

CRA Regular Board
Quincy City Hall Chambers
Quincy, Florida

Regular Meeting
December 13, 2011
5:00 P.M.

The CRA Regular Board met in a Regular Session on Tuesday, December 13, 2011 at 5:00 P.M. Chairman Derrick Elias called the meeting to order.

Present:

Board Members: Larry Edwards, Keith Dowdell, Angela Sapp, Andy Gay and Chairman Derrick Elias

Also Present:

CRA Manager Charles J. Hayes
CRA Attorney Larry K. White

Approval of the Agenda:

It was motioned to approve the Agenda for the CRA Regular Board Meeting dated Tuesday, December 13, 2011. Board Member Dowdell made the Motion and Board Member Edwards seconded the Motion. Votes were Unanimous. Motion Carried.

Approval of the Minutes:

Board Member Gay made the motion to approve the CRA Regular Board minutes dated November 08, 2011 with any necessary corrections. Board Member Dowdell seconded the motion. Votes were Unanimous. Motion Carried.

Status of TanYard Creek Park:

Mr. Hayes presented to the Board with an overview of the expenditures for Tanyard Creek he reminded the board that the City was successful in obtaining grant funds through the State of Florida Department of Environmental Protection in the amount of \$137,000 and the Florida Department of Community Affairs in the amount of \$750,000. Mr. Hayes also add that additional sources were identified and approved by the Board which included 1) budgeting \$100k contingent out of the FY 2009/2010 CRA Budget; and 2) a bank loan in the amount of \$350,000 from Regions Bank which totaled \$1,337,000. Mr. Hayes noted that the total of all sources there would be a surplus of \$53,994. Mr. Hayes mentioned the total amount spent on the project to date was \$1,247,817-with outstanding invoices or items to be paid (\$243,533.49) total. \$1,491,350.49 which brings the TanYard Creek Park project over budgeted by \$154,350.49. Chairman Elias asked Mr. Hayes was \$154,350.49 included in the loan that was taken out. Mr. Hayes responded that the amount stated was included in the loan. Board Member Gays asked was \$100k that was approved by the Board included in the overage. Mr. Hayes responded that this did not include the \$100k out of the Contingency line item. Mr. Hayes continues on to list the expenses that caused the budget overage: adding underground electrical wiring for phase IA \$3,256.80; Changing light from wooden poles to the metal fixture \$25,024.00; City Utility Dept. requiring a manhole \$8,027.00; additional sod ding /construction of manhole \$6,325.00; Amphitheatre additional cost \$36,004.65; raising the Stage of Amphitheatre to 4" \$38,364.00; Fred Fox Administrative Fees \$37,000-which bring the expense total to \$154,001.45. Mr. Hayes mentioned to the Board that the expense total maybe less than the amount listed because he have not had his final walk through with the Engineers and there should be some deducts from the park. Board Member Sapp asked what's the different in the additional cost for the Amphitheatre and raising the stage of the Amphitheatre to 4". Mr. Hayes stated the Amphitheatre increased in size; and the structure surface was increased from the original 19ft to 35ft. Board Member Dowdell asked Mr. Hayes to explain the structure of the Amphitheatre. Mr. Hayes stated that the original structure of the theatre was an apex structure. Mr. Hayes continued stating that the City still owe North Florida Construction approximately \$243,533.49 without the credits or deducts anticipated from the Contractor. Board Member Andy Gay asked was the funds that are due to North Florida Construction all from the Grant money. Mr. Hayes stated no. Board

