

Community Redevelopment Agency
Regular Meeting Minutes
Council Chambers
September 29, 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, C. Mosely, Darius Paul, and Susan Bakalo. City Clerk Maryanne Schrader, City Manager R. Thompson and City Attorney Clay Adkinson were also in attendance. Joe Johnson was excused.

2. Approval of Minutes - Chair R. Henderson asked for a motion to approve the minutes of August 25, 2021.

Motion by Board Member C. Mosely and seconded by Board Member D. Paul to approve the minutes of August 25, 2021. All ayes. Motion carried.

3. CRA Audit – Adam Nelson of Warren Averett

Mr. Adam Nelson went over requirements of a CRA audit that intakes over \$100,000. He went over the audit process that includes planning, fieldwork, and reporting and adhering to accounting standards and General Accounting Auditing practices. Mr. Nelson covers possible fraud, internal controls, policies and procedures, risk assessment, materiality, data analysis and investigate trends. He added they also handle audit reporting, publish reports, and will provide a management letter, as required. He explained the responsibilities, such as reporting controls to the Auditor General. They oversee the financial process as the number one priority and resolve any disagreements, if any.

In response to Chair Henderson regarding the fee, Mr. Nelson replied the fee is \$3,000. In reply to Board member C. Mosely, he stated the fees will go up, as income and activity go higher, as the fee is based on time and materials.

Motion by Board Member C. Mosely and seconded by Board member S. Bakalo to approve Warren Averett to conduct the CRA audit with a fee not to exceed \$3,000 and authorize the executive director to sign the acceptance letter. All ayes. Motion carried.

4. Alleyway Cleanup Program

City Manager Robert Thompson announced the alleyways behind Baldwin are being cleaned up. He has asked Gulf Power to bury the power lines. Waste Management is placing smaller dumpsters in the alleyways and Public Works plans to pave the alleys. He suggested that the CRA could work on a mural project. He added he will have a more detailed report next month.

Chair R. Henderson agreed the alleyway situation is a mess and added the TDC is working on a mural project, as well.

5. Citizen Comments – Kim Wennerberg came forward as a member of City Beautification and Tree Board and proposed a workshop with the CRA and Tree Board. She added she serves on a Main Street design committee and has put forth information on murals.

The CRA Board agreed to a combined workshop and preferred during the day around 3:00 p.m.


City Manager R. Thompson announced the trailer has been ordered and should arrive in three to four weeks.

6. Adjournment


Motion by Board Member C. Mosely to adjourn. All ayes. Motion carried.

Chair R. Henderson adjourned the meeting at 5:21 p.m.

Minutes Approved by,



Reynolds Henderson, Chair



Maryanne Schrader, City Clerk
Deputy City Clerk

