

City of Lake Alfred  
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Lake Alfred, FL 33850



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**AGENDA**  
**CITY COMMISSION MEETING**  
**MONDAY DECEMBER 5, 2016**  
**7:30 P.M.**  
**CITY HALL**

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**CALL TO ORDER: MAYOR CHARLES LAKE**

**INVOCATION AND PLEDGE OF ALLEGIANCE: PASTOR STRAWN**

**ROLL CALL: CITY CLERK AMEÉ BAILEY**

**CITY MANAGER & CITY ATTORNEY ANNOUNCEMENTS**

**RECOGNITION OF CITIZENS: ITEMS NOT ON AGENDA**

**EMPLOYEE OF THE QUARTER – KENDON DANIELS**

**CONSENT AGENDA**

- 1.) NOVEMBER 21, 2016 CITY COMMISSION MEETING MINUTES
- 2.) CITY COMMISSION ANNOUNCEMENTS
- 3.) 2017 BOARD AND COMMITTEE MEETING SCHEDULE

**AGENDA**

- 1.) EXPENDITURE OF POLICE FORFEITURE FUNDS

**RECESS CITY COMMISSION AND CONVENE COMMUNITY REDEVELOPMENT AGENCY BOARD**

**COMMUNITY REDEVELOPMENT AGENCY (CRA) BOARD AGENDA**

- 1.) AUGUST 22, 2016 CRA MEETING MINUTES
- 2.) CRA RESOLUTION 01-16: CRA BOARD BYLAWS

**ADJOURN CRA BOARD AND RECONVENE CITY COMMISSION**

**RECOGNITION OF CITIZENS (PLEASE LIMIT YOUR COMMENTS TO 5 MINUTES.)**

**COMMISSIONER QUESTIONS AND COMMENTS:**

**COMMISSIONER MAULTSBY**  
**MAYOR LAKE**  
**VICE MAYOR DALEY**

**COMMISSIONER DUNCAN**  
**COMMISSIONER DEARMIN**  
**ADJOURN**

**LAKE ALFRED CITY COMMISSION MEETING  
DECEMBER 5, 2016**

**COMMUNITY REDEVELOPMENT AGENCY (CRA) BOARD AGENDA**

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**1.) AUGUST 22, 2016 CRA MEETING MINUTES**

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**ATTACHMENTS:**

- Draft Minutes

**ANALYSIS:** Please review the minutes at your earliest convenience and if there are any questions, comments or concerns please contact the City Clerk, Ameen Bailey at (863) 291-5747.

**STAFF RECOMMENDATION:** Approval of CRA Minutes.

**DRAFT MEETING MINUTES**  
**CITY OF LAKE ALFRED**  
**COMMUNITY REDEVELOPMENT AGENCY BOARD**  
**MONDAY AUGUST 22, 2016**  
**7:51 P.M.**  
**CITY HALL**

**Call to order at 7:59 p.m. – Charles O. Lake, Chair**

**Roll Call:** Those in attendance were Chair Charles Lake, Vice Chair Nancy Z. Daley, Board Member John Duncan, Board Member Jack Dearmin, and Board Member Albertus Maultsby.

Staff attendance: City Manager Ryan Leavengood, Assistant City Attorney Seth Claytor, City Clerk Ameé Bailey-Speck, Finance Director Amber Deaton, Parks and Recreation Director Richard Weed, Fire Chief Chris Costine, and Police Chief Art Bodenheimer.

**COMMUNITY REDEVELOPMENT BOARD (CRA) AGENDA**

**1.) SEPTEMBER 9, 2015 CRA MEETING MINUTES**

**Vice Chair Daley** moved to approve the CRA meeting minutes for September 9, 2015; seconded by **Board Member Dearmin** and the motion was approved by unanimous voice call vote.

|                              |            |
|------------------------------|------------|
| <b>CHAIR DALEY</b>           | <b>AYE</b> |
| <b>VICE CHAIR LAKE</b>       | <b>AYE</b> |
| <b>BOARD MEMBER DEARMIN</b>  | <b>AYE</b> |
| <b>BOARD MEMBER DUNCAN</b>   | <b>AYE</b> |
| <b>BOARD MEMBER MAULTSBY</b> | <b>AYE</b> |