Member Gay asked was the funds in the account to pay North Florida Construction and is all the other expenses within budget. Mr. Hayes responded that as it stand the funds are not in the account to pay North Florida Construction and yes all the other expenses are within budget. Mr. Hayes stated to the Board that the FY 2009/2010 CRA budgeted funds were not encumbered for project uses as provided by the budget. Mr. Hayes noted that the (\$100,000) was not allocated into the budget where there should have been a Park line item in the budget. Mr. Hayes recalls Commissioner Cook stating to the Board the need to put a \$100,000 extra into the budget to cover any additional cost for the park. Mr. Hayes recommended some options to the Board to makes these funds available; the CRA Board current budget must be amended. In Addition, the CRA Board must allocate addition funds in the amount of \$154,350.49. Mr. Hayes suggested to the Board 1) amend the current budget to reflect the FY 2009/2010 encumbrance of \$100,000. 2) Seek additional funds from the City of Quincy with a 3 year repayment plan and 3) Give staff permission to seek additional funds through Regions Bank. Chairman Elias asked is the funds (\$100,000) that CRA can encumber in the budget. Mr. Hayes stated the funds are not in this year budget. Chairman Elias questioned how can the Board address funds that are not in the Budget? Mr. Hayes stated that he has listed a numerous of options which include: the funds that would have to be reallocated by cutting programs; or by not paying the loan back within the year. Ms. Moore was called to the podium. Board Member Dowdell asked Ms. Moore, how did the Board pay funds that were already obligated to the park and the funds did not encumber back into this year budget? Ms. Moore stated that she was not exactly sure of what the answer is to Board Member Dowdell question -because she was not sure of what was said of how the funds (\$100,000) got moved into TanYard Creek (\$350,000) line item. Mr. Hayes stated that the staff forgot to budget the \$100,000 into this year budget, however funds could be possible move down to repay the loan back within one year or suspend some of the other projects including the housing program. Ms. Moore stated to the Board that her initial question would be whether or not the City has expensed the funds for TanYard Creek. Ms. Moore continues to state that she would have to go back to see what were charge against that line or see where the City stand as far as the expenditures that would be available to be rolled over in that line item. Ms. Moore noted that Mr. Hayes had mentioned to her that there may be some coding issues charged toward that account. Ms. Moore noted that once she can clear the coding issue-she then can go back and inform the Board of what portion that maybe coming out. Chairman Elias asked Ms. Moore how long is the process to determine if the funds have been expended. Ms. Moore explained to the Board that this is actually a joint effort however; whenever a department submits an item for processing a payment she reviews the request to see if it's reasonable-if it's a reasonable request she will process the request. Ms. Moore continues to state that it is the department responsibility to make sure that the coding is correct. Board Member Edwards asked was that the bottom figure the City owes (\$154,350.49). Mr. Hayes stated that was the all that the City owes as far as the overage. Chairman Elias stated until the Board get a concrete figure-he do not see how the Board could vote on anything. Board Member Gay applauded the Board for having the foresight of the park and stated that as a Board they knew that the TanYard Creek Park Project would run over budget, however there are Contractors that have to be paid, and this issue need to be resolved. Board Member Gay carried on to state that the City have a park that they all are proud of and they need to figure out how they are going to find additional funds to pay the overage. Board Member Gay asked Mr. Hayes was the total amount to satisfy expense for the park \$154,350.49. Mr. Hayes stated yes. Board Member Gay directed his next question to Ms. Moore, asking her, what her suggestions are as the Finance Director of the City of Quincy. Ms. Moore stated to the Board, if all feasible restructuring the loan that the City already have will be the most logic direction to take. Board Member Gay stated to the Board that from his understanding that the loan with Regions Bank is a three year loan, however the Board voted to repay the loan back within a year. Board Member Gay asked Ms. Moore instead of making triple payments to Regions Bank and repaying the loan back within a year, would it be a better suggestion to repay the loan back within three years. Ms. Moore stated that would be an option for the Board to take. Board Member Gay stated to the Board that he feel like this is a more feasible option to take because the board would not have to borrow any more money and the funds are already budgeted. Board Member Dowdell stated to the Board that he still have concerns about the four houses that has not been done. **Board Member Dowdell made the motion temporary suspend the CRA Regular Board meeting until after the City Commission meeting. Board Member Sapp Seconded the Motion. Votes were Unanimous. Motion Carries.**

Chairman Elias reconvened the CRA Meeting at 9:05 P.M. continue with the agenda item "Status of TanYard Creek Park" how the Board plan to finalizes the payments for TanYard Creek Park.

