
Call to Order

Chairperson Flores called the meeting to order at 6:00pm.

The Quincy Community Redevelopment Agency Advisory Board met Thursday, January 8, 2026, with the following other members present at roll call: Member Howard, Member Gainous, Member Ware, Member Rowan-Smith and Member Rahman.

Also in attendance:

Interim CRA Manager Davis, Attorney Brown (via phone), Transcriptionist Pam Tribue

Approval of Agenda

Motion by Member Gainous to approve the agenda, seconded by Member Ware, motion carried 6-0.

Approval of Minutes

The manager did not provide any minutes for approval. Transcriptionist Tribue will resend the last minutes to the manager and they will be added to the next meeting agenda.

Financial Report

As of the November 30, 2025 statement, the beginning balance was \$2,464,616.24. There were zero deposits and five checks/debits in the amount \$11,969.16; there was interest paid in the amount of \$0.00, leaving an ending balance of \$2,452,647.08. **Old Business:**

Old Business

Bylaws

The bylaws have been updated and approved; will be added to the website.

Housing Assistance Program

- Letters sent to applicants outside CRA district or without homestead status, those applicants do not qualify.
- Inspections underway by Field Inspector Marvin Tribue. Six completed, repairs estimated at \$40-80K per home.
- Due to limited funds the focus will be on energy efficiency (windows, doors, insulation and roofs).

Small Business Assistance Program

- Manager Davis suggested moving funds previously designated to the Gadsden County Development Council (GCDC) to the Gadsden County Chamber of Commerce.
- Applicant needs include signage, inventory and building repairs.
- Chamber of Commerce is proposing to administer funds, collect invoices, disperse payments, provide training and track outcomes

QPD Cameras

The cameras have been received and have been placed strategically in the CRA District. There is currently \$70K left in the budget for Community Policing.

2023-2024 Audit

- The CRA portion is complete; the City’s audit has not been filed, delaying submission to the state.
- January 15th is the deadline for submission. The manager will follow-up with the auditor, explore special meeting and schedule closeout discussion.
- Future option to issue CRAs audit separately may be explored with City approval.

FDLE Investigation

- Manager is awaiting update, investigator has been contacted. Noted that the “215” is a City matter, separate from the CRA.

Security Cameras

The cameras were purchased last year, their location has not been disclosed. Current budget in Community Policing is \$70,000.

2025-2026 Approved Budget

- Revenues include CRA TIF funds.
- Staffing is 1.5 FTE (full-time manager, half-time administrative assistant, no coordinator)
- Administrative support services line item is \$20K; proposed increase to \$50K via amended interlocal agreement to cover streaming, IT and city services.
- Travel budget is minimal.
- The manager is looking to realign the budget without increase to the bottom line.
- Considering the reallocation of \$30K from the GCDC line item to the Chamber of Commerce.
- Main Street support is set at \$60K; the board is scheduling a meeting with them to align vision and partnership terms prior to funding.
- Small business grant increased from \$100k to \$200K.
- There is still \$70K available in the community policing line item

2025-2026 Priorities

- Infrastructure
 - Storm water Improvements & Flood Mitigation Request for Funding – Several areas within the CRA district experience chronic flooding due to obstructed or inadequate stormwater conveyance systems. It is proposed to fund storm water drainage retrofitting and flood mitigation activities, including ditch clearing, debris removal, and restoration of drainage flow capacity. Board approved up to \$250K.
 - Streets and ADA Compliance Request for Funding – Deteriorated roadways and inaccessible intersections within the district contribute to unsafe conditions, reduced walkability, limited mobility and diminished economic activity, negatively impacting redevelopment efforts. Proposed activity includes street paving and ADA intersection improvements. Board approved up to \$215K
 - Demolition of 502 Pat Thomas Highway – This property has been vacant for a number of years and is currently underutilized. The site was previously used as a tannery. A Phase I Environmental Site Assessment is currently being conducted to identify any recognized environmental conditions or potential contaminants. Board approved up to \$140K for demolition.
- Tanyard Creek
 - The requirements from the Florida Communities are not being met, including maintenance of the house, having a sub-station and holding environmental classes.
 - The Monroe house needs repair including termite damage.
 - The amphitheater has termite damage as well and needs other repairs.
 - The manager has visions for events and activities there to support economic development.

- Beautification
 - Implement wayfinding entrance signs per downtown master plan.
 - Establish contract with non-profit to assist Public Works with cemetery cleaning, yard maintenance and park upkeep.
 - Suggested business decals and project signage to show ongoing improvements.

Funding Request for RD Edwards Building

- The CRA regular board declined to fund this request for a generator.
- The board asked that consideration be given to relocating the police department to another City owned building.

Discussion Items

- Advisory Board At-Large Position – Ms. Elmore has resigned for her position on the advisory board and the manager is looking for recommendations for a replacement. She is considering adding a young adult/youth to the board.
- Enhancing Utilization of CRA Advisory Board
The manager looking for ways the advisory board can get more involved with the community and share that information with the regular board. Members to focus on sectors (education, juvenile justice, nonprofits) to gather updates and increase visibility. Cautioned to avoid deliberation outside of proper notice (Sunshine Law).
- Board Training
 - The manager reached out to the Florida Redevelopment Association about in person training. They do in-person training for a fee but require 75 participants.
 - The manager will look into the cost of training offered by FRA.
 - Mentioned a Government Leading Training option to be offered by the Chamber of Commerce.
- Other
 - Develop a community resource guide for food pantries, senior services and nonprofit contacts.
 - Seasonal and emergency support planning.
 - Promote youth development and program standards.
 - Process timing and decision flow with regular board. Concerned that regular board decisions precede advisory input.
 - Board training options and budget planning.
 - CRA Plan alignment and spending authorization. Attorney Brown noted that expenditures must be legally authorized, included in the CRA Plan and aligned with the budget. Recommends the CRA Plan be amended to reflect current priorities and enable lawful spending

Comments

CRA Manager Comments

None

CRA Attorney Comments

Attorney Brown further explained his legal opinion is that this item is not included in the current CRA Plan and therefore not an allowable expense. Statutorily the project is questionable (Chap. 163.370), which is strict about financing police buildings and requires a direct link to community policing, which the generator does not fit into.

Noted that expenditures must be legally authorized, included in the CRA plan and align with the budget.

Transcriptionist Comments

Reminded the board that the meeting is being recorded and that overlapping conversations make minute taking and transcription difficult.

Advisory Board Member Comments

Member Ware – None

Member Smith – None

Member Rahman – None

Member Howard

Wished everyone a Happy New Year and enjoyed the meeting.

Member Gainous

Thankful for the progress being made due to the work of Interim Manager Davis.

Chairperson Flores

- Again welcomed Ms. Davis as the interim manager. Loves the new breath of fresh ideas and direction.
- Thanked the other board members for their presence and input.

Audience Comments

Michael Clary stated he is pleased to see advisory board being more active.

Motion to adjourn by Member Ware, seconded by Member Howard, motion carries 6-0.

Meeting adjourns.