

Community Redevelopment Agency
Regular Meeting Minutes
Council Chambers
July 28, 2021
5:00 P.M.

Chair R. Henderson called the Community Redevelopment Agency meeting to order at 5:04 p.m.

Community Redevelopment Agency Board members in attendance: Reynolds Henderson, Joe Johnson, and Susan Bakalo. City Clerk Maryanne Schrader, Planning Director Chris Wallace, and City Attorney Clayton Adkinson were also in attendance. Board member Darius Paul participated via electronic conferencing. Board Member C. Mosely was excused.

2. Approval of Minutes - Chair R. Henderson asked for a motion to approve the minutes of June 23, 2021.

Motion by Board Member J. Johnson and seconded by Board Member S. Bakalo to approve the minutes of June 23, 2021. All ayes. Motion carried.

3. Audit Service – Finance Director Debra Gibson went over the proposal from Warren Averett CPAs and Advisors.

Finance Director Debra Gibson advised that since the CRA oversees over \$100,000 a year now, an audit is necessary. Warren Averett CPAs and Advisors handles the budget for the city, so their proposal is to do the CRA audit for \$5,000.

Discussion ensued on the cost of the audit as the CRA has not expended much during the past year. City Attorney Clayton Adkinson suggested that Debra go back to Warren Averett to explain the CRA has just started to receive funds and the sole expense incurred this year.

Finance Director Debra Gibson mentioned the CRA has received \$115,345 this and has spent a \$175 for the reporting fee this year. The estimated TIF is \$169,000 for the coming year. She explained the audit is due in June of each year.

In response to the Board, Finance Director Debra Gibson said RFPs were not sent out, as Warren Averitt provides the audit for the city and the CRA audit could be rolled into the city financials. Chair R. Henderson asked Ms. Gibson to reach out to other firms to find out what they would charge.

City Manager R. Thompson said we will reach out to Warren Averett and let them know we only have one line-item number this year and ask if they are willing to negotiate, however, City Attorney Clayton Adkinson advised if they do not negotiate, we will have to go out for an RFP.

Finance Director Debra Gibson explained that if another auditor provided the audit, Warren Averett will still have to roll that audit into the city audit. She added the annual report needs to go to the State in March.

4. CRA Request for Qualifications Update

a. Strategic Planning Consultant

City Attorney Clayton Adkinson said he did not have a report from Clay but will send a report to the City Clerk, if one is available.

5. Code Enforcement Update

1. Dumpster Purchase

Code Enforcement Officer Chris Strawn provided several quotes to the Board and recommended bids from Florida instead of Texas because of the distance for pick up. He also suggested 4-foot-high side dumpsters depicted on either page 3 or 4 of the quote sheet. He added the city trucks will be able to pull them and can be stored at the city yard.

Discussion ensued on the size that was needed and the cost of the dumpsters.

Geneva Lee, resident, explained there are people who are in dire need of help and have a need for the dumpsters. She suggested leaving the dumpster in place for two weeks.

Chair R. Henderson said the Board agreed to help the people out and have outreach and a process in place. He said the Board relies on people like Ms. Lee to ensure the process and welcomed her to coordinate with Code Enforcement. City Attorney Clayton Adkinson advised that if it is done, it should be on a case-by-case basis to ensure that the criteria are consistent.

City Manager R. Thompson mentioned we will need to ensure the dumpster is secure, so it is not stolen. Board member J. Johnson said we will need to have lock balls on the dumpsters.

Discussion ensued on the benefits of owning a dumpster and not needing to rely on the County to dump and pick up a dumpster. Code Enforcement Officer Chris Strawn said he will be monitoring the trailer.

City Manager R. Thompson said Waste Management has dumpsters and can rotate picking up the dumpster and is working on arranging for the dumpster, however, the Board voiced concern on the cost. Chair R. Henderson said Texas Pride is the better choice in cost and size.

Motion by Board Member J. Johnson and seconded by Board Member S. Bakalo to purchase the Texas Pride trailer with the 4-foot side. All ayes. Motion carried.

City Manager R. Thompson said the city will work out the logistics to pick up the dumpster in response to Chair R. Henderson and his question on factoring the transportation in to the quote.

6. Citizen Comments – Robert Raymond, resident, spoke mentioning he met with Gulf Power and needed a contact from CRA or city to talk to them regarding burying the line on the street from Chaffin, 6th, 7th, and 8th with another option from Chaffin to Highway 83 to the Courthouse. He said this is part of the Complete Streets project to have power lines buried, as we add

sidewalks. He added he wants the power cables buried in the event of a power failure and needs help with the city and county to coordinate.

Chair R. Henderson suggested he take the request to Council for approval, as the CRA does not have authority and suggested the city manager could be the contact. He added there may be grant money available.

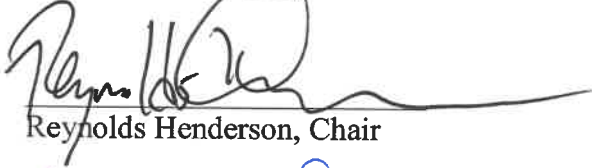
Board Member J. Johnson asked that the pine bushes be removed from the median and plant crepe myrtles instead. Chair R. Henderson suggested the City Beautification and Tree Board could look into it. He added that the Tree Board wants to partner with the CRA for a Master Plan. He suggested talking to Kim Wennerberg.

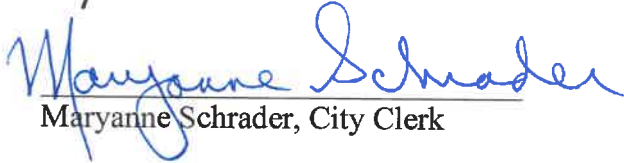
Adjournment

Motion by Board Member S. Bakalo and seconded by Board Member J. Johnson to adjourn. All ayes. Motion carried.

Chair R. Henderson adjourned the meeting at 5:42 p.m.

Minutes Approved by,


Reynolds Henderson, Chair


Maryanne Schrader, City Clerk

