
Call to Order

Chair Dowdell called the meeting to order at 5:04pm.

The Quincy Community Redevelopment Agency Meeting of the Regular Board met on Tuesday, December 27, 2022, with the following present at roll call: Member Bass-Prieto, Member Canidate, Member Sapp

Attorney Brown and Member Harris are reported to be enroute.

Also in attendance:

Manager Nixon, Admin Pam Tribue

Approval of Agenda

Motion by Member Sapp to approve the agenda for the December 27, 2022 board meeting, seconded by Member Canidate, motion carries 4-0.

Approval of Minutes

Motion by Member Bass-Prieto to approve the October 11, 2022 Regular Board Meeting minutes, seconded by Member Sapp, motion carries 4-0.

Motion by Member Sapp to approve the November 1, 2022 Regular Board Meeting minutes, seconded by Member Bass-Prieto, motion carries 4-0.

CRA Manager Report

CRA Hometown Revitalization RFP

The QCRA requires professional engineering services and grant administration services as outlined in the successfully awarded Hometown Revitalization grant of \$2.9M. The professional services are necessary to facilitate design, project management and construction on the various downtown sites identified in the grant and to provide assistance with coordinating the permitting, reporting and grant-writing services for the overall completion of the project.

A Request for Proposal (RFP) was advertised and the results were provided by the manager. Upon review, Chair Dowdell asked who the four reviewers were. A discussion ensued as to whether it was appropriate/legal to disclose the names of the reviewers. *Motion by Member Sapp to table this item until Attorney Brown arrives to provide legal clarification, seconded by Member Bass-Prieto, motion carries 4-0.*

List of Homes in Extreme Disrepair Program

After reviewing dozens of applications and homes, the CRA staff has identified four eligible applicants for the program. In order to qualify the home must be salvageable, be owned and occupied by a senior citizen, and owners must have an income at or below the poverty levels set by US HUD or Florida Housing Finance Corporation.

Member Harris joins the meeting.

The manager confirmed that neither applicant has received funds previously. Due to the poor response from contractors, the manager wants to delay making a decision and try to get additional bids from local contractors.

Motion by Member Bass-Prieto to allow Director Nixon to go forth and secure additional bids for these four applicants for housing repair, seconded by Member Harris, motion carried 5-0.

Motion by Member Sapp to remove "CRA Hometown Revitalization RFP" from the table in order to discuss, seconded by Chair Dowdell, motion carried 5-0.

Manager Nixon recapped the current status of the CRA Hometown Revitalization RFP. After a short discussion it was *motioned by Member Sapp to retable this item until the arrival of Attorney Brown, seconded by Member Bass-Prieto, motion carried 5-0.* There was confusion at the arrival of Member Harris that prompted the motion to take the item off the table, Member Sapp recalled the original motion was to wait for Attorney Brown's arrival.

Attorney Brown joins the meeting.

Discussion returns to CRA Hometown Revitalization RFP as the motion indicated upon the arrival of attorney.

Attorney Brown was asked for his opinion on whether it is appropriate to release the names of the persons that evaluated the applications for the CRA Hometown Revitalization RFP. He indicated that he is not aware of any thing that restricts the release of the names of such persons. This is a public meeting and all information is open to the public.

Manager Nixon identified the evaluators as two City employees Juanita Brunson and Charles Hayes; a County employee Harold Barber; and a community member Denise Hanna.

Member Harris would like to see the actual applications instead of the evaluations. Feels this would give them an opportunity to review the applications first hand. There was concern on the large disparity in the numbers assigned.

Member Bass-Prieto is concerned for the lack of response to the RFP and reminded the board of their desire to stay out of the decision-making process.

Attorney Brown indicated that ultimately it is the board's decision to either accept the recommendation from the evaluators or otherwise indicating the reason to not follow the recommendation. If the latter is done it opens the door for scrutiny.

Member Harris repeated what he has said in the past, the board needs to create the criteria, have the options/applicants evaluated and the board steps aside.

Member Sapp agrees with looking at the applications because of the large disparity in scores; mentioned that the board should trust those selected to evaluate.

Member Candidate agrees with Member Sapp's comments.

Motion by Member Sapp to accept the recommendation of the review team for the qualified vendor and authorize staff to develop an agreement for services with the selected vendor, seconded by Member Bass-Prieto, motion carries 4-1 with Member Dowdell voting against the motion.

CRA Manager and Coordinator Positions

CRA Manager Nixon recapped the situation regarding the coordinator position.

There was discussion as to whether the position was still in the budget, as Member Harris recalled a return to the original structure that did not include a Coordinator.

Attorney Brown recalled that at the previous meeting he provided the board with a draft agreement with the CRA Manager for review, with the intent of discussing in detail at this meeting. He also mentioned the need for considerations on both parties sides to make it a valid contract.

Member Sapp suggested tabling this item to allow the attorney to do additional research as to whether the City Manager can serve as the CRA Manager.

Member Bass-Prieto asked if other items can use other options “for consideration” as it relates to the Manager’s contract.

Member Candidate asked if the board has considered utilizing a recruiting agency?

Motion by Member Bass-Prieto to table this item to the next meeting, seconded by Member Sapp, motion carried 5-0.

CRA Attorney Comments

Attorney Brown indicated he would have answer regarding the City Manager serving as CRA Manager.

Board Member Comments

Member Bass-Prieto – Wants to revisit the topic of expanding the CRA District.

Member Harris – None

Member Candidate – None

Member Sapp – None

Chair Dowdell – None

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

Meeting adjourns at 5:58pm.