

### Call to Order

Chairperson Dr. Nash called the meeting to order at 6:06pm.

The Quincy Community Redevelopment Agency Regular and Advisory Boards met on Wednesday, November 12, 2025, with the following other members present at roll call:

#### Regular Board

Member Dr. Wood  
Member Knight  
Member Stephens

#### Advisory Board

Member Gainous  
Member Flores  
Member Rahman

### Also in attendance:

Manager Davis, Attorney Brown and Transcriptionist Pam Tribue

### Approval of Agenda

*Motion by Member Stephens to approve the agenda, seconded by Member Rahman, motion carried 7-0.*

### Introduction of Members

Members were given an opportunity to introduce themselves and share the district they represent.

### Purpose of Workshop

The CRA budget for fiscal year 2025-26 has been approved however there are sections where funds have been put as a place holder. Felt it would be a great idea for both boards to come together and strategize as to what types of programs the CRA should undertake.

### Topics for Discussion

#### Florida Sunshine Law Responsibilities and Requirements

The manager asked attorney Brown to provide a brief summary of the Florida Sunshine Law. She also feels that board training is something that should be considered later on.

### **Member Rowan-Smith joins the meeting.**

Attorney Brown shared a brief recap of the law:

- Two members cannot discuss anything that has come or may come before the board.
- Members also cannot use a go-between to share information back and forth between members.
- Noted that violation is subject to prosecution.
- Based on a question from the audience, the attorney suggested that if two members are coincidentally at the same location, that they invited another person to join them and be able to confirm they were not discussing CRA business.

Not directly related to the sunshine law, Member Rahman asked if there were any current guidelines governing behavior concerns or threats from board members. Attorney Brown indicated this is something that will be addressed in the bylaws pending approval. Chairperson Dr. Nash reminded everyone that there is an expected standard of decorum in all meetings as well as respect and fairness.

Member Gainous asked if at-large members' term is tied to who appointed them. Attorney Brown answered that advisory board members are appointed for a term and approved by the commission. Their term would not end because the manager that selected them is no longer there. The attorney will do a little more research to ensure clarity on this. He will also look into the terms for at-large members.

Mr. Gainous also asked if it was acceptable for audience members to record and post meetings on social media sites? Attorney Brown stated this is not a violation as the meetings are public. As long as the person recording is not disruptive it is allowed. There is no expectation of privacy at a public meeting.

#### 2025-2026 Budget

Manager Davis asked for direction on several budget items that were not spent last fiscal year including GCDC, MainStreet support and QCRA Small Business Grant. The board needs to decide if these funds will be spent or re-allocated. She further explained the board has approximately \$1.2M in a contingency fund and have not been earmarked for anything specifically. The boards need to discuss what you'd like to see in your programs. Do you want to continue with housing rehab, new construction, loans, etc. Now you have the budget in front of you and conversation can start on how you want to move forward.

Member Dr. Wood asked for clarification on the money that was rolled over.

Funds were rolled over for the following:

- GCDC Support
- MainStreet Support
- Business Grant
- Infrastructure Projects
- Hometown Revitalization
- Efficiency Program
- Community Policing

Funds for these projects cannot be reallocated but funds can be added.

Discussion continued regarding housing needs. This goal is to address quality of living, increase property values and concurrently increase TIF funding.

Member Dr. Wood mentioned the condition of the roads in her district. Infrastructure needs to be addressed throughout all the districts. Suggests more money be put on infrastructure and they have made a pretty good start on housing. Member Flores asked about a waiting list for housing repairs. Member Stephens recapped that currently we have more applications than we have funds budgeted for. Recommended moving \$140K from the contingency funds to cover additional homes in the housing program. There was also a discussion on doing a bond issue to assist with funding.

This year's budget priorities is completing the current housing program and then making a significant impact on infrastructure.

The manager shared that the City Manager has indicated a list of road repair needs, for the CRA District, is being compiled. She will present this list when completed and the board can then discuss the next course of action whether that be bond issues and/or current budget. Chairperson Dr. Nash suggested that each board member prepare a critical needs list for their district which can be compared to the City Manager's list.

Member Knight likes the direction of the conversation but wanted to mention beautification and signage. He also reminded the board of the limitations of the current \$1.2M budget. This led to a discussion of other funds available.

### **Member Harris joins the meeting.**

Manager Davis asked about the Hometown Revitalization Support. Those funds will be used and at some point reimbursed. Finance Director Daniels explained that the direct pay does not directly the vendors but to the City. Once an invoice is received from the vendor it can be sent directly to the grant provider for payment. The City no longer has to provide cancelled checks and request reimbursement. Because this process can be long, the City will issue payments to the vendors and get reimbursed by the grant provider.

