

Community Redevelopment Agency
Regular Meeting Minutes
Council Chambers
August 25, 2021
5:00 P.M.

Chair R. Henderson called the Community Redevelopment Agency meeting to order at 5:02 p.m.

Community Redevelopment Agency Board members in attendance: Reynolds Henderson, Joe Johnson, C. Mosely, Darius Paul, and Susan Bakalo. City Clerk Maryanne Schrader, City Manager R. Thompson and City Attorney Clay Adkinson were also in attendance.

2. Approval of Minutes - Chair R. Henderson asked for a motion to approve the minutes of July 28, 2021.

Motion by Board Member C. Mosely and seconded by Board Member J. Johnson to approve the minutes of July 28, 2021. All ayes. Motion carried.

3. Audit Service – Finance Director Debra Gibson updated the Board stating Warren Averett would like to come to the next meeting to provide information and explain the process. They have agreed to lower the fee to \$3,000.

4. CRA Request for Qualifications Update

a. Strategic Planning Consultant

City Attorney Clay Adkinson mentioned he and City Manager R. Thompson have discussed the job description, and the possibility of Mr. Thompson acting as the executive director for the CRA. Mr. Thompson would have a relationship with staff regarding his role with the CRA. This role would be able to define the request for qualifications to focusing on the Strategic Plan element by removing the need to include an executive director. He added Mr. Thompson would serve as the executive director without compensation, adding the city manager would no longer be a member of the Board.

After discussion, City Attorney Clay Adkinson added we could get the request for qualifications out by the end of the week without the job description for the executive director. City Attorney Clay Adkinson explained he had spoken with Main Street on the Greater DeFuniak RESTORE grant, but the match money required is an obstacle at \$80,000. After confirming that information, he stated that is not prudent for the Board to partner with Main Street, as it is not a viable option.

In response to Chair R. Henderson, City Attorney Clay Adkinson said Main Street is the recipient of the RESTORE dollars in partnership with the County adding that plan would not be the same thing as strategic planning for community development. That grant is confined to the downtown area. He added the USDA plan would more fully encompass the great DeFuniak area and cover the city limits and some service areas, but it has been extended five years with no urgency to get started. Also, the match money has not been fully funded.

City Manager R. Thompson said he is able to direct staff to provide measurable differences in real time and report back to the Board.

Board member J. Johnson said Mr. Thompson could act as the director and use an employee as a secretary.

City Attorney Clay Adkinson said this is a cleaner method, and he will forward the RFQ to the City Clerk.

5. Trailer Purchase Update

Code Enforcement Officer Chris Strawn said this is a delivery to the door with a price point and asked for approval to move forward, however, City Attorney Clay Adkinson said the Board handles their own funding.

City Manager R. Thompson said the purchase needed to be codified, as we did not have exact costs with the four-foot walls at the last meeting.

Finance Director D. Gibson said a purchasing policy must be adopted. She added with a purchase of over \$10,000 three quotes are needed, and Code Enforcement Officer Chris Strawn said he has already secured three quotes.

Chair Henderson he would like to have a purchasing policy to have a clean process.

Motion by Board Member C. Mosely and seconded by Board member J. Johnson to agree to operate under the city's purchasing policy. All ayes. Motion carried.

Motion by Board Member C. Mosely and seconded by Board member D. Paul to accept the quote from Texas Pride in the amount of \$10,260 delivered to the door. All ayes. Motion carried.

6. Code Enforcement Trash Removal Program

Chair Henderson mentioned the trash removal program after we get the dumpsters in place.

City Manager R. Thompson said he has spoken to Geneva Lee who wants help in assisting the elderly who need the services, and he will report back on tangibles with a calendar for locations.

7. Alleyway Cleanup Program

Chair Henderson said Councilman Vallee had given him the program information, and City Manager Robert Thompson thanked the chair for forwarding the Strong Town articles which encompass lighting and trash pickup and beautifying the alleyways. The downtown area alley on Main Street is a good example, but it may take away from the front as the front street area has not been done relating to sidewalk clean up and the absence of parking lines. Councilman Vallee has shown him a layout of how to design the front area, which would benefit the city. He has no price point costs but it definitely works, as it is a nice safe walking area for the city. City

Manager R. Thompson did not know of any funding source; however, he will get price estimates and a drawing to the Board.

8. Citizen Comments – Kim Wennerberg came forward and spoke about several areas of overlap with the City Beautification Board. The Board was just awarded a \$50,000 grant to create a Master Parks Plan. Moving forward, she suggested having the several organizations work together and meet at a workshop to collaborate.

Chair Henderson agreed it makes sense to bring it all together.

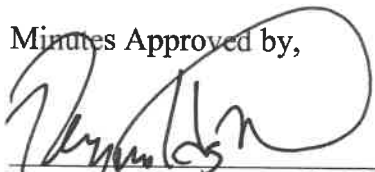
City Manager R. Thompson said he is starting a litter campaign on keeping DeFuniak Springs Clean. Trash cans will be strategically located. Waste Management is taking over the trash pickup on October 1st. Regarding trees, the city is going to get a certified arborist to maintain the trees. He wants to show measurable differences in real time, and the Board welcomed the effort.

9. Adjournment

Motion by Board Member S. Bakalo and seconded by Board Member C. Mosely to adjourn. All ayes. Motion carried.

Chair R. Henderson adjourned the meeting at 5:27 p.m.

Minutes Approved by,


Reynolds Henderson, Chair


Maryanne Schrader, City Clerk

