

### **Call to Order**

Chairperson Flores called the meeting to order at 6:11 pm.

The Quincy Community Redevelopment Agency Advisory Board met on Thursday, September 25, 2025, with the following other members present at roll call: Member Gainous, Member Ware, Member Smith and Member Elmore

Member Howard joined via the phone and Member Rahman had a conflicting meeting. It was noted that although Member Howard was on the phone she would not be allowed to vote per statute.

***Motion by Member Smith to excuse Members Howard and Rahman, seconded by Member Elmore, motion carried 5-0.***

### **Also in attendance**

Manager Forehand, Attorney Brown, and Transcriptionist Pam Tribue

### **Approval of Agenda**

***Motion by Member Smith to approve the agenda as printed, seconded by Member Ware, motion carried 5-0.***

**Adoption of Minutes** (July 24, 2025, July 29, 2025, August 4, 2025, August 19, 2025 & August 28, 2025)

***Motion by Member Gainous to approve all minutes provided, seconded by Member Ware, motion carried 5-0.***

### **Old Business**

#### 2025-26 Proposed Budget

Manager Forehand presented the budget and asked the Advisory Board to provide any changes or recommendation to be forwarded to the regular board who will finalize the budget next week.

After discussion and input from the board members, the following recommendations were made via motion:

***Motion by Member Elmore to increase funding to \$300K for the Small Business Grant Program, seconded by Member Smith, motion carried 4-1 (Member Ware voted no).***

***Motion by Member Gainous to increase training line item to \$5K, Conference & Seminars line item to \$10K and increase travel expense line item to \$10K, seconded by Member Elmore, motion carried 5-0.***

***Motion by Member Gainous to increase the Professional Services line item to \$41K, seconded by Member Elmore, motion carried 5-0.*** This line item includes the attorney and other professional services engineering, architectural drawings, etc.)

***Motion by Member Gainous to change the Administrative Assistant to a full-time position, seconded by Member Elmore, motion carried 4-1 (Member Ware voted no).***

***Motion by Member Gainous to beautification/signage to the budget, seconded by Member Elmore, motion carried 5-0.***

Board members also asked for details on various expenditures including special events, rental (vehicle lease), IT operating expenses and administrative support services.

### **New Business**

#### **Suggestion List of Projects for 2025-26**

Manager Forehand explained that there is approximately \$1.2M in contingency funds that can be allocated to project(s). Board members were asked if they had any suggestions/ideas they wanted the regular board to consider. The board came up with the following recommendations:

- Additional funding for housing
- Fire substation
- Infrastructure
- Neighborhood revitalization including acquiring abandoned properties and demolition
- Signage/welcome signage and lighting
- Community gardens
- Downtown improvements

***Motion by Member Elmore to forward the above recommendations for Capital Projects to the regular advisory board for consideration, seconded by Member Smith, motion carried 5-0.***

#### **Suggestion to Change Advisory Board Meeting Day**

After discussion, the board agreed to change their monthly meeting day to the 2<sup>nd</sup> Thursday, this will allow time for the minutes to be transcribed prior to the regular boards meeting.

***Motion by Member Gainous to change the meeting day to the 2<sup>nd</sup> Thursday monthly @ 6:00 pm, seconded by Member Ware, motion carried 5-0.***

### **Attorney's Report**

Attorney Brown again suggested the board join the Florida Redevelopment Agency (FRA) for access to training, other activities by CRA boards and legal advice. Attorney Brown will investigate the cost of membership.

### **Manager's Report**

Manager Forehand mentioned the annual FRA meeting in mid-October 2025. She has registered but the deadline is approaching fast. Additionally the board would need to approve her travel and the travel of any board member that wished to attend. At least two advisory board members expressed interest in attending.

Board Member Ware was advised that the term for District 3 expires October 1, 2025. Commissioner Harris will be notified.

***Motion by Member Gainous to have the manager forward to the regular board prior to Monday and request funding for travel to the FRA conference in October 2025, seconded by Member Ware, motion carried 5-0.***

### **Audience Comments**

None

### **Board Members' Comments**

Member Ware said thanks for long meeting and asked if there are there any programs to be done in the next weeks, months, etc. Manager Forehand indicated it is up to the regular board.

Member Gainous stated it was a productive meeting.

Member Howard agreed it was a productive meeting, although it was long.

Member Smith asked the status of the FDLE investigation.

Member Elmore asked for the attorney to expedite the work needed by the manager to be able to move forward.

Chairperson Flores – Thanked everyone for their attendance and participation, wished them a good rest of the week.

***Motion by Member Smith to adjourn, seconded by Member Elmore, motion carried 5-0.***

**Meeting adjourned at 8:47 pm.**