**2.) CRA RESOLUTION 01-16: CRA BOARD BYLAWS**

**Vice Chair Daley** moved to table the Resolution 01-16 CRA meeting bylaws until the next scheduled CRA meeting; seconded by **Board Member Duncan** and the motion was approved by unanimous voice call vote.

|                              |            |
|------------------------------|------------|
| <b>CHAIR DALEY</b>           | <b>AYE</b> |
| <b>VICE CHAIR LAKE</b>       | <b>AYE</b> |
| <b>BOARD MEMBER DEARMIN</b>  | <b>AYE</b> |
| <b>BOARD MEMBER DUNCAN</b>   | <b>AYE</b> |
| <b>BOARD MEMBER MAULTSBY</b> | <b>AYE</b> |

**3.) CRA RESOLUTION 02-16: APPROPRIATION OF REMAINING FUNDS**

**Assistant City Attorney Seth Claytor** read the resolution title.

**City Manager Leavengood** stated the County and City have provided the CRA with information regarding the processing of the tax increment for the 2015 tax year. These funds have been transferred to the CRA Trust Fund.

Florida Statutes Chapter 163 Section III, requires CRAs to appropriate Tax Increment Revenue (TIR) funds on projects that will be completed within 3 years or reduce indebtedness incurred in carrying out the implementation of the CRA Plan. A current best practice is CRA Board approval of documentation showing the amount of Tax Increment Revenue funds that are “carried over” from one fiscal year to the next. Annually the Board approves a budget via resolution that appropriates all unencumbered TIR funds to projects that will be completed within three years or toward the reduction of indebtedness. The purpose of the CRA is to address blight, therefore money must be spent to address these issues. Next year the CRA will have a Capitol Improvement Plan and appropriate funds.

The proposed resolution carries the funds over to the next fiscal year for use in a future project. Staff is proposing to include a capital improvement program (CIP) within the preparation of next year’s budget. The CIP will satisfy the need of appropriating any remaining funds by identifying future projects. The amount of funding to be carried over to the next fiscal year is approximately \$25,350 which includes the County and City tax increment minus the 2015-2016 operating expenses.

Questions and comments were made regarding the method and timing of the CRA CIP. In the spring, the City Manager will present the proposed CIP projects for the City budget and the CRA. The Park Master Plan will provide some direction for future projects.

Staff recommended approval of CRA Resolution 02-16.

**Board Member Dearmin** moved to approve the CRA Resolution 02-16; seconded by **Board Member Maultsby** and the motion was approved by unanimous voice call vote. There were no citizen comments.

|                              |            |
|------------------------------|------------|
| <b>CHAIR DALEY</b>           | <b>AYE</b> |
| <b>VICE CHAIR LAKE</b>       | <b>AYE</b> |
| <b>BOARD MEMBER DEARMIN</b>  | <b>AYE</b> |
| <b>BOARD MEMBER DUNCAN</b>   | <b>AYE</b> |
| <b>BOARD MEMBER MAULTSBY</b> | <b>AYE</b> |

#### **4.) CRA RESOLUTION 03-16: CRA ANNUAL BUDGET**

**Assistant City Attorney Seth Claytor** read the resolution title.

**City Manager Leavengood** stated the proposed CRA budget is the second operating budget to be created following the creation of the CRA in the fall of 2015. Projected revenue for the CRA is \$57,207 with the majority of the funding (\$37,000) being placed in a capital project line item in order to build reserves. This funding will be included in budget preparation for FY 17/18 beginning in March of 2017 to pursue projects within the CRA area. The Parks & Recreation Master Plan slated to be completed in 2017 will likely aid the Board in identifying projects to be funded within the CRA area.



**LAKE ALFRED CITY COMMISSION MEETING  
DECEMBER 5, 2016**

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**2.) CRA RESOLUTION 01-16: CRA BOARD BYLAWS**

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**ISSUE:** The CRA will consider a resolution to establish bylaws governing the CRA.

**ATTACHMENTS:**

- Resolution CRA 01-16
- Exhibit "A" CRA Board Bylaws

**ANALYSIS:** The proposed resolution adopts bylaws for the CRA that identifies various responsibilities and obligations required by state, county, and municipal regulations regarding the operation and powers of the CRA.

