

# **ATTACHMENT 9**

**Authorization for the  
CRA Executive Director to  
Sign CRA Applications**



**CITY OF FORT LAUDERDALE**  
**City Commission Agenda Memo**  
**CRA BOARD MEETING**

**#17-0686**

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**TO:** CRA Chairman & Board of Commissioners  
Fort Lauderdale Community Redevelopment Agency

**FROM:** Lee R. Feldman, ICMA-CM, Executive Director

**DATE:** June 20, 2017

**TITLE:** Motion Authorizing the CRA Executive Director or His Designee to Sign City of Fort Lauderdale Development Review Committee Applications for Community Redevelopment Agency Property to Allow for Review of Projects Proposed by Developers on CRA Owned Property

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**Recommendation**

It is recommended that the Community Redevelopment Agency (CRA) Board of Commissioners approve a motion authorizing the CRA Executive Director or his designee to sign City of Fort Lauderdale Development Review Committee applications for Community Redevelopment Agency property to allow for review of projects proposed by developers on CRA owned property with the understanding that execution of the application shall be deemed a ministerial act for purposes of processing the application but shall not be considered approval of the application or the proposed development or construed as a waiver of the City's police or regulatory authority.

**Background**

The CRA receives inquiries from developers and individuals interested in developing CRA owned property; some are as a result of solicitations issued by the CRA while others are unsolicited proposals. In both instances, it is often advantageous to have proposed projects undergo various levels of development review to determine whether a project meets the City of Fort Lauderdale Unified Land Development Regulations (ULDR) and to gauge the estimated project cost before going to the CRA Advisory Board or CRA Board for a funding recommendation, approval and before conveyance of CRA property. Since a Development Review Committee (DRC) application or Pre-DRC application must be signed by the property owner, proposed developers of CRA property cannot get their projects reviewed unless the CRA consents.

Article 4.1 of the CRA By-Laws (Exhibit 1) requires that legal instruments of the CRA be executed by the Chair and Executive Director, attested to by the Secretary and that the form of any instrument be previously approved by the General Counsel or the General Counsel's Designee, unless the execution of instruments by Motion or Resolution of the Board of Commissioners is delegated to another person, in which case the instrument may be executed in the manner provided by such resolution.

*Community.*

**Attachment**

Exhibit 1 – CRA By-Laws Article 4.1

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Prepared by: NPF CRA Manager: Jonathan Brown, Fort Lauderdale Community  
Redevelopment Agency

Executive Director: Lee R. Feldman, ICMA-CM, City Manager

majority of the Commissioners present, unless otherwise provided by law or these By-Laws. If any meeting cannot be conducted because a quorum is not present, the Commissioners who are present may adjourn the meeting to a time certain, and notice of such adjourned meeting shall be given to each Commissioner, unless waived.

3.6 Recessed and Continued Meetings. Where a meeting having been set and noticed under the provisions of these By-Laws and during the course of said meeting is recessed to a future time and place certain, there shall be no requirements for giving of notice of the time and place of continuation of said meeting other than the announcement thereof at said meeting, unless otherwise provided by law.

3.7 Rules of Order. All meetings shall be conducted in accordance with the procedures approved and utilized by the City Commission of the City of Fort Lauderdale, provided, however, in the absence of any applicable procedure of the City Commission, then the most recent Edition of Robert's Rules of Order, Revised, shall apply.

#### ARTICLE 4

##### CONTRACTS

4.1 Execution of Instruments. Legal instruments of the CRA shall be executed by the Chair and the Executive Director, attested to by the Secretary and the form of any such instrument shall be previously approved by the General Counsel or the General Counsel's designee provided; however, that where by Motion or Resolution of the Board of Commissioners, the execution of instruments is delegated to another person, such instrument may be executed in the manner provided by such resolution. In the absence of the Chair, such instruments may be executed by the Vice-Chair.

4.2 Real Property Acquisition and Disposition. The acquisition, conveyance and leasing of real property by the CRA shall be done in accordance with Chapter 163, Part III, Florida Statutes, as amended and revised, and CRA policies and procedures as adopted by the Board of Commissioners. In the event of a conflict, Chapter 163, Part III, Florida Statutes shall control.

4.3 Purchasing Procedures. In the absence of CRA procurement policies, the CRA adopts the purchasing procedures of the City, as may be amended or revised.

#### ARTICLE 5

##### FISCAL MATTERS

5.1 Fiscal Year. The fiscal year of the CRA shall begin on October 1 and end on September 30 of each year.

5.2 Budget. The Area Managers shall prepare an annual budget and work program for approval by the Board of Commissioners for each fiscal year, and such other budgets as the Board of Commissioners may determine. The CRA shall not expend any funds other than those in the budget or otherwise authorized by the Board of Commissioners, provided that the Board of Commissioners shall have the power to amend its budget as may from time to time be necessary.

## ROLL CALL

**Present** 5 - Commissioner Robert L. McKinzie, Commissioner Romney Rogers, Vice Chair Bruce G. Roberts, Commissioner Dean J. Trantalis, and Chair John P. "Jack" Seiler

## BOARD REPORTS

**BR-1**    17-0767            Fort Lauderdale Aquatic Center Improvement Project Design Alternatives and Updated Cost Estimates

**APPROVED**

**Aye:** 5 - Commissioner McKinzie, Commissioner Rogers, Vice Chair Roberts, Commissioner Trantalis and Chair Seiler

## MOTIONS

**M-1**    17-0802            Motion to Approve Minutes for May 16, 2017, Community Redevelopment Agency (CRA) Board Meeting

**APPROVED**

**Aye:** 5 - Commissioner McKinzie, Commissioner Rogers, Vice Chair Roberts, Commissioner Trantalis and Chair Seiler

**M-2**    17-0686            Motion Authorizing the CRA Executive Director or His Designee to Sign City of Fort Lauderdale Development Review Committee Applications for Community Redevelopment Agency Property to Allow for Review of Projects Proposed by Developers on CRA Owned Property

**APPROVED**

**Aye:** 5 - Commissioner McKinzie, Commissioner Rogers, Vice Chair Roberts, Commissioner Trantalis and Chair Seiler

## ADJOURNMENT