

**ANCHORAGE COMMUNITY DEVELOPMENT AUTHORITY  
BOARD OF DIRECTOR'S BOARD MEETING  
April 26, 2007**

**Present**

Louise Lazur  
Jan Sieberts  
Jana Hayenga  
Dana Pruhs  
Ted Carlson  
Ron Baird  
Bill Starr

**Excused**

Debby Sedwick  
Jeff Sinz  
Mary Jane Michael  
Chris Birch

**Staff/Guests**

Carma Reed  
Rick Onstott  
Healia Palmer  
Krin Kemppainen  
Ralph Duerre

**Call to Order**

Ms. Lazur called the meeting to order at 4:04 p.m.

**Review of Agenda**

There were no changes to the agenda.

**Minutes**

- Mr. Carlson moved to accept the minutes from March 29, 2007 as presented; Ms. Hayenga seconded. The minutes were approved unanimously.

**Public Comment**

There are no public comments.

**Old Business**

A. Augustine Development Update –

- Mr. Onstott updated the Board on this item. Duncan meters offered us the use of a pay-by-space meter free for 90 days as a demonstration. The meter will be installed as soon as the lot is ready. If we choose to purchase the meter it will cost \$7,200.

**New Business**

A. 2006 Audit –

- Mr. Sieberts stated the audit update will be rescheduled for the May meeting. The finance committee has just received the latest draft and hasn't had time to review it.

B. Resolution 07-03 (Hamburger House) –

- Mr. Baird and Ms. Mikowski explained this Resolution to the Board and the 2 options available to the Board.
- A discussion continued including: Having a vacant building on the lot, whether to purchase and lease the building back vs. out right buying the lot and demolishing the building, what will become to the lot, environmental study of the lot, the road plan for Mt. View, the purchase price of the 2 options, due diligence, and lot appraisal.
- Mr. Baird moved to accept Resolution 07-03 with the following edits: delete section 2, change the purchase price to \$200,000 and delete not to exceed in section 1; Mr. Pruhs seconded.

- The motion was approved unanimously.

C. Lot 12-15 Rates –

- Mr. Carlson and Mr. Onstott briefed this motion from the Operations committee; Mr. Pruhs seconded.
- The motion was approved unanimously.

D. Staffing Plan –

- Mr. Carlson and Mr. Onstott briefed this motion from the Operations committee; Mr. Baird seconded.
- A discussion continued including: new job description, internal recruitment, deletion of the Booth Attendant job, layoff and rehire procedures, and pay scale for new job.
- The motion was approved unanimously.

**Committee Reports**

Executive Director –

- Ms. Reed provided the HR report and asked the Board if they would like to see this report every month. The consensus from the Board to only see this report if there was some significant issue to discuss.
- We are looking into by teaming up with the ADP on a PR campaign, we would provide \$25,000 to the ADP and they will work with the selected firm and we will have approval authority over the end product.
- FYI: the Assembly will be voting on the Glenn Square ML&P issue at Tuesday meeting.

Finance Committee –

- Mr. Sieberts informed everyone Southwest Securities is in the process of writing their financial analysis report and the committee will be meeting soon to discuss it.

Operations Committee –

- Mr. Onstott was asked to provide monthly updates on shuttle usage.

Development Committee –

- Ms. Mikowski stated we have 2 groups interested in renting the available spaces in the 6<sup>th</sup> Ave. She has received 2 proposals for leasing agents and is still waiting on the 3<sup>rd</sup> to come in.

Executive Committee –

- Nothing further to report.

Respectfully submitted by:

---

Louise Lazur, Vice Chair