The drafted bylaws also contain provisions for procedures on membership, officers and their duties, meetings and schedules, and other various items. These elements have been modeled after existing City procedures and provisions found in the bylaws of other CRAs.

**STAFF RECOMMENDATION:** Approval of CRA Resolution 01-16.

**CRA RESOLUTION NO. 01-16**

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF LAKE ALFRED, FLORIDA, ESTABLISHING BYLAWS REGARDING THE PURPOSE; MEMBERSHIP; AUTHORITY AND RESPONSIBILITIES; OFFICERS AND THEIR DUTIES; MEETINGS, SCHEDULES, AND PROCEDURES; AND AMENDMENT OF BYLAWS; SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Lake Alfred Community Redevelopment Agency (CRA) Board shall determine its own rules of order and adopt said rules by resolution; and

**WHEREAS**, in an effort to facilitate the preparation and orderly progression of meetings, the CRA finds it necessary to develop procedural rules of order to facilitate and to ensure the efficient preparation of CRA meetings and the orderly flow of business; and

**WHEREAS**, the CRA deems it appropriate and necessary to create procedural rules governing agenda composition and release as well as board meeting procedures and citizen involvement; and

**WHEREAS**, is the intention of the CRA that by creating said rules, CRA business will be addressed and conducted in an efficient, uniform and orderly manner; and

**WHEREAS**, the establishment of said rules shall govern and apply to each member of the CRA, all staff members, and all other individuals in attendance.

**NOW THEREFORE BE IT RESOLVED** by the Governing Board of the CRA of the City of Lake Alfred, Florida, as follows:

**SECTION 1: BYLAWS.** The CRA shall serve and create rules of procedures to provide for the preparation and conducting of business at Board meetings as specified in Exhibit 'A', for the purpose of facilitating and achieving uniformity, efficiency, and order.

**SECTION 2: SEVERABILITY:** If any provision or portion of this Resolution is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of the Resolution shall remain in full force and effect.

**SECTION 3: EFFECTIVE DATE.** This Resolution will take effect immediately upon its passage.

**INTRODUCED AND PASSED** by the Governing Board of the CRA of the City of Lake Alfred, Florida, on this 5<sup>th</sup> day of December, 2016.

**COMMUNITY REDEVELOPMENT  
AGENCY OF THE CITY OF LAKE  
ALFRED, FLORIDA**

BY: \_\_\_\_\_  
Charles O. Lake, Chairman

**ATTEST:**

\_\_\_\_\_  
Ameé Bailey-Speck, City Clerk

**Approved as to form:**

\_\_\_\_\_  
Frederick J. Murphy, Jr., City Attorney

Exhibit "A"  
Resolution 01-16



***CITY OF LAKE ALFRED, FLORIDA***

***COMMUNITY REDEVELOPMENT AGENCY (CRA)  
BYLAWS***

**DRAFT 2016**

# Lake Alfred Community Redevelopment Agency Bylaws

## Section 1. Board Name and Definitions

- A. **Name.** The Lake Alfred Community Redevelopment Agency (hereafter the “Board”) was enacted by Ordinance 1335-14 of the City of Lake Alfred, Florida.
- B. **Definitions.** Any word(s) used herein shall possess its everyday and ordinary meaning, provided however, that where one (1) of the following listed term(s) is used, such term(s) shall possess the corresponding meaning, as follows:
1. **City** shall mean the City of Lake Alfred, Florida, a Florida municipal corporation, vested with “Home Rule” authority pursuant to the “Municipal Home Rule Powers Act,” Chapter 166, Florida Statutes, and Article VIII, §2 of the Florida Constitution, and therefore vested with governmental, corporate, and proprietary powers which enable it to conduct municipal government, perform municipal functions, render municipal services, and the general exercise of any power for municipal purposes.
  2. **Bylaws** shall mean the Lake Alfred Community Redevelopment Agency Bylaws.
  3. **City Commission** shall mean the City Commission for the City.
  4. **CRA** shall mean the Lake Alfred Community Redevelopment Agency.
  5. **BoCC** shall mean the Polk County Board of County Commissioners.
  6. **Fiscal year** shall mean the twelve (12) calendar period commencing on October 1 and ending on September 30.
  7. **Plan** shall mean the Lake Alfred Community Redevelopment Plan.
  8. **Fund** shall mean the Lake Alfred Community Redevelopment Trust Fund.
  9. **Business Day(s)** shall mean each calendar day which is not a Saturday, Sunday, and/or a recognized holiday by the City.
  10. **Calendar Day(s)** shall mean any and all days in a 365-day calendar year.
  11. **Vacancy** means the death, resignation, or removal of a member of the Board.

