
Call to Order

Chairperson Dr. Nash called the meeting to order at 6:05 pm.

The Quincy Community Redevelopment Agency Regular Board met on Tuesday, October 7, 2025, with the following other members present at roll call: Member Dr. Wood, Member Knight, and Member Harris

Motion by Chairperson Dr. Nash to excuse Member Stephens who is traveling and unable to join via Zoom as planned and Member Dr. Wood until her arrival, seconded by Member Knight, motion carries 3-0.

Member Dr. Wood joins the meeting.

Also in attendance:

Manager Forehand, Attorney Brown, Transcriptionist Pam Tribue

Approval of Agenda

Chairperson Dr. Nash noted the written addition under Old Business of Old Businesses Response, Member Knight asked that Community Projects be added to the agenda under new business and Member Dr. Wood asked to add Manager's Performance to new business. Member Knight also pointed out the date on the agenda needed to be updated to say October 7th not the 6th. ***Motion by Member Knight to approve the agenda with the necessary corrections and additions for the October 7, 2025 board meeting, seconded by Member Harris, motion carries 4-0.***

Approval of Minutes

The board was presented with 4 (four) sets of minutes and had not had the opportunity to review prior to the meeting. ***Motion by Member Dr. Wood to table the minutes until the next meeting, seconded by Member Harris, motion carries 4-0.***

Manager's Report

Old Business

Inspector's Contract - The manager stated the board has not approved the inspector's contract nor the master contractor's contract, as they are waiting on them from the attorney. Attorney Brown stated both are almost complete but he will finalize and have them ready by tomorrow.

Attorney's Invoices – Manager Forehand has not received the attorney's invoices. The attorney apologized for the delay; he has been working on a case for several weeks. He will complete them by Monday of next week.

Changes to Bylaws – The manager asked for an update from the attorney. He indicated the bylaws were approved but changes regarding the posting of notices and agendas still needs to be made.

Old Businesses Response – In response to the letter from Attorney Brown to the businesses that received a grant last year, she received information from the following businesses:

- | | |
|-----------------------------|---------------------------|
| - Creative Learning Academy | - The White Rabbit Market |
| - What a Blessing | - Bwembya's Market |

We previously received responses from Sweet Abayomi, JMJ Professional Security Agency, Stitch & Sew. This leaves six businesses that have not responded and Attorney Brown will follow-up with them.

Member Dr. Wood asked that a copy of all correspondence from business owners on how funds were spent be sent to the members of the board and the attorney.

Member Harris stated there are several items that should have been included under old that needed to be finalized. We never came back to discuss the small business assistance program, salary for administrative assistant and housing program. Manager Forehand stated as she recalled the board had not approved the business program, it was to be workshopped which did not happen because of a lack of a quorum. She further explained the old and new applications in her office. Member Harris stated this should have been on today's agenda along with the application and criteria. Community Projects –

Member Dr. Wood stated minutes exist for a reason, you go back to the minutes, you determine what was discussed in the previous meeting and anything that was not resolved would go on the next agenda. She further stated getting the agenda today, on the dais, is so many red flags. We should never get an agenda when we get here. That is not customary and it's not proper and it is disrespectful when we don't get these packages ahead of time. Stated we can't keep playing a merry-go-round. Several times we have asked or directed the manager to do something that hasn't gotten done. It then turns into a I didn't understand, I didn't know what you wanted, it didn't get done. There are one and a half people working in the CRA now and we aren't getting anything done. She asked what is being done every day? We have been discussing housing and small businesses for months. It has nothing to do with the board holding anything up, it is just that we have not been given what we've asked for.

Chairperson Dr. Nash had a correction that with the previous CRA Manager she complained about last minute minutes that we received last minute as well as other materials. So she can't blame that entire piece on the manager. Member Dr. Nash stated that if you had a problem with the previous manager, you should definitely have the now because we still are not getting the minutes. She stated it appears to be bias once again which the Chair denied.

Member Harris asked the board if they could take a recess and allow Mrs. Tribue the opportunity to pull and print the criteria and application and provide to the board. We need to look at these items, make some decisions and give direction to manager to get some things rolling and get some things done.

