

**MINUTES  
CRA BOARD MEETING  
NOVEMBER 06, 2023  
7:00 P.M.**

This CRA Board Meeting was conducted utilizing Communications Media Technology. Some Staff members were present in the Commission Chambers while others were present via the Zoom application.

**ELECTED OFFICIALS PRESENT IN CHAMBERS:**

Shirley Groover Bryant, Presiding Officer  
Brian Williams, Chair  
Harold Smith, Vice Chair  
Tamara Cornwell  
Sheldon Jones  
Sunshine Mathews

**STAFF PRESENT IN CHAMBERS:**

Mark Barnebey, City Attorney  
Jim Freeman, City Clerk  
Edward Johnson, Interim CRA Director  
Mohammed Rayan, Public Works Director  
Scott Tyler, Chief of Police  
Cassi Bailey, Assistant City Clerk  
Penny Johnston, Executive Assistant

**STAFF PRESENT ELECTRONICALLY:**

Todd Williams, Information Technology (IT) Consultant

1. Mayor Bryant called the meeting to order at 7:05 pm
2. CRA BOARD AGENDA APPROVAL

**MOTION:**

**Mr. Jones moved, Mr. Williams seconded, and the motion carried 5-0 to approve the November 6, 2023 CRA Board Agenda.**

3. PUBLIC COMMENT

No public comment.

4. CONSENT AGENDA

- a. Minutes: 10/09/2023
- b. CRA Legal Invoices
- c. Resolution 2023-05: FY 2023 Year End CRA Budget Amendment

**MOTION:**

**Mr. Williams moved, Ms. Cornwell seconded, and the motion carried 5-0 to approve the Consent Agenda as presented by staff.**

5. CRA DIRECTOR'S COMMENTS

Nothing additional to report.

6. CRA PRESIDING OFFICER'S COMMENTS

No additional comments.

7. CRA BOARD MEMEBERS' COMMENTS

Mr. Jones questioned the recent promotions that weren't listed in the budget. He believed they didn't come before Commission, as they should have. Mr. Barnebey mentioned policies that were removed in 2013 regarding personnel changes. The budget is approved by Commission, and administrative staff determines the promotions. Discussions continued regarding the process within the budget. Per Mr. Johnson, CRA salaries were emailed to Mr. Smith on October 11<sup>th</sup>. Mr. Barnebey advised not speaking about individual personnel. It is outside their position as a legislative body. It is a within the administrative capacity. Mr. Jones did not agree with the way these promotions were done. He believed this was wrong. Mayor Bryant read a motion that was made in 2013 regarding the personnel policy deleting the requirement to have Commission approval before staff was promoted.

Mr. Williams spoke about the policy. The Commission approved the budget, and then it is left up to the department heads to run their department.

Mr. Smith reiterated that they approve the budget. He asked since when does staff hire and give promotions. It was answered for as long as anyone remembered. Mr. Barnebey stated that he didn't know of any jurisdiction where the Commission approves of individual salaries or promotions as part of the budget process. Mr. Barnebey read from the minutes from June 3, 2013 regarding the administrative process. Discussions continued regarding a memo being sent to them with these changes. Mr. Smith wanted the information showing Mr. Johnson is the interim CRA director.

**CRA Board Meeting**  
**November 6, 2023**  
**Page 3 of 3**

Mr. Smith asked Mr. Rayan how many personnel he currently has and how many he still needed for his department. Mr. Rayan answered that he has a total of 32 personnel and needs 12-14 more.

Ms. Bailey read from the February 27, 2023 Special CRA Board Meeting Minutes where the Board voted to approve Mr. Johnson as the Interim CRA Director.

Mr. Jones questioned the Multi-Cultural festival and asked Mr. Johnson to provide how much everything cost up to this point. Mr. Barnebey reminded Mr. Jones that this was not a CRA matter. Mayor Bryant responded that they can meet and look at the funds to date.

Mr. Williams thought they should remove the 4<sup>th</sup> of July and Multi-Cultural events for this year, until they can figure out a plan moving forward.

Mayor Bryant adjourned the meeting at 7:41 pm.

MINUTES APPROVED: DECEMBER 4, 2023

***JAMES R. FREEMAN***

JAMES R. FREEMAN  
CITY CLERK