

**CRA BOARD
AUGUST 29, 2011**

CRA Board Members Present

Shirley Groover Bryant, Presiding Officer
Brian Williams, Chair
Mary Lancaster, Vice Chair
Tamara Cornwell
Tambra Varnadore
Alan Zirkelbach

Staff Present:

Jeff Burton, CRA Executive Director
Mark Barnebey, City Attorney
Jim Freeman, City Clerk
Karen Simpson, Deputy Clerk-Finance
Allen Tusing, Public Works Director
Rick Wells, Chief of Police
Diane Ponder, Deputy Clerk-Administration

PUBLIC COMMENT: None

Presiding Officer Bryant called the meeting to order at 6:30 p.m.

1. CRA BOARD AGENDA APPROVAL

MOTION: Mr. Zirkelbach moved, Ms. Cornwell seconded and motion carried 5-0 to approve the August 29, 2011 CRA Board agenda.

2. CRA BOARD CONSENT AGENDA APPROVAL

A) Consultants' Competitive Negotiation Act (CCNA) Engineering and Surveying Consulting Services Contract with Lombardo, Foley & Kolarik, Inc.

MOTION: Mr. Zirkelbach moved, Ms. Cornwell seconded and motion carried 5-0 to approve the August 29, 2011 CRA Consent Agenda, the contract being subject to Counsel approval.

3. CRA DIRECTOR'S COMMENTS

None

Attorney Barnebey explained how the approval process normally takes place. Discussion ensued on how agenda items should always be accompanied by a cover sheet, which should indicate in the provided space whether or not an item has been approved by counsel. Attorney Barnebey explained how "boilerplate" documents have been prepared, but if a revision is made, it must be reviewed and approved by his office.

4. PRESIDING OFFICER'S COMMENTS

None

5. CRA BOARD MEMBERS' COMMENTS

None

6. PUBLIC COMMENTS FOR CRA BOARD

None

Meeting adjourned at 6:45 p.m.

Minutes approved: October 24, 2011

James R. Freeman

James R. Freeman
City Clerk