## **Section 2. Purpose**

The purpose of the Bylaws is to provide operating policies and procedures to enable the CRA to carry out the Plan in a manner consistent with Florida law; Part III, Chapter 163, Florida Statutes; Polk County Code of Ordinances and applicable BoCC resolutions; and the City of Lake Alfred Code of Ordinances and resolutions governing or affecting the operation and powers of the CRA.

## **Section 3. Membership**

The membership of the Board shall follow the minimum procedures as set forth in Ordinance 1335-14 of the City of Lake Alfred and as outlined below.

- A. **Members.** Pursuant to Section 163.357 of the Florida Statutes, Resolution 14-052 of the BoCC and Ordinance 1335-14 of the City of Lake Alfred, the Board shall consist of seven (7) members.
- B. **Standing Members.** Five (5) members of the Board shall be the seated City Commission.
- C. **Appointed.** The City Commission may appoint two (2) additional members to the Board. The two (2) appointed members shall serve four (4) year terms. However, one (1) initial appointment shall be for a two (2) year term for the purpose of staggering the terms. Any person may be appointed to the Board if they reside and/or engage in business within the City. Pursuant to Part III, Chapter 163, Florida Statutes, engaging in business includes owning a business, practicing a profession, performing a service for compensation, or serving as an officer or director of a corporation or other business.
- D. **Vacancy.** In the event of a Vacancy of an appointed member, the City Commission shall appoint an individual satisfying the qualifications for the unexpired term.
- E. **Quorum.** For purposes of conducting business and exercising the power(s) of the CRA, a majority of the members of the Board shall constitute a quorum. No meeting of the CRA shall commence unless a quorum is present.

## **Section 4. Authority and Responsibilities**

- A. **Authority.** The CRA shall have jurisdiction over the following matters:
  - 1. Part III, Chapter 163, Florida Statutes as related to Community Redevelopment Agencies.

2. Resolution 2014-052 of the BoCC in order to establish and operate the CRA and Trust. Ordinance 2014-068 of the BoCC relating to the approval of the Plan.
3. Ordinance 2014-069 of the BoCC establishing the Trust, obligating and appropriating the tax increment, and implementing the criteria and recording requirement(s).
4. Ordinance 1335-14 of the City of Lake Alfred for the creation of the CRA, providing for the Board, development of a redevelopment plan, administration of the Trust, and the annual audit of the Trust.
5. Ordinance 1336-14 of the City of Lake Alfred for the approval of the Plan and boundaries.

**B. Responsibilities.** The City and BoCC provided the CRA with the following authority and limitations; provided however, said authority and limitations were conditioned on compliance with the provisions of Chapter 163 of the Florida Statutes and any amendment(s) thereto.

1. The BoCC delegated a portion of its community redevelopment agency power and authority to the City for the creation of the CRA, which was to be located within the legal description included in Resolution 03-14 of the City of Lake Alfred, and the operation of the Trust.
2. The BoCC did not delegate the authority to approve the community redevelopment plan or approval of any modification(s) or amendment(s) thereto.
3. Pursuant to Section 163.361 of the Florida Statutes, Resolution 2014-052 of the BoCC, and the policies adopted by the BoCC which govern community redevelopment agencies, any modification(s) or amendment(s) of the Plan shall be approved by the BoCC prior to implementation.
4. Pursuant to Section 163.361 of the Florida Statutes, Resolution 2014-052 of the BoCC, and the policies adopted by the BoCC which govern community redevelopment agencies, the BoCC did not delegate the authority to establish the redevelopment trust fund, tax increment percentage utilized for the CRA, or any further modification of the tax increment percentage.
5. Pursuant to Ordinance 2014-068 of the BoCC, the CRA shall expend fifteen percent (15%) or less for administrative costs in the implementation of the Plan.
6. Pursuant to Section 163.356 of the Florida Statutes and Ordinance 2014-068 of the BoCC, the CRA shall submit an annual report to the BoCC denoting the progress of its various activities.
7. Pursuant to Ordinance 2014-069 of the BoCC, funds deposited into the Fund are to finance projects within the CRA area.
8. Pursuant to Ordinance 2014-069 of the BoCC, the Fund shall exist for the duration of the Plan but not exceed thirty (30) years.
9. Pursuant to Ordinance 2014-069 of the BoCC, the CRA shall set up and

maintain the Fund; develop rules, regulations, and criteria to effectively administer the Fund; and the CRA shall also establish and maintain books and records and adopt procedures to enable it to utilize the Fund for the allocated purpose.