Motion by Member Knight to recess for ten minutes before we move on to new business. We can get this program solidified, voted on and sent out to the community as soon as possible, seconded by Member Dr. Wood, motion carried 3-1 (Nash voted no).

The board reconvenes and the board received copies of the criteria and application for the small business assistance program as well as the housing program.

Transcriptionist Tribue asked to make a comment. Ms. Tribue apologized to the board and Ms. Forehand regarding the delay of receiving the minutes. She stated she did not send the minutes to Ms. Forehand until Friday and Ms. Forehand stated she did not have time to review/edit them prior today's meeting.

Small Business Assistance Program – Member Harris stated what we have as the Small Business Assistance Grant Program is what we wanted to go back to using those funds from the previous fiscal year. He made the following recommendation for changes:

- Applications will be accepted on **October 9, 2025**.
- Under Eligibility Requirements #6. The business must have been in operation prior to **September 1, 2025**.
- Under Eligibility Requirements #8. Pledge in business for at **least 1-year**.
- Under Selection Criteria, last item. Recipients of this grant will not be considered for any new grant offered during **FY 2025-26**.

Member Knight suggested:

- Under Eligibility Requirements #9. Applicants must provide listing of all grant funds received ... within the past 13 months.

Changes to the application:

- Page 2/bottom. Business must remain in continuous operation for 1-year after grant award.

Chairperson Dr. Nash confirmed with the manager that she had already redone the form. She then asked about the allowable use of funds. What is illegal activities considered? The board decided not to expand on the statement feeling it was self-explanatory.

Member Knight asked how much was brought over from last year's budget. Member Harris recalls \$100K but the manager will verify.

Motion by Member Knight to approve the Small Business Assistance Grant program criteria and application with the necessary corrections, seconded by Member Harris, motion carried 3-1 (Nash votes no).

Member Harris asked Mrs. Tribue if the items provided were Word documents. Yes He then asked the attorney if after the changes are made, the board would need to come back and approve the edited document? The attorney did not know of a legal reason to come back and approve the document as the board was very clear about the changes they wanted to be made. Mrs. Tribue was directed to make the changes to the application, criteria and post on the CRA website on Thursday, October 9th.

Attorney Brown recommended that the board add a closing date. After discussion. ***Motion by Member Harris to set a closing date of October 27, 2025 at 5:00pm, seconded by Member Knight, motion carried 4-0.***

Housing Repair Update

Member Harris stated this a program that the board agreed to fund those applicants who applied previously for home repairs. We cannot make any changes to this because we are not accepting any new applications. We are trying to fund those applicants under this program as it was written. Attorney Brown pointed out this was approved during the August 5th meeting. All applicants are eligible; shouldn't be ineligible due to receiving funds in the past 5 years, which was discussed but the application actually stated 13 months. All applicants must be served.

Member Knight stated when it comes to these types of programs and helping our community, he wants to be able to have as much funds available to people as possible. His primary goal is to do different activities within our community. He asked how many people actually applied and how much funds are available.

Member Harris recalled around 61 applicants with a maximum of \$10,000 ea., understanding that the needs will vary and may not be \$10,000. Attorney Brown stated that was one of the issues when it was approved. The applications were out of order so the Board decided to do all of them. If that changes, a new program would have to be created.

Member Knight asked what the next step is/when can we expect this program to be implemented for our citizens?

Manager Forehand stated there are some other things that need to be completed before we get started including the inspector's contract, documentation as to whether or not it is a matching grant, where the houses are, what work is to be done, and how much it will cost.

Member Dr. Wood stated that some of this work has already been done. Manager Forehand said no. They have not determined what they want to be done or how much it would cost; the inspector will take care of this once his contract is approved. Member Dr. Wood asked for the timeframe on this. The manager stated it is up to the attorney.

Attorney Brown stated the contract can be done by tomorrow. He thought the applications had already been reviewed and approved for things like making sure the person(s) was 80% of adjusted medium income and what work needs to be done.

