

Community Redevelopment Agency  
Regular Meeting  
Council Chambers  
October 23, 2019

Chair R. Henderson called the meeting to order at 4:30 p.m.

The following Board members were in attendance: Reynolds Henderson, Darius Paul, Cathy Mosley, and Amber Davis Williams. Also present were: City Manager Mell Smigielski, City Attorney Clay Adkinson, Planning Director Kelly Schultz and City Clerk Maryanne Schrader. Councilmember Todd Bierbaum was present. Board member Joe Johnson was excused.

Chair R. Henderson asked if information regarding the Florida Ethics and Sunshine Laws Training requirement was available. City Attorney Clay Adkinson said the training can be done within a year of service. The city usually provides information for training in the spring. City Manager M. Smigielski said the Florida League of Cities offers free training in DeFuniak Springs every spring and has had over 100 people in attendance. City Attorney Clay Adkinson said he has a link, but it is not free. Chair R. Henderson said he already did his training on-line.

Chair R. Henderson said the RFP from the County was sent out earlier for the Board to review, as an example. He mentioned it is a draft, so the dates are wrong. December 18th is the close date according to their website. It may be a good time to adopt some of the items during any public workshops.

Board member A. Davis Williams said their website has the information on the schedule and deliverables. Chair R. Henderson said he will talk to the County. Board member K. Schultz said it takes about six months and depends on how many workshops they will have.

Chair R. Henderson asked if anyone had comments or changes to the proposed CRA Strategic Plan.

Robert Raymond made a Public comment by asking the timeline for adoption.

City Manager M. Smigielski recommended the Strategic Plan be adopted now, and amendments could be done later. City Attorney Clay Adkinson advised that something be adopted now.

**Motion** by Board member D. Paul and seconded by Board member C. Mosely to adopt the presented strategic plan.

Board member A. Davis Williams said we can use the plan in terms of our priorities.

Board member A. Davis Williams asked about whether we should add building codes. Board member K. Shultz asked about building permits and historical renovation and if a site plan review could be added. City Attorney Clay Adkinson replied that would be an operational element, so it did not need to be incorporated into the plan. He added that CRA must comply with city laws.

**Vote:** Reynolds Henderson, aye; Darius Paul, aye; Cathy Mosley, aye; Amber Davis Williams; aye; Kelly Shultz, aye. All ayes. Motion carried.

Chair R. Henderson asked for the Update on Code Enforcement.

City Manager M. Smigielski said the person we hired turned the position down. The next candidate was offered the position with a conditional offer of employment.

Board member K. Schultz passed out a spreadsheet with the code violations and showed the quadrant map. Chair R. Henderson said it was a good listing.

Board member K. Schultz said she is looking at unsafe structures first as one group. She said we could determine the plan of attack from there.

Citizen Mr. R. Raymond asked for a copy. He said he spoke to the County at mapping and Mr. Laird said it was doable. Board member K. Schultz asked if it had parcel numbers. He said he could help with the city ARC account.

Board member A. Davis Williams asked about the process for addressing the abandoned and unsafe buildings. Board member Schultz said we should work with the property owner. She added a building official would have to condemn a building.

City Manager M. Smigielski stated the Code Enforcement Officer will work on the spreadsheet and deal with complaints. Board member Schultz said the vast majority on the list just need power washing.

The Board discussed ways to help people get into compliance. Churches, the Baptist Association, community health program, Habitat for Humanity, Boy Scouts, Matrix, Key Club, Anchor Club, schools were suggestions. Board member C. Mosely mentioned the Bright Futures scholarship. Chair R. Henderson said Seaside School and Community Service Hours are options., D. Paul will talk to Russell, the superintendent. The technical college and Emerald Coast were other schools mentioned.

The Board agreed they will need to provide structure with clear tasks or assignments listed.

Board member C. Mosely asked about liabilities. It was suggested to obtain waivers. Board member A. Davis Williams said we would have to have a liability waiver.

Board member A. Davis Williams asked about the liability with a clean up. City Attorney Clay Adkinson replied that we would need the waiver, and it would be easier to work with the group or school and define what they do and the scope of the work.

City Attorney Clay Adkinson said it would be a forced compliance, as the city can place a lien, if not done.

City Manager, Mell Smigielski provided an update on the surplus property sale. He said the Council approved the list, and the city attorney has okayed the process. City Attorney Clay Adkinson added the funding will come to CRA. City Attorney M. Smigielski said \$30,000 to

\$50,000 was a good estimate. City Attorney Clay Adkinson said it is what is minimally allowable.

City Manager, Mell Smigielski said it will be a sealed bid process. Board member R. Henderson asked if a Board member could bid, and City Attorney Clay Adkinson replied if it disclosed, and he will give guidance on the Ethics Act for those who may want to submit a bid.

For the next order of business, Chair R. Henderson asked if the Blight Ordinance was too loose. Director of Planning Schultz stated she had not compared it to other city ordinances. She added it was a tough ordinance and encompassing. She stated it had not been enforced with the other issues of high grass, etc. Chair R. Henderson said it is a thorough ordinance, but we do not have anyone to enforce it yet.

Discussion ensued on the need for a workshop to get public input. Committee member C. Mosley said the public may say they cannot do it on their own. The committee provided input on offering assistance and the avenue to help, if needed.

Citizen Todd Kallenbach asked about the code enforcement person and whether the person will go out to visit at least ten houses a day. Chair R. Henderson answered it may be better to take an area at a time.

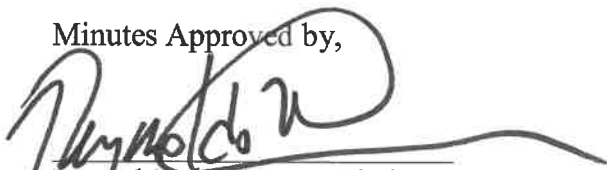
The committee discussed options and a pre-emptive mailer to see if people would self-report. Committee member Amber Davis Williams asked if it could be added to water bills, and City Attorney Clay Adkinson replied it would have a cost attached.

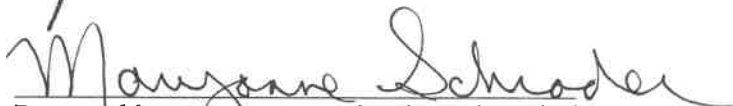
Motion by Board member C. Mosely and seconded by Board member A. Davis Williams to adjourn.

The meeting was adjourned at 5:19 p.m.

The next meeting was set for November 20<sup>th</sup> at 5:00 p.m.

Minutes Approved by,

  
Reynolds Henderson, Chair

  
Prepared by: Maryanne Schrader, City Clerk