

HIGH SPRINGS
COMMUNITY REDEVELOPMENT AGENCY
MINUTES
SEPTEMBER 15, 2016

Meeting called to order by Chair Jason Evans at 6:30 p.m.

Invocation by Member Gloria James.

Pledge of Allegiance.

ROLL CALL:

Chair Jason Evans- Present
Vice Chair Scott Jamison- Present
Member Gloria James- Present
Member Byran Williams-Absent
Member Sue Weller- Absent

STAFF PRESENT:

Amanda Rodriguez, CRA Executive Director
Jenny Parham, City Clerk
Angela Stone, Assistant City Clerk
Courtney Johnson, City Attorney

APPROVAL OF AGENDA:

Motion Member James to approve the agenda as presented.

Second Vice Chair Jamison.

Motion carried 3 -0.

APPROVAL OF MINUTES:

Motion Vice Chair Jamison to approve the Minutes of August 4, 2016 CRA Meeting.

Second Member James.

Motion Carried 3-0.

BUSINESS ITEMS

DISCUSS AND CONSIDER APPROPRIATING FY 2015-16 UNSPENT FUNDS.

CRA Director Rodriguez stated that all funds must be appropriated; that the amount of unspent funds is slightly higher than we projected, due to a withdrawal of a grant application.

Motion Vice Chair Jamison to approve the Appropriation of FY 2015/2016 Unspent Funds as presented.

Second Member James.

Motion carried 3-0.

DISCUSS AND CONSIDER APPROVAL OF THE PROPOSED 2016-2017 CRA BUDGET.

CRA Director Rodriguez stated that the only thing that has changed since the workshop is the addition of a vehicle for the service worker to have an ATV or something like it.

Motion Vice Chair Jamison to approve the proposed 2016/2017 CRA Budget as presented.

Second Member James.

Motion carried 3-0.

CRA EXECUTIVE DIRECTOR PERFORMANCE REVIEW.

Chair Evans stated that he is more than satisfied with the work of our CRA Director and suggested that each member fill on the Performance Reviews and bring them back.

CRA Director Rodriguez stated it is the standard Annual Evaluation Form.

DISCUSS AND CONSIDER APPROVING THE ANNUAL CONTRACT WITH CRA EXECUTIVE DIRECTOR WITH AN OCTOBER 1, 2016 EFFECTIVE DATE.

Attorney Johnson stated this is the same contract with an increase in salary as approved in the budget, the change of effective date to match the fiscal year, and the change to non-exempt salaried.

Motion Member James to approve the Annual Contract with the CRA Executive Director with an October 1, 2016 effective date.

Second Vice Chair Jamison.

Motion carried 3-0.

CRA EXTENSION UPDATE

CRA Director Rodriguez gave an update on the CRA Extension Plan. She states that the county would like to see the projection of revenues and the amount spent in operating expenses. She stated the projection is that the revenue should increase at a rate of approximately 3%, but the administration costs are not projected to increase at the same rate.

CRA Director Rodriguez stated that this is on the agenda for the County on October 11th to have the County Commission vote on our plan.

Motion Member James to approve the amendment to the CRA Plan.

Second Vice Chair Jamison.

Motion carried 3-0.

CHAIR REPORT.

Chair Evans stated he had nothing at this time.

EXECUTIVE DIRECTOR REPORT.

Advised that the Kelly Barber grant is closed.

Advised of the Folk in the Springs is this weekend.

Advised the Fresh Access Bucks Grant Program, that the Farmer's Market received, will start next week.

Motion Member James to adjourn.

Chair Evans adjourned the meeting at 6:52 p.m.