Member Dr. Wood recalled a spreadsheet prepared by the manager that had much if not all of the information mentioned. She is a little confused but if the contract for the inspector is done tomorrow, what would be the next step? The manager stated the contract would then need to be approved by the board at the next meeting or a special meeting. Attorney Brown indicated it would need to be approved because of the change in the fees. He stated there was no written contract previously but it was agreed by the board to pay him a total of \$300 for the pre and post inspections. The contract he is reviewing was initially prepared by Ms. Forehand and he is making necessary changes. The contract also included specifics as to what was to be done by Mr. Tribue and an additional fee of \$50 for another mid-project inspection.

Member Harris

- Asked who made the decision to change the fee schedule. Was this a request from Mr. Tribue? We have used his services for several years and the board has been pleased.
- Stated the fee schedule needs to be approved by the board.
- Could we continue under the old contract until the new contract is approved?

Attorney Brown does not recall a formal contract in the past, just an agreement for the tasks and the fees. Member Harris asked why they are delaying the process of getting the work done. Manager Forehand chimed in to say she does not know what the agreement was before but it is prudent that she knows what is expected of him and what he can expect from her (the board). They agreed on a pre, post and mid inspection at a charge of \$175, \$175 and \$50, respectively.

Member Dr. Wood stated she is confused. Who decided on what amount to pay for the services? Did the board agree? Who should make those decisions? The CRA Manager? The CRA Board? Should the manager be making those decisions without bringing it to the board?

Attorney Brown indicated he was reviewing the contract for legality and he was under the impression that the manager would be bringing it back to the board for approval.

There was continued discussion on the contract contents.

Motion by Member Harris to approve \$350 as payment for inspector with the same conditions as previous agreement (pre-write-up & post-inspection), seconded by Member Dr. Wood,

Manager Forehand stated that pointed out she and Mr. Tribue met and composed the contract. It was his idea that a contract be done as it had not been done before. He is in full agreement.

motion carried 4-0.

Member Harris clarified that all old applicants have already been vetted, had been determined to be eligible and none had a match necessary based on AML. He asked Manager Forehand if any of the applicants had been deemed ineligible for anything other than they have had work done in the past 5 years. Manager Forehand stated she does not recall any that would be ineligible.

Because of what seems to be uncertainty, Attorney Brown wants to make sure all the applicants have been vetted, that each one meets the criteria. He does not recall this list being voted on before.

Member Harris asked Ms. Forehand to provide a copy of the spreadsheet from before, so that the board can review and finalize to move forward. The manager indicated she would not be able to pull that information tonight as it is a document prepared by her administrative assistant.

Motion by Member Harris for a special meeting on Tuesday, October 14, 2025 at 5:30pm to approve the list for houses, seconded by Chairperson Dr. Nash, motion carried 4-0.

Administrative Assistant Salary

After discussion it was noted that this item was addressed during the budget hearing. The board agreed to 20 hours per week at \$17 per hour. Member Harris stated he would address this in his comments

New Business

Attorney's Contract Expires

Chairperson Dr. Nash pointed out the attorney's contract has expired. Attorney Brown stated it was entered into on April 16, 2025 and was for a six-month period, making it expire on October 16, 2025.

Member Harris asked Attorney Brown what the usual term of his contracts are? The attorney explained that his previous agreement with the CRA was open-ended and when entering contracts outside of the CRA they are at a minimum one-year and generally two to three-years.

Motion by Member Harris to enter into a three-year contract with Attorney Brown using the same terms he is currently working under, seconded by Member Dr. Wood,

Discussion

- Member Dr. Nash would like to see the contract.
- Member Harris stated he has never had a problem with the attorney and the work for the CRA.
- Member Knight asked for a start and end date.

Member Harris amended the motion to include a start date of October 6, 2025 and an end date of October 6, 2026, amendment accepted by second Member Dr. Wood, motion carried 3 – 1 (Dr. Nash voted no).

Community Projects

Member Knight would like to solicit ideas from the other board members for community projects. Chairperson Dr. Nash indicated she is waiting to hear back from the people in her district.

Member Harris suggests a special meeting to work through capital projects. Ms. Tribue will poll the board for availability next week.

