



City of Largo Agenda Item 17

Meeting Date
05/15/18

Presenter: **Karisa Rojas-Norton, ED Coordinator**

Department: **CD – Community Development**

TITLE:

RESOLUTION NO. CRA-18-01, AMENDING THE COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD (CRAAB) TERMS, DUTIES AND RESPONSIBILITIES

Resolution No. CRA-18-01 amends the original Resolution No. CRA-14-01, that established the Community Redevelopment Agency Advisory Board (CRAAB). The changes update the procedures for the attendance requirements and for the removal of Board members. The amendment updates the responsibilities and duties of the CRAAB.

These changes are the result of the advisory board assessment and report that was conducted by staff at the request of the City Commission.

Budgeted Amount: **\$0.00** Budget Page No(s).: **NA** Available Amount: **\$0.00** Expenditure Amount: **\$0.00**

Additional Budgetary Information: **Not applicable**

Funding Source(s): **NA** Sufficient Funds Available: Yes No Budget Amendment Required: Yes No Source: **N/A**

City Attorney Reviewed: Yes No N/A Advisory Board Recommendation: For Against N/A Consistent With: Yes No N/A **WBD CRD Plan**

Potential Motion/Direction Requested: **I MOVE TO APPROVE/DISAPPROVE CRA RESOLUTION NO. CRA-18-01.**

Staff Contact: **Karisa Rojas-Norton, ED Coordinator** **X7206** **krojasno@largo.com**

Attachments: **CRA Resolution No. CRA-18-01**

1 RESOLUTION NO. CRA-18-01

2
3 A RESOLUTION OF THE CITY OF LARGO COMMUNITY REDEVELOPMENT
4 AGENCY, AMENDING RESOLUTION NO. CRA-14-01 BY AMENDING THE
5 PROCEDURES FOR REMOVAL OF MEMBERS OF THE COMMUNITY
6 REDEVELOPMENT AGENCY ADVISORY BOARD; AMENDING THE BOARD'S
7 DUTIES AND RESPONSIBILITIES; PROVIDING FOR AN EFFECTIVE DATE
8

9 WHEREAS, the City of Largo Community Redevelopment Agency, by Resolution No. CRA-14-01,
10 established the Community Redevelopment Agency Advisory Board; and
11

12 WHEREAS, the Community Redevelopment Agency desires to amend the terms of office and the duties
13 and responsibilities of the members of the Community Redevelopment Agency Advisory Board.
14

15 NOW, THEREFORE, BE IT RESOLVED by the City of Largo Community Redevelopment Agency as
16 follows:
17

18 SECTION 1. Resolution No. CRA-14-01, as relates to the Community Redevelopment Agency Advisory
19 Board, is hereby amended to read as follows:
20

21 Establishment and Terms of Office:
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23 The Community Redevelopment Agency Advisory Board (CRAAB) shall be comprised of eleven (11) members,
24 consisting of a combination of the seven (7) Community Development Advisory Board (CDAB) members and
25 four (4) additional members who are residents, manage property, or who are sole proprietors or principal owners
26 of a business located in the City of Largo. Preference shall be given to residential homeowners, commercial
27 property owners, and proprietors or principal owners of businesses located at an address within the community
28 redevelopment districts or who have professional experience in planning, housing, economic development, real
29 estate, building, engineering or another related field. These additional four members shall be appointed by the
30 Community Redevelopment Agency (CRA) Board Chair with the advice and consent of the CRA Board members
31 with initial terms as follows: the seven members also serving on the CDAB shall serve their respective regularly
32 appointed terms, and two (2) of the remaining four (4) members of the CRAAB shall be initially appointed for a
33 term of three (3) years, and the remaining two (2) shall be initially appointed for a term of two (2) years.
34 Thereafter, appointments shall be for a term of three years. Members may be reappointed by the CRA Board
35 Chair with the advice and consent of the CRA Board members. Appointment to fill any vacancy on the CRAAB
36 shall be for the remainder of the unexpired term of office.
37

38 In addition to the eleven (11) voting Board members, there shall be a non-voting staff liaison to act as consultant
39 and coordinator designated by the Community Development Director. The staff liaison shall be responsible for
40 providing the CRAAB with all information and documents necessary to perform its duties. Members who are
41 absent without prior notice to the CRAAB for ~~three (3)~~ two (2) or more consecutive meetings or for a majority of
42 meetings in a single appointment year (the one year period measured from the date of the member's
43 appointment) shall be considered automatically removed and the vacancy created by their removal shall be filled
44 as provided above. Each Board member shall serve at the pleasure of the City Commission. The City
45 Commission may remove any Board member at any time without cause.
46

47 All members and meetings of the CRAAB shall comply with the Florida Sunshine and Public Records Laws.
48

49 The Chairman and Vice-Chairman of the Community Development Advisory Board (CDAB) shall serve as
50 Chairman and Vice-Chairman of the CRAAB. The members of the CRAAB shall by vote establish rules of
51 procedure as it may deem appropriate to carry out its purpose and responsibilities. A quorum of six (6) voting
52 members shall be sufficient to conduct business. An affirmative vote of the majority of members present once a
53 quorum is established shall be necessary for the passage of any motion.
54

55 Meetings will be held quarterly at a minimum, and more frequently as needed. The time and place of meetings
56 shall be determined by the CRAAB, provided that all meetings shall take place after 5:00 p.m. and in a City

57 facility. Aside from regularly scheduled meetings, special public hearings may be required based upon federal
58 and state regulations. These public meetings may be held in conjunction with regularly scheduled meetings.
59 Copies of meeting agendas and minutes shall be provided to the City Commission/CRA Board and made
60 available to other City Advisory Boards. Communication with other Advisory Boards is encouraged to facilitate a
61 broader perspective when making recommendations to the City Commission on matters of City-wide concern.
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64 Responsibilities and Duties:

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66 The CRAAB shall provide input and make recommendations to CRA staff and the Community Redevelopment
67 Agency Board on the following issues:

- 68
- 69 a) Community redevelopment initiatives, incentive applications, plans and programs.
- 70 b) Community Redevelopment District annual report, budget, and Capital Improvement Projects.
- 71 c) Dissemination and information to and solicitation of input from residents, business and property owners
72 concerning the City's redevelopment programs as a basis for establishing consensus on needs, plans,
73 programs, etc.
- 74 d) Comprehensive Plan and Comprehensive Development Code proposed amendments that impact the
75 Community Redevelopment Districts
- 76 e) Other aspects of the Community Redevelopment Agency and Community Development Department
77 initiatives, including special projects and studies, or the Strategic Plan Implementation, as may be
78 requested by CRA staff or the CRA Board.
- 79 f) Joint meetings with the City Commission/CRA as needed from time to time.
- 80

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82 SECTION 2. The provisions of this resolution shall take effect immediately upon its adoption.

83
84 PASSED AND ADOPTED ON THIS ___ DAY OF _____, 2018.

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87 CITY OF LARGO, FLORIDA

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91 _____
92 Louis "Woody" Brown, Mayor

93 REVIEWED AND APPROVED:

94 ATTEST:

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96 _____
97 City Attorney

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96 _____
97 City Clerk