
Call to Order

Vice Chair Dowdell called the meeting to order at 5:10pm.

The Quincy Community Redevelopment Agency Regular Board met on Tuesday, April 12, 2022 with the following present at roll call: Member Bass-Prieto, Member Candidate, Member Sapp

Also in attendance:

Manager Nixon, Attorney Brown, Consultant Marvin Tribue, Admin Pam Tribue

Approval of Agenda

Motion by Member Sapp to approve the agenda for the April 12th board meeting, seconded by Member Bass-Prieto, motion carries 4-0.

Approval of Minutes

Motion by Member Bass-Prieto to approve the minutes of March 1, 2022 as written, seconded by Member Sapp, motion carries 4-0 with correction on page 3, first bullet should read Don Gibson not Gipson. Motion by Member Sapp to approve the minutes from March 17, 2022 with a correction on page 2, fourth paragraph should read qualify not quality, seconded by Member Bass-Prieto, motion carries 4-0.

Financial Report

Manager Nixon apologized for not providing the back statement for the past two months and explained that he has not received one from the Finance Department who is suffering from employee turnover and shortage. He is working with Finance to secure access to the files without their assistance. *Motion by Member Bass-Prieto to table the financial update, seconded by Member Candidate, motion carries 4-0.*

CRA Manager Updates

The CRA has been very busy with our programs and the Manager applauded the board for their leadership in implementing them this year.

Small Business Program Requests for Assistance – This item is being brought back after getting clarification from prior minutes and the CRA attorney.

To date the QCRA has funded three small business grants totaling \$30,000. Staff is presenting three additional requests totaling \$18,000.

Don's Hair Pair – Mr. Gibson has secured the additional funds needed to repair his roof. Currently requesting \$8,000. He was also granted a grant last fiscal year which he did not receive and the funds are no longer available as the funds can't be carried forward for a specific person/business but for a project.

Creative Learning Academy – This business has suffered due to the pandemic, anticipates increase in clients as school comes to an end and adults are returning to work. Funds to be used for operational expenses. Received a grant previous fiscal year.

Edge Designz – This business provides marketing supplies. Requesting \$5,000 to assist with stock and operation expenses.

The maximum allowable is \$10,000 and there is \$70,000 left in the overall budget.

Responding to a question from Member Candidate, the manager advised that all applicants must give an indication as to what funds will be used for during the application process and once approved provide confirmation of how funds were expended with supporting documentation.

Chair Harris joins the meeting.

Member Bass-Prieto would like to see a stipulation added that funds are expended within a certain amount of time (suggests 12 months). Other board members chimed in regarding the length of time and whether this was changing the game mid-stream, and if this would have a negative impact on the audit if funds were not expended and spent in the same audit year.

Attorney Brown clarified that adding this language would not affect an audit as there is no change in the qualification just in the administering.

Motion by Member Bass-Prieto to add a stipulation for administering funds, that funds should be expended within 12 months of receipt of funds, seconded by Chair Harris. After discussion Member Bass-Prieto amended her motion adding that any remaining funds at the end of 12 months would be returned to the CRA, motion carries 4-1 with Member Dowdell voting no.

Motion by Chair Harris to fund all three applicants, seconded by Member Sapp, motion carries 5-0. This leaves approximately \$48,000 in that line item and there are no pending applications at this time.

Grant Compliance Consultant

Staff provided a copy of the draft agreement to the Attorney, is recommending the Board authorize the Chairman to execute the agreement.

Attorney Brown recommends the following and requested additional opportunity to review the document:

- Add – Whereas, the QCRA wishes to engage Tammy Hamlet, Grant Compliance Consultant, **as an independent contractor**, to provide services ...
- Add – This agreement may be terminated by 30-day notice **for cause** or if the grant is terminated, **termination could be immediate without cause.**
- Add – **upon termination (with and without cause) no additional compensation would be granted.**

Member Sapp made some grammatical changes and provided the manager with those.

Manager Nixon/Attorney Brown explained that compensation is based on the completion of deliverables. Due dates for deliverables are outlined in the grant. Funds to pay consultant would be pulled down from line-of-credit as this is a \$2.4M reimbursable grant.

Motion by Member Sapp to allow the attorney to make changes to the document and return to the board at the next meeting, seconded by Chair Harris, motion carries 5-0.

Temporary Housing for Flood Victims

The manager is taking comments from the board on the document provided. No action was needed on this item which will be presented to the City Commission. The CRA board and attorney reviewed and made the following changes to document before being sent to the Commission.

- Section 1: The City of Quincy has dedicated funds in the amount of ~~\$350,000~~ \$50,000 of American Rescue Funds.
- The affected home must have damage that is the result of flooding which ~~will~~ must be documented by the Gadsden County Building Official.
- An evaluation of the affected property will be assessed.
- Grant award not to exceed \$5,000 per household.
- Primary residence must be deemed uninhabitable or inaccessible by the appropriate authority.
- Must demonstrate that the need can't be met through other means.
- Must demonstrate there is no or insufficient insurance to cover the cost.
- Must demonstrate that they do not have adequate resources to secure temporary housing at the time of the flooding event.

There was discussion on rental insurance, who payment would be issued to (property owner or occupant/renter).

Attorney Brown questioned if payment would go to owner or renter. The intent from the manager is that it would be to the inhabitant/tenant.

Attorney Brown suggested including a statement regarding "acts of God".

Member Sapp discussed a broader issue of properties that have been continuously been a problem, been part of study after study and no action has been taken. Suggests that there needs to be some action taken. If the properties are taken a look at you'll understand some of the issues being brought up by the citizens. Feels there has been neglect on the City's part to maintain/correct issues.

Board Member Comments

Chair Harris – Noted that the CRA Director has filled in on a couple of "City" situations and wanted to make sure this is known. Would like to compensate him in some fashion pointing out he is not obligated to help out. Motion by Chair Harris to give 16-24 hours of comp time if appropriate,

Member Bass-Prieto – None

Member Candidate – None

Member Dowdell – None

Member Sapp - None

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

Meeting adjourns at 6:06pm.