Board Member Gay stated that he needed to clarify the additional options presented to the Board asking Mr. Hayes if the Board went with the option to pay Regions loan back within 3 year amortization schedule will that satisfy the additional dollars. Mr. Hayes responded all except \$9,000.00. Board Member Gay asked, what will be the total funds for the four houses to be rehab. Mr. Hayes stated that from the write-up the total for the four homes was \$105,000. Board Member Edwards asked could the Board agree to rehab one home instead of all four homes. Board Member Sapp responded that one home could be rehab however there will be a problem with other families wanting their home rehab and this will cause the recipients to question the Board Member for an explanation. **Board Members Edwards made the Motion to take \$234,000 out of line item #70710 CRA Loan Principal and the balance of \$9,533.49 out of line # 30341 Contractual Services to close the TanYard Creek Park. Board Member Dowdell Seconded the Motion.** Board Member Gay asked Ms. Theresa Moore to come to the Podium and questioned her on the Motion that was before the Board. Ms. Moore stated that she understood the Motion and that this amendment should work for the City. Board Member Gay also asked Ms. Moore-in her opinion was this option the best option that the Board could take. Ms. Moore responded by stating, base on what she has heard from the Board- this would be the best option to take. Board Member Edwards asked Mr. Hayes will the Board get a report on the status of loan. **The Motion votes were Unanimous 4 to 1. Board Members: Keith Dowdell, Larry Edwards, Andy Gay and Angela Sapp all voted Ayes; and Chairman Derrick Elias voted Nay. Motion Carried.** Board Member Sapp questioned is there any other expenses dealing with TanYard Creek. Mr. Hayes stated that everything should be accounted for. Mr. Hayes stated for the last couple of weeks he has been working with the Grant Administrative of TanYard Creek Park... Mr. Hayes noted that there should be some deducts credits due to the City once the final walk through is conducted-which is schedule after Christmas.

Chairman Elias asked have the City satisfied all debts associated with Oktoberfest and what will the conclusion be for the rehab housing program. Mr. Hayes stated that his recommendation is to take funds from Contractual Service to finish paying debts for Oktoberfest which is \$37,000.00. Chairman Elias asked are there other people that have not been paid for Oktoberfest. Mr. Hayes stated that there was agreement with the Sheriff Department to allow their Reserve Deputy and COPS' (Citizen on Patrol) to work for free however there was an invoice submitted from the Sheriff Department and the City came to a agreement to donate \$1500 to the Sheriff Department.

Chairman Elias stated to the Board that the Housing Rehab Program is not an Agenda Item for discussion however there are people in the audience concerning the Program and turn the meeting over to the Board. The CRA Board Members went into discussion to find fund for the housing program. Mr. Hayes stated that his recommendation will be for the Board to take out the additional loan in the amount of \$115,000.00 to finish out all four houses. Board Member Gay asked did the Board place a cap on the amount of funds to be spent on a home. Mr. Hayes stated that a cap was placed on the home in amount \$15,000. **Board Member Dowdell made the motion request the funds for all four homes from Regions Bank and the Board reconvene on Monday, December 19, 2011 with a plan to either draw the funds from Regions Bank Board Member Sapp Seconded the Motion. Votes were as followed 4:1, Board Member Keith Dowdell, Larry Edwards, Angela Sapp and Andy Gay all voted Ayes; Chairman Derrick Elias voted Nay. Motion Carried.**

Chairman Elias asked for the Board to set a time frame to me on Monday, December 19, 2011. The Board agreed to meet on Monday, December 19, 2011 at 1:00 P.M.

Finance Report:

No comment on the CRA Board Finance Report.

Manager Report:

No Report

Attorney Report:

No Report

Board Members Concern:

Board Member Dowdell, Edwards, Sapp and Board Member Gay had no concerns. Chairman Elias stated to Mr. Hayes he concerns about the apparent mistakes being City wide and he looking for improvements.

Attorney White brought to the Board attention that the Board would need to get a notice, work shop, or continue this meeting by announcing a specific time that the Board would meet.

Board Member Edwards made a Motion to extend this meeting until 1:00pm on Monday, December 19, 2011. Board Member Dowdell Seconded the Motion. Votes were Unanimous. Motion Carries.

Adjournment:

With no further business to discuss, Chairman Elias made a motion to adjourn the CRA Regular Board Meeting.

Chairman Derrick Elias
Presiding for the CRA Regular Board