

Community Redevelopment Board  
April 6, 2009 8:30 p.m.

CRA Board Members Present:

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

Staff Present:

James R. Freeman, City Clerk  
Mike Mayer, Deputy Chief of Police  
Tanya Lukowiak, CRA Executive Director  
Mark P. Barnebey, Kirk Pinkerton  
Allen Tusing, Public Works Director  
Diane Ponder, Deputy Clerk-Administration

Mayor Bryant called the meeting of the Community Redevelopment Board (CRA) to order at 7:15 pm.

There was no public comment.

1. CRA BOARD AGENDA APPROVAL

The March 23, 2009 CRA Board minutes were added to the agenda.

**MOTION: Commissioner Cornwell moved, Commissioner Lancaster seconded and motion carried 5-0 to approve the April 6, 2009 CRA Board agenda, with the addition of the March 23, 2009 minutes as item 1A.**

1A. MARCH 23, 2009 MINUTES

Commissioner Lancaster stated she had requested a written ruling on the appropriateness of a non-member of a board acting as a presiding officer and she had never received it; therefore, she would not approve the minutes. Attorney Barnebey stated he would provide her a memo on the topic.

**MOTION: Commissioner Williams moved, Commissioner Zirkelbach seconded and motion carried 4-1 to approve the March 23, 2009 minutes. Mrs. Lancaster voted no.**

2. APPROVAL: CRA BOARD RULES OF PROCEDURE

Mr. Freeman stated the item was on the agenda because Commissioner Williams requested further discussion. Commissioner Varnadore and Commissioner Williams agreed that the topic was meant to be discussed at the joint CRA Board/CRA Advisory Board meeting scheduled for April 14, 2009.

Commission suggested the following amendments to the Rules:

3.2 Amended to allow the Mayor to request duties to other members of the Board.

3.3 Add language to amend the second sentence so that in the absence of the Mayor and Vice Mayor, the presiding officer of the meeting shall become the senior board member.

4.1.1 The second sentence was deleted.

5.1 Amended by deleting "as Presiding Officer" and added "with the Mayor being the Presiding Officer."

5.1.1 Added "so" at the end of the first sentence. Deleted "which shall not be used to further argue in favor of or against the motion" from the second sentence.

Attorney Barnebey stated that since the Rules have been adopted at a prior meeting, he will make the revisions discussed and bring the document back to Commission at a subsequent meeting.

### 3. CRA DIRECTOR'S COMMENTS

The agenda is being prepared for the CRA Advisory Board meeting on April 14, 2009. A summary sheet for each "F" projects is being prepared for the CRA Board and CRA Advisory Board joint meeting April 14, 2009.

Discussion has been held with staff regarding mangrove trimming. She explained how the oral quotes were obtained and how a final oral quote was received after the agenda was published. A formalized written policy has been issued, whereby a written request will be issued to vendors and will stipulate a deadline for submitting a quote. Mr. Freeman explained the City's purchasing ordinance still allows staff to orally obtain quotes for items under \$10,000. Commission requested that the purchasing ordinance be moved forward to amend the parameters for obtaining oral quotes. Attorney Barnebey stated the local preference ordinance could be amended before public hearing to incorporate the policy as discussed.

Commissioner Varnadore requested an update of all current storefront grants. Mrs. Lukowiak stated she is in the process of gathering the information.

### 4. CRA BOARD MEMBERS' COMMENTS

#### Mrs. Lancaster

Referencing Mr. Smith's comments, Mrs. Lancaster stated that if Mr. Smith had an issued it should have been addressed to the letter's author rather than Commission. She stated she does not want to be accused of directing the NAACP. Inquired if there is going to be a scheduled meeting in Ward 1.

#### Ms. Cornwell

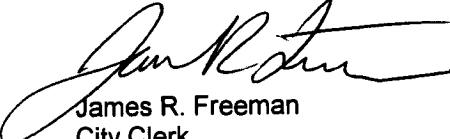
Requested that the CRA budget is established the same as the City budget. Discussion ensued, with Mr. Freeman and Mrs. Lukowiak explaining that the CRA budget is in the same format as the city budget, the only difference being the two "bucket" accounts that the CRA Board must review and prioritize. Mr. Freeman stated the monthly financial reports also contain a breakdown of the CRA budget. The CRA budget was added to the agenda of the joint meeting with the CRA Advisory Board April 14, 2009.

### 5. PRESIDING OFFICER'S COMMENTS

Requested permission to have the Compliance Audit be performed by Attorney Susan H. Churiti in an amount not to exceed \$20,000. Commission requested that the topic be placed on the April 14, 2009 agenda, with the scope of the audit services and budget funding information included.

Meeting adjourned at 9:45 pm.

Minutes approved: May 4, 2009

  
James R. Freeman  
City Clerk