Agenda**

*Motion by Member Dowdell to approve the agenda dated November 2, 2021, seconded by Member Bass-Prieto, motion carries 5-0.*

### **Approval of Minutes**

*Motion by Member Sapp to approve the minutes of October 5 regular and advisory board meetings, seconded by Member Canidate. After discussion, it was noted that there was a mixup in the minutes from the two boards, Member Sapp withdrew her motion and Member Canidate withdrew her second. Motion by Member Sapp to table approval of the minutes to allow for corrections, seconded by Member Canidate, motion carries 5-0.*

### **Financial Update**

Bank Statement – According to the Capital City Bank statement dated October 29, 2021 there was a beginning balance of \$156,181.45, no deposits, twelve checks/withdrawals \$38,544.10, \$5.42 in interest payments, ending balance of \$117,642.77. The manager provided detail of checks and debits. Member Dowdell asked that more detail be provided for clarification of charges for salary and benefits for the manager. Asked if funds could be taken directly from the CRA account instead of being paid by the City and reimbursed by the CRA. He is still working with the City on the reimbursement of the \$20K for the Bradwell house repairs. *Motion by Member Bass-Prieto to accept the financial update as presented, seconded by Member Canidate, motion carries 5-0.*

### **QCRA Manager Report**

Paint Program – Mr. Ventry is the only building left to paint. He still needs to pay an administrative fee with code, then he can finalize the sale to Mr. May and the CRA can move forward with reviewing/approving their application.

Advisory Board Chair Hannigon joins the meeting.

Roof replacement and home improvement – Several applications have been received and the application window closes this week. All applications will be reviewed and the manager will move forward with getting quotes.

Work with MainStreet – The manager has been working with MainStreet on the following projects are on the horizon:

- Farmer's Market – November 5<sup>th</sup> from 10am – 2pm. Located on S. Adams Street besides Odell's Restaurant. Member Sapp asked about the portable that remains outside of Odell's. The manager will get with Mr. Hayes for an update.
- Twilight Concerts – December 7<sup>th</sup> – concert and dinner from Big Papa's Chophouse on the grounds of the Quincy Garden Center
- Mistletoe Market – December 4<sup>th</sup> on the Courthouse Square from 10am – 2pm. Arts & Crafts, vendors, food trucks, farmers market and Santa

Hometown Revitalization Grant – Still waiting on the State to finalize approval of the "Scope of Work". The State also needs to revisit the site at the Andy Gay Park for remediation needs to not impede progress at the park.

Advisory Chair Hannigon mentioned the desire of the advisory board to rekindle the joint meetings with the regular board, perhaps quarterly. The proposed schedule would be November 30, 2021, March 29<sup>th</sup>, May 31<sup>st</sup> and August 30, 2022 at a suggested time of 5:30pm.

Manager Nixon mentioned that during the Advisory Board meeting they were encouraged to discuss revisions to the purchasing policy with the representatives on the regular board.

### **CRA Attorney Comments**

Line of Credit - Attorney Brown presented the documents from Capital City Bank. He asked that the board remove and destroy the Boarding Data Sheet that was erroneously included in their package. What's being requested tonight:

- Review/sign Resolution
- Give the manager permission authorization to speak with the City Manager regarding funding just in case it's needed.

*Motion by Member Dowdell to approve Resolution 02-2022, seconded by Member Sapp, motion carries 5-0.*

*Motion by Member to authorize the CRA Manager and Board Chair to sign all documents related to Resolution 02-2022, seconded by Member Candidate, motion carries 5-0.*

Advisory Chair Hannigon asked if the funds were restricted to the grant? The manager explained that funds could be used for any project under the CRA umbrella.

Expansion – Attorney Brown detailed the procedure for expanding the CRA District to the north side of Highway 90 heading west. This includes:

- The board would make a recommendation to the City of Quincy
- There would be a public hearing
- Data would be collected demonstrating blight and the needs in the area.
- Fact findings
- Notice to the County for approval, followed by the resolution process

Member Bass-Prieto would like the expansion to go to the city limits.

Florida League of Cities – Attorney Brown and Dr. Carty gave a presentation at the annual meeting and it was well received by those in attendance.

### **Board Member Comments**

**Member Bass-Prieto** – Suggested that the board members review the documents provided and consider again the first of the year. She also mentioned the grand opening on Madison Street last week.

*Motion by Member Bass-Prieto to move forward with the expansion process from the square west to the city limits including the business district, seconded by Chair Harris, motion carries 5-0.*

Manager Nixon mentioned that Leola's Crab Shack will be moving into the old Zander's building and is asking for \$6K in assistance. Going through the inspection process now.

**Member Sapp** – Reported another opening "Conference Center", they are thriving as well, were previous recipient of the Mom and Pop grant.

**Member Candidate** – None

**Member Dowdell** – None

**Chair Harris** – None

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