- Attorney Brown recalled a line of credit previously established to cover expenses pending reimbursement. Because of the delay in the project, access to it has expired.
- Member Stephens suggested those funds remain in the line item to cover expenses and to replenish the funds when reimbursed by the state.
- The grant is scheduled to end September 2026 at which time the board can how they want to reallocate those funds.

There was then discussion on the entry points to the City that are within the district as the boundaries currently exist. They agreed that a focus on highway 267 would be practical as this is where the most traffic is. Member Knight encouraged the board to focus on the area surrounding an interstate exit. It was clarified that there is a need for sewer in those areas as some degree of the electrical part has been initiated. This led to a discussion of expanding the boundaries of the CRA.

Attorney Brown pointed out that according to Statue 163.387, CRAs were established for 30 years unless amended. The Quincy CRA was created in 2000 thus coming up on our expiration date. He suggests the board consider expanding its term (ref Statute 163.3755). He explained this could be done by Resolution of the City Commission. This will allow the CRA time to complete some of the lofty goals they are considering.

### **Housing Program**

Manager Davis stated that the contingency is \$1.2M. She recommended moving \$140K from the contingency funds to cover additional homes in the housing program and asked if the board was considering additional housing projects for this fiscal year/where funds would be take from. Member Stephens recapped that currently we have more applications than we have funds budgeted for. For those 11 applicants that did not qualify, they should receive a letter stating why and referring them to the Property Appraiser's Office for information on Homestead Exemption.

### **Business Assistance Program**

The manager has reviewed all applications and should have letters to applicants available by the 19<sup>th</sup>. Will get with the attorney for language on the landlord permission letter and good faith pledge. The board agreed at least one letter needs to go out confirming receipt of their application and request any additional information. Based on the October 27<sup>th</sup> deadline no additional applications are being accepted unless the board wants to consider starting a waiting list.

It was noted that due to the turnover in management there may have been some confusion as to where applications could be picked up and/or dropped off. The prior manager's contact information was the only information provided on the application sand website.

Member Harris asked how much funding was set aside for this project. Manager Davis indicated \$100,000 but would do some research in the minutes and with Finance as she believed that number should be \$200,000.

#### Quincy CRA-City Owned Properties Program

This item was tabled from the July meeting. There has been lots of discussion on City owned lots of which some are within the CRA District. The manager feels it would benefit the City and CRA if those lots within the district are identified and consideration given to what industry is best suited for it and possibly put it out for bids. Opportunity to reduce slum and blithe and increase TIF dollars.

Attorney Brown indicated there are no restrictions on use of properties purchased from the City as it increases economic development in addition to the removal of slum and blithe.

Chairperson Dr. Nash suggested a workshop to review the list of properties to be obtained from the City and have discussion on options to move forward. Other funding options will also be considered such as Brownfield Grants, etc.

There was mention of the Helig Meyers downtown and the old cow hide property on Pat Thomas Parkway. Establishing partnerships with strict guidelines that protect the district.

#### Youth Programs

Her thought/question is how we have a positive influence on at risk youth. Developing programs where they are involved in seeing how things run in the City, how they can be involved and perhaps being a part of that future, would encourage them.

Programs discussed included Community Ambassadors, Youth Build, Explorers and Code Ambassadors.

Chairperson Dr. Nash stated that there have been programs in the past for whatever reason did not last. Suggests accountability, structured framework and impact studies.

Member Harris agrees with the Chairs comments and mentioned the City's summer work program that he feels needs to be reviewed and revised to provide the professional experience that is needed.

Member Dr. Wood agreed to have the right structure for youth to receive training. Partnering with the right people is key and the right framework is critical.

Member Gainous mentioned the "Growing to be a Man" program, he considers it a great group that is doing positive things. He also mentioned a program at a local school that focuses on females as well. Partnering with already established programs should be considered.

Member Stephens agreed with the thought process and offered some suggestions (i.e., working with the local technical school).

This will definitely be addressed at a future workshop.

#### **Audience Comments**

None

#### **CRA Manager Comments/Updates**

FDLE – The requested information has been gathered and will be picked up tomorrow.

Future Workshops (topics to include)

- City lots
- Youth Programs
- Sunshine Law training
- Budget discussion regarding programs for contingency dollars, including \$140K for housing.

**CRA Attorney Comments**

Attorney Brown stated that in order to extend the terms of the CRA it requires a Resolution from the City.

**CRA Clerk Comments**

None

**Board Member Comments**

Member Harris – None

Member Knight – None

Member Dr. Wood – Expressed her thanks to all that attended and Ms. Davis.

Member Gainous – Great meeting and excited about moving forward.

Member Flores – Welcomed Ms. Davis and thanked the regular board for being inclusive.

Member Rowan-Smith – Good meeting.

Member Stephens – Suggested quarterly meetings with the advisory board.

Chairperson Dr. Nash – None

**Meeting Adjourned 8:20pm.**