

TAB 1

Community Redevelopment Board
August 3, 2009 8:05 PM

CRA Board Members Present

Shirley Bryant (Presiding Officer, Non-Member)
Mary Lancaster
Tamara Cornwell
Tambra Varnadore
Brian Williams
Alan Zirkelbach

Staff Present:

Mark P. Barnebey, Kirk Pinkerton
James R. Freeman, City Clerk
Garry Lowe, Chief of Police
Allen Tusing, Public Works Director
Diane Ponder, Deputy Clerk-Administration

Mayor Bryant called the August 3, 2009 meeting of the Community Redevelopment Board (CRA) to order at 8:05 pm.

PUBLIC COMMENT: No public comments.

1. CRA BOARD APPROVAL

MOTION: Commissioner Zirkelbach moved, Commissioner Lancaster seconded and motion carried 5-0 to approve the August 3, 2009 CRA Board agenda.

2. CRA CONSENT AGENDA

A) Minutes: July 20, 2009

MOTION: Commissioner Zirkelbach moved, Commissioner Lancaster seconded and motion carried 5-0 to approve the August 3, 2009 CRA Board Consent Agenda.

3. CRA COMPLIANCE AUDIT

Attorney Barnebey informed Commission that Susan Churuti was unable to attend the meeting and has requested that the item be deferred until the next CRA Board meeting.

MOTION: Commissioner Williams moved, Commissioner Varnadore seconded and motion carried 5-0 to hold a special meeting on August 17, 2009 at 7:00 p.m., or as soon thereafter as the item may be heard, regarding an update on the status of the CRA Compliance Audit.

4. CRA COMPLIANCE AUDIT ADDITIONAL EXPENSES

Mr. Freeman stated the compliance legal audit was previously approved not to exceed \$10,000. The invoice through June 30, 2009 will exceed the approved expense amount. Mr. Freeman requested an additional \$5,000 budget for the audit. Attorney Barnebey stated the invoices can be reviewed with Ms. Churuti, to derive a clear definition of what expenses pertain to the audit vs. labor attorney expenses. Mayor Bryant requested that Attorney Barnebey meet individually with each Commissioner regarding the topic.

MOTION: Commissioner Lancaster moved, Commissioner Williams seconded and motion carried 5-0 to add this item to the August 17, 2009 special meeting agenda.

5. CRA DEPARTMENT STRUCTURE

Mr. Williams discussed the recommendation of CRA Advisory Board Chair Charles Smith of having Jeff Burton as interim CRA facilitator. He opined that with Mr. Burton's qualifications, he will be an asset to the City, and that he is willing to assist the City on a temporary basis. Mayor Bryant confirmed Mr. Burton's resume included his proposal for a three month time period at \$5,000 per month.

Mayor Bryant stated Mr. Burton has committed to three days a week. There will be no salary and he will be paid on a 1099. Mr. Williams reported he has met with Mr. Burton regarding the temporary position. Ms. Varnadore confirmed she has also met with Mr. Burton.

Attorney Barnebey stated that a contract will be necessary if Mr. Burton is not going to be employed by the City.

Mr. Burton briefly addressed the CRA Board on his willingness to assist the Board on a temporary basis. He proposed the development of a strategic plan for the organization, which will lead to a more transparent organization and create a five-year plan. Mr. Smith recommended that the Board look at a contract for four months with a renewal option at least through the end of the year. Mayor Bryant spoke of the assistance Mr. Burton will lend in developing criteria and responsibilities for a new job description.

The Board discussed ethical topics with Mr. Burton, as well as what they expect to happen during the first month of his appointment, and what the City must accomplish during the three months in the posting of the position.

MOTION: Ms. Varnadore moved, Mr. Zirkelbach seconded and motion carried 5-0 to authorize Attorney Barnebey to establish a contract with Mr. Burton for a period of three months with the potential to renew with CRA Board approval, consistent with the terms provided in Mr. Burton's document.

6. INTERIM DIRECTOR'S COMMENTS

Mr. Freeman reminded the Board that August 11, 2009 in the joint meeting of the CRA Board and CRA Advisory Board. Mr. Zirkelbach suggested beginning the meeting at 6:30 p.m., to which the Board agreed. The agenda for the meeting will be comprised of the Storefront Grant Program and the Strategic Plan.

7. CRA BOARD MEMBERS' COMMENTS

None

8. PRESIDING OFFICER'S COMMENTS

Mayor Bryant stated she is pleased to be moving forward and having a fresh start.

Meeting adjourned at 8:55 p.m.

Minutes approved:

James R. Freeman
Interim CRA Director
City Clerk