10. Pursuant to Ordinance 2014-069 of the BoCC, money in the Fund shall be disposed of each fiscal year by returning same to the taxing authority, reducing debt, deposit into an escrow for debt, or appropriating to a specific redevelopment project pursuant to the Plan to be completed within three (3) years from the date of appropriation.
11. Pursuant to Ordinance 2014-069 of the BoCC, the CRA shall be responsible for the receipt, custody, disbursement, accountability, management and proper application of all monies paid into the Fund. The CRA shall provide for an independent financial audit of the Fund each fiscal year and a report of such audit. Such report shall describe the amount and source of deposits into, and the amount and purpose of withdrawals from, the Fund during such fiscal year and the amount of principal and interest paid during such fiscal year on any indebtedness to which is pledged increment revenues and the remaining amount of such indebtedness. The CRA shall provide a copy of the report to each taxing authority.

## **Section 5. Officers and Their Duties**

The officers are the Chair and the Vice-Chair, and the officers shall follow the minimum procedures set forth in the Bylaws, as follows:

- A. **Appointed Officers.** In the absence of an election of officers as contemplated below, the Mayor of the City Commission shall serve as the Chair, and the Vice-Mayor of the City Commission shall serve as the Vice Chair.
- B. **Election of Officers.** Notwithstanding the previous, once per fiscal year on or after October 1, the members of the CRA may elect a Chair and Vice-Chair from among its regular members to serve in that capacity until the next election or until the election is Vacated. A majority vote of the Board shall be required in the election of officers.
- C. **Duties.** The Chair shall have the general powers and duties of supervision and management usually associated with the office of Chair. The Chair shall preside at all meetings of the CRA. The Vice-Chair shall exercise the powers and functions of the Chair in the absence of the Chair. Upon the Vacancy of the Chair, the Vice-Chair shall become the Chair.
- D. **Staff.** City staff shall be responsible for the administration, management, and performance of the policies and programs approved by the CRA. City staff shall

prepare and maintain all records. The city manager of and/or for the City may conduct preliminary negotiations, as necessary to implement plans and programs previously approved by the CRA.

## **Section 6. Meetings and Schedules**

The CRA shall follow the minimum procedures as outlined below.

- A. **Notification and Attendance.** It shall be the responsibility of City staff to contact the CRA members, confirm attendance, and provide an agenda.
- B. **Organizational Meeting.** The first meeting of the fiscal year shall serve as an organizational meeting.
  - 1. The CRA may adopt a quarterly, semiannual, or annual schedule of regular meetings. The schedule, if adopted, shall include the date, time, and location of each scheduled meeting and will be placed on the City website.
  - 2. The CRA may elect the Chair and Vice-Chair.
  - 3. The CRA shall appoint or reappoint committee members, if needed.
- C. **Regular Meetings.** Meetings shall be held in the Lake Alfred City Hall Commission Chamber in accordance with the annual schedule of regular meetings as adopted by the Board in their annual organizational meeting or as may otherwise be necessary.
- D. **Budget Meeting.** The CRA shall meet and approve a budget prior to the final adoption of the budget by the City Commission.
- E. **Special Meetings.** The Chair or a majority of the members of the CRA may request a special assembly. The Chair or the CRA members calling a special meeting shall notify the City staff at least seven (7) Business Days in advance of the time and place, and the purpose of the special meeting.
  - 1. The City staff shall notify all members of the CRA.
  - 2. Pursuant to applicable Florida law, special meetings may be called so long as the statutorily prescribed requirements for public notice are met.
- F. **Workshops.** CRA members may hold a workshop to discuss any matters of interest to the CRA, and such workshops may be called from time to time by the Chair, who shall give at least seven (7) Business Days' notice of same. All members are strongly encouraged to attend any workshop meeting(s). At no time during any workshop meeting(s) shall a member of the CRA announce and/or indicate his or her position regarding a decision to be made at a public meeting.
- G. **Training.** The CRA members are encouraged to attend at least one (1) training session per calendar year in the State of Florida in order to further his or her individual knowledge of

