

### **Call to Order**

Member Sapp called the meeting to order at 5:11pm.

The Quincy Community Redevelopment Agency Regular Board met on Thursday, February 1, 2022 with following present at roll call: Member Bass-Prieto, Member Canidate

*The Manager indicated that Member Dowdell was in route and no word from the Chair. Motion by Member Bass-Prieto to excuse Chair Harris, seconded by Member Canidate, motion carries 3-0.*

### **Also in attendance:**

Manager Nixon, Attorney Brown, Advisory Board Chair Hannigon, Advisory Member Milton-Jackson, Consultant Marvin Tribue, Admin Pam Tribue

### **Approval of Agenda**

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

### **Approval of Minutes**

*Motion by Member Canidate to approve the minutes of January 13, 2022 as written, seconded by Member Bass-Prieto, motion carries 3-0.*

### **Financial Report**

The manager has not received the bank statement but Finance provided a snapshot of the current balance he will forward bank statement when received. He noted that TIF funds of approximately \$206K have been received which represents around half of what's due (approx. \$200K from the County and less than \$5K from the City). The balance as of February 1, 2022 is \$298,436.98. *Motion by Member Bass-Prieto to accept the financial update, seconded by Member Canidate, motion carries 3-0.*

### **CRA Manager Updates**

#### Energy Efficiency Program

This item has been presented and discussed at a prior meeting and the question of the cost for metal versus shingle roofs came up. As follow-up the contractors were asked to provide pricing for both. Additionally the City Commission needed an opportunity to consider a recommendation brought to their attention by the CRA Attorney and the manager regarding the City's purchasing policy. Consequently the Commission approved an adjustment to the threshold limit so the seal bid process would not be triggered in the roof replacement process and other purchases exceeding \$10K.

Member Dowdell enters.

This change will allow the CRA board to move forward with assigning a contractor for all roofs. The manager provided a spreadsheet showing the applicants and three responding contractors (Chariot, DuPont and Gutterhawk). RRuss, MCaldwell and TBodison were found to be ineligible. Each approved applicant will be asked to sign an affidavit that they are the occupant/owner of

their home. The bids received show it is less expensive for shingle roofs in all instances. *After discussion, motion by Member Sapp to replace all roofs with shingles, seconded by Member Candidate, motion carries 4-0. Motion by Member Bass-Prieto to approve Chariot Construction as the lowest bidder to do the roofs for Vanessa Williams, Terry Bradley, Darrell Bradwell and James Miller, seconded by Member Dowdell, motion carries 4-0. Motion by Member Bass-Prieto to approve Gutterhawk to do the roofs for Annie King and Clarence Bryant Sr, seconded by Member Dowdell, motion carries 4-0.* There was discussion on the last residence of Mary Ann Conway where both bidders' cost was the same. Manager Nixon recommends assigning it to Gutterhawk, that way Chariot has four and Gutterhawk will have three, which is more of an even distribution.

### Monroe Street Improvements

- This project was approved last year. Mark Tarmey of 4M Design provided a mockup and noted the challenges from the Monroe Street and the plaza housing Quality Meats.
- Has encountered problems getting landscape quotes and reached out to IFAS, local universities and City staff to see if we can identify some talents that can help out with the process.
- Have a general sense of what needs to be done in Mrs. Jones building and Mr. Hutley's building as well.
- Mr. Drew's building wouldn't be addressed as it is a residence.
- Rev. Washington's building is no longer a church but houses a funeral home. There was discussion of who actually owns the building and if they are tax exempt. The board agreed to address this at a later date when specifics regarding ownership can be provided.
- Advisory Board Chair Hannigon asked what the criteria for the program was and how the overall final product would look if one or two buildings are not done. Attorney Brown explained that there are no automatic disqualifiers but that the board has decided not to do non-profits because it does not add to the tax base but the CRA has the ability to address slum/blithe. Each program has its own set of requirements. In this case the board's focus was on commercial properties.
- Want to address the open field also

Manager Nixon assured the board that he makes every effort to provide other options for those who cannot be served by the CRA's program, including referrals to SHIP, Rebuild Florida, etc.

### Hometown Revitalization Grant Update

Dr. Nash was being considered as the compliance officer for the grant but has withdrawn as she is currently serving as Interim City Manager. The manager will be working with Human Resources to fill the position, currently compiling a list of requirements/qualifications.

### **CRA Attorney Comments**

Attorney Brown suggested the board consider a motion if they want to allow homeowners to choose shingles or metal roof and pay the difference in the cost. Manager Nixon and Mr. Tribue indicated that no residence has expressed an interest in a metal roof. *Motion by Member Candidate to allow residents to pay the difference in cost if they desire a metal roof instead of the shingle one covered by the CRA, seconded by Member Dowdell, motion carries 4-0.* Note: This must be paid for upfront.

### **Board Member Comments**

**Member Bass-Prieto** – None

**Member Candidate** – None

**Member Dowdell** – None

**Member Sapp** – Confirmed that this is the regular meeting date for the board meeting, first Tuesday of each month.

*Motion to adjourn by Member Candidate, seconded by Member Dowdell, motion carries 3-0.*

**Meeting adjourns at 6:04pm.**