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### **Call to Order**

Chair Bass-Prieto called the meeting to order at 5:03pm.

The Quincy Community Redevelopment Agency Meeting of the Regular Board met on Tuesday, August 8, 2023, with the following present at roll call: Member Sapp, Member Wood

### **Also in attendance:**

Manager Nixon, Attorney Brown, Admin Pam Tribue

### **Approval of Agenda**

*Motion by Member Wood to approve the agenda for the August 8, 2023 board meeting, seconded by Member Sapp, motion carries 3-0.*

### **CRA Proposed Budget Presentation**

Manager Nixon provided a budget showing the current year's budget with a projection to 9/30/2023 as well as proposed figures for the 2023-2024 budget year.

#### Advised that:

Director Carly is in the final transition of relocating. Working on final figures regarding TIF estimates.

City Attorney has been here since August 2013 (10 years) without a salary increase; he will be asking for an increase for next fiscal year.

Suggests a slight increase in funding for Tanyard Creek to make sure it is up to par.

Manager will provide a timeline as to when he anticipates completing the Neighborhood Improvement Grant and transitioning out of the position of CRA Manager.

- Regular salaries wages – no change from previous although the Manager is currently not receiving a salary as the CRA Manager. He also advised that he will provide a timeline for his relinquishing his role as the Manager. Per the previous agreement, the manager will serve as the CRA Manager until the completion of the R2P Grant.
- FICA & Retirement Contributions & Life Health Insurance – No change
- Contractual services - Increase to \$20,000. This is largely due to the Hometown Revitalization grant which is a reimbursable grant and will require various expenditures.
- Professional services – Slight increase in anticipation of an increase in attorney fees. The manager pointed out that Attorney Brown has not increased his fee in the 10 years he has served.
- Contingencies – Tanyard Creek – Slight increase of \$300, these funds are needed to maintain the Tanyard Creek property including the structure (house) there.
- Travel expenses – No change
- Gas Diesel – Reduced to zero
- Telephone – Increase of \$300 due to overall increase in rates.
- Bank charges – No change
- Other operating expenses - No change
- Training – Increase to \$1,500
- Legal ads recordings – No change
- Postage – No change
- Operating supplies – Reduction to \$5,000. Manager feels that there is an adequate amount of supplies on hand, reducing the need for the coming year.

- IT support – No change
- Administrative support services - No change; this is the agreement with City staff for services rendered such as payroll and HR services.
- Senior Energy EFF Program – No change  
The SEEP and Catalyst Projects were not used to their full potential this year. The goal is to remove all blue tarps.

**Member Nash joins the meeting.**

- Beautification projects – Increased to \$10,000 to allow for increased beautification along the Highway 90 corridor.
  - Chair Bass-Prieto would like to see the rusty sign frames removed and stated that if the CRA does landscaping the property owners to assist in maintenance
  - Member Nash expressed concern of the Helig-Meyers building. It is an eyesore and wonders if there are any plans related to this.
  - Chair Bass-Prieto suggested Code Enforcement be utilized to address the buildings going east on the North side of Highway 90.
  - Member Sapp expressed concern on the exterior of the T-shirt building suggested painting or at least pressure washing.
  - There is definitely a need to look at City Ordinances to ensure they address areas of concern.
- CRA Catalysts Projects – Increase to \$550,000
  - Energy Efficiency Program – Roofing program for low income families. There will be an application process as with other programs. This differs from the Senior Energy Efficiency Program.
  - Building Acquisitions/Renovations– The manager suggested that the board consider acquiring buildings. The owner of the Helig Myers building is asking \$110K and discussions are going on. He will consult with an engineer and architect on feasibility. Member Wood asked about the empty space in the Quality Meats Plaza and the old IGA building.
  - Small Business Grants – Sees this as a way to support brick and mortar buildings along the business corridor.
  - Capital Projects –
  - The overall bottom line is expected to change once the TIF funds are received.
- Office furniture equipment – No change.

**Attorney Comments**

- Mentioned that his ears perk up with the mention of Brownfields, this is definitely an area that needs to be avoided.

**Member Nash** – None

**Member Wood** – None

**Member Sapp** – Recognized Attorney Brown for his ten years of service to the Board and the citizens and applauded him for maintaining the integrity of the board. Looking forward to the removal of all blue tarps.

**Chair Bass-Prieto** – Continued the sentiments of the board as it relates to Attorney Brown's years of dedicated service.

*Motion to adjourn by Member Sapp, seconded by Member Wood, motion carries 4-0.*

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