

TAB 1

**DRAFT**  
**SPECIAL CRA BOARD MEETING**  
**MARCH 15, 2010 – 8:37 PM PM**

Elected Officials Present

Shirley Groover Bryant, Mayor  
Tamara Cornwell, Vice Mayor, Commissioner-at-Large 2  
Alan Zirkelbach, Commissioner-at-Large 1  
Mary Lancaster, Commissioner, Ward 1  
Tambra Varnadore, Commissioner, Ward 2  
Brian Williams, Commissioner, Ward 3

Staff Present:

Mark Barnebey, City Attorney  
Jeff Burton, CRA Interim Administrator  
Jim Freeman, City Clerk  
Garry Lowe, Chief of Police  
Allen Tusing, Public Works Director  
Frank Woodard, Deputy Director of Project Management and Engineering  
Diane Ponder, Deputy Clerk-Administration



CRA BOARD AGENDA APPROVAL

**MOTION: Ms. Cornwell moved, Mrs. Lancaster seconded and motion carried 5-0 to approve the March 15, 2010 Special CRA Board agenda.**



2. CRA CONSENT AGENDA

- A) Minutes: March 1, 2010
- B) Storefront Grant SF10-04- Muff D's DBA Hungry Howies
- C) Americorp – Vista Volunteer Program
- D) Public Art Mural Labels


Items B, C and D were pulled for a brief explanation.

**MOTION: Ms. Cornwell moved, Mrs. Lancaster seconded and motion carried 5-0 to approve item 2A of the Consent Agenda.**




2B: Mr. Burton stated the Storefront Grant will provide a maximum of \$50,000, of which \$10,000 will be provided for items previously not approved such as awnings, painting, exterior renovation, decorative fence, moving electrical. Mr. Burton confirmed the project is in the CRA. The \$50,000 grant is the total amount the applicant is eligible to receive for sixty months. The possible purchase of the property to the west to enhance the parking was discussed, with Ms. Cornwell stressing that the business has no control over the front piece of property, which is used for parking. Mr. Burton stated the signage is at a 75% match under the maintenance program.

**MOTION: Ms. Varnadore moved, Mr. Williams seconded and motion carried 5-0 to approve item 2B.**

 2C: A draft of Chapter 1 of the CRA Plan is complete and going to the CRA Advisory Board. A VISTA Volunteer will be used to collect data for development of the Plan and CRA technology will input data into City maps. The volunteer will also assist PW in mapping City infrastructure. The volunteer can be used for three years at a cost of approximately \$7,000 annually.

**MOTION: Ms. Varnadore moved, Mr. Williams seconded and motion carried 5-0 to approve item 2C.**

 2D: The proposed agriculture label murals will remain at location for at least five years. Mr. Zirkelbach stated he received a call from a sign shop complaining that he was required to obtain engineer signed and sealed drawings at a 2' x 8' size. Mr. Burton stated CRA is working on getting a universal set of drawings for the murals that will be installed by the CRA. Mr. Burton explained why this is considered a sole source. Mr. Williams stated department heads should request when an item is considered sole source, and opined the Purchasing Agent has the obligation to make the determination if a purchase is a sole source.

**MOTION: Ms. Cornwell moved, Mr. Zirkelbach seconded and motion carried 5-0 to approve item 2D.**

 3. INTERIM CRA ADMINISTRATOR'S COMMENTS

The Advisory Board has requested a joint meeting with the CRA to receive clarification regarding several topics.


The Advisory Board approved a contract to do a pilot streetscape for 5<sup>th</sup> Street. The contract will be brought to the next CRA Board meeting.

Stated his agreement with Mr. Zirkelbach on affordable housing. He suggested the GIS specialist can be asked to perform a study looking at property values over the last five years, and map it throughout the City.

4. PRESIDING OFFICER'S COMMENTS

None

5. CRA BOARD MEMBERS' COMMENTS

 Mrs. Lancaster

The Advisory Board elected Mr. Molanazar as Chair and Ms. Price as Vice Chair.

Referring to the attainable housing issue, stated that no attainable homes were available when Commission developed the ordinance.

Meeting adjourned at 9:09 pm.

Minutes approved:

James R. Freeman  
City Clerk