community redevelopment agency principles. A training session may include, but shall not be limited to, local workshops, City-sponsored workshops, regional seminars, and/or state conferences. City staff shall be responsible for informing CRA members about training and educational opportunities. CRA members may also bring training and educational opportunities to the attention of City staff. Pursuant to applicable Florida law, the City shall pay for travel, lodging, food, materials, and the training session, if approved by the City Manager. If a CRA member does not attend the training session, once paid for by the City, said member shall be required to reimburse the City. Additionally, City staff shall keep the CRA members updated on community redevelopment agency related issues.

- H. **Committees.** The CRA may establish committees to assist the CRA in the implementation of the Plan.

**Section 7. Meeting Procedural Rules.**

- A. **Decorum.** Business before the CRA will be conducted in accordance with the *Robert's Rules of Order*.
- B. **Order of Business.** The standard agenda form which delineates the order of business to come before the Board during the regular meeting(s) shall be as follows:
1. Call to order
  2. Roll call
  3. Invocation
  4. Pledge of allegiance
  5. Approval of minutes
  6. Public Hearing
  7. New Business
  8. Other business
  9. Adjournment
- C. **Release of Agenda.** All agendas shall be available to the public no later than the close of business five (5) Calendar Days immediately preceding the CRA meeting.
- D. **Citizen Involvement.** Public hearing shall be conducted in accordance with the following prescribed procedures:
1. Citizen's attending the regular meeting of the CRA may participate at said meeting pursuant to the listing specified in the current agenda. In respect to a workshop or special meeting, citizens may only participate at the request of the CRA.
  2. Members of the public addressing the CRA shall first identify themselves by their full name and address. The Chair shall rule out of order any member of the public who shall speak without being recognized or who shall not address the CRA from the podium or other established speaking area. Citizen

comments shall be directed to the CRA as a body and not to individual members.

3. The CRA may establish a five (5) minute time limit for members of the public to address the CRA.
  4. Signs or graphic displays of any kind shall not be displayed in the meeting chambers except in connection with a presentation made to the CRA by a speaker at the podium.
- E. **Motions.** Any CRA member may make and/or call a motion. The Chair shall require a second before entertaining discussion or calling for a vote on the motion.
- F. **Voting.** Voting may be by voice vote whereby the Chair will ask those in favor of the motion to so indicate by saying “aye”; those opposed, “no”. At the discretion of the Chair, or any member of the CRA, a “roll call” vote may be called on any matter.
- G. **Abstention.** Voting conflicts shall be handled in accordance with the provisions of Section 112.3143 of the Florida Statutes. No CRA member may vote on any measure in which they have a personal, private, or professional interest that inures to a special gain or the special gain of any principal. Prior to public discussion of the measure, the member shall disclose the nature of their interest.
- H. **Final Action.** The CRA shall, by motion, approve, approve with conditions and/or modifications, or not approve any request and/or matter considered before it; and, all motions shall be approved by a majority vote of the CRA members present and constituting a quorum. By taking such action, the CRA provides the City Commission with its recommendation. Each motion shall contain a recital of the decision of the CRA, including any modifications and/or conditions made as part of the CRA’s recommendation. The Chair may, when instructed by the majority of the CRA, convey a memorandum to the City Commission explaining any matter having come before the CRA.
- I. **Minutes.** Minutes of the CRA shall be recorded and kept by City staff. The minutes shall serve as a complete, but not verbatim description of the meeting. The City Staff designated to record the meeting shall act as parliamentarian. Each member of the CRA will be responsible for reviewing the minutes prior to each meeting.

## **Section 8. Amendment of The Bylaws.**

The Bylaws may be amended, from time to time, by the majority vote of the members of the CRA. No special notice is required to make “errata changes” to the Bylaws; however, amendments that amount to substantive change in procedures and/or modification(s) in the policies of the CRA concerning membership, election of officers, removal of officers or members, or the criteria for review of applications shall require approval from the City Commission.