Manager's Performance

Member Dr. Wood stated that September 30th has gone and the board needs to set-up a meeting to go over the performance. Based on the contract, we need to create an evaluation tool for the manager. She also made the following comments/requests:

- She asked again that the board have an agenda and materials posted on the website for the public and the board members (seven days prior).
- Copies are made available to the audience
- Determine the cost of having the meetings broadcast.
- That the board receive the original minutes from Ms. Tribue. Any changes should be reflected in red on the final product for the board. Manager Forehand stated that any edits from her do not change the content/meaning, there may be grammatical or spelling corrections.
- Asked that the manager have access to any documents the administrative assistant is working on. Manager Forehand stated she knows how to access the information she just can't readily give it to you on the spot just because you ask for it. Some of the things that the administrative assistant does, she is aware but doesn't have access to them.
- Ask the manager to review the minutes for incomplete items and list them under old business.
- Inquired about the status of the cameras for the Community Policing program. The manager has not seen the amount deducted from the account but she did receive the invoices and forward to Finance. The vendor wants to be paid in advance.
- When we do have a special meeting let's discuss what we are doing with those projects already approved (i.e., GCDC, Gadsden Arts Center, etc.). This can be done at one of our special meetings.

Chairperson Dr. Nash added the need to have performance evaluations for the attorney and the transcriptionist.

Attorney's Comments

Attorney Brown reminded the board that only items listed on the notice for a special meeting can be discussed. This is in reference to the upcoming meeting on October 14th.

Audience Comments

None

Manager's Comments

Manager Forehand distributed a resignation letter from Administrative Assistant Veronica Ashley.

The manager then delivered a scripted speech that covered her experience as the CRA Manager. Highlights:

- "I didn't take this job for prestige or for money. I accepted this position to make a difference."
- "A few responsible people warned me about what I might encounter, but I needed to see what I might encounter."
- "This agency should be a place where collaboration, accountability and vision can thrive but too often it's become a space clouded by agendas and exceptions, creating chaos."

- “I’m not new to the game. I’m not trying to build a legacy. Let the work I’ve done speak for me.”
- “I take pride in leading with integrity. That means I cannot and will not compromise my faith for the sake of comfort or conformity. I will not participate in practices that put personal interests before public trust, and I will not execute assignments or do any work, co-sign any past practices that cannot stand the scrutiny of an audit or invite investigations by law enforcement.”
- “With the volunteer help I had, we worked diligently to reset the trajectory and rebuild the CRA.”
- “We rebranded the agency to reflect a new image with a new approach that will help the CRA overcome its in-battle history. Despite this approval, the board has rejected all material that was produced under the new brand, reverting to outdated materials undermining efforts.”
- “All of the past CRA managers’ practices are being questioned, and I say all of them. At this point, at this junction, I’m going to say that I would like for the attorney to start an investigation into the activities of the prior manager Regina Davis and the activities that I uncovered during that period of time as to what CRA money was used for.”
- “I’ve had enough. Thank you.”

Board Members’ Comments

Member Knight – Asked if we can post items on the City’s website (application & notices) and set a deadline of October 14th to discuss Community Projects.

Motion by Member Knight to add Community Projects to the Special Meeting scheduled for October 14th at 5:30 pm, seconded by Member Harris, motion carried 4-0.

Member Harris

- Thanked the board members for the progress made on the two projects.
- Stated the salary for the Administrative Assistant should be included in the advertisement.
- Confirmed with Ms. Forehand that her comments were a resignation. Ms. Forehand stated Yes.

Motion by Member Harris to add CRA Manager position to the October 14th special meeting and change the time to 5:30 pm, seconded by Member Dr. Wood, motion carried 4-0.

Member Dr. Wood

- Very pleased in the progress made tonight with the housing and small business programs.
- Will not delve into negative items although she has received negative comments from the manager.
- This (manager’s resignation) will not delay the progress.
- Feels that if anyone does not want to be here, they shouldn’t be.
- Stated when working for a board there are things to be done.
- Asked citizens to hang in there.

Manager Forehand stated the CRA is not a housing program; it’s not designed to fund individual houses. It should do neighborhood revitalization to remove slum and blight. Only sees one project done by the CRA to date as a true CRA project and that is Tanyard Creek.

Chair Dr. Nash – None

Motion to adjourn by Member Knight, seconded by Member Dr. Wood, motion carries 4-0.

Meeting adjourns at 8:54 pm.