

**MEETING MINUTES  
CITY OF LAKE ALFRED  
COMMUNITY REDEVELOPMENT AGENCY BOARD  
MONDAY DECEMBER 5, 2016  
7:51 P.M.  
CITY HALL**

**Call to order at 8:43 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 Attorney Seth Claytor, City Clerk Ameen Bailey-Speck, Police Chief Art Bodenheimer, and Public Works Director John Deaton.

**COMMUNITY REDEVELOPMENT BOARD (CRA) AGENDA**

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

**Board Member Duncan** moved to approve the CRA meeting minutes for August 22, 2016; seconded by **Board Member Dearmin** and the motion was approved by unanimous voice call vote.

<b>CHAIR LAKE</b>	<b>AYE</b>
<b>VICE CHAIR DALEY</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**

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

**City Manager Leavengood** 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.

He stated that the City Attorney made a few scrivener's changes in the agenda publication.

**Vice Chair Daley** asked about the election process and the timing for the election of Officers since it differs from the appointment of offices for the City Commission. She asked if the chair and vice chair positions could mirror the City Commission Mayor and Vice Mayor appointments.

**City Manager Leavengood** stated that in the absence of an election it will default to the Mayor and Vice Mayor. The Chair is whoever is in the position of Mayor (the position not a person). It could be noted in the minutes that the CRA is following the bylaws to allow the Mayor to serve

as Chair and the Vice Mayor is serving as Vice Chair. It is only different if there is an election. At some point when there are community members on the CRA they may be elected for these positions.

**City Clerk Bailey** stated that the October date was based on Florida Statutes.

**Assistant City Attorney Claytor** stated that vacancy is defined as the death, resignation, or removal of a member of the Board. If there was a new Mayor then the default would be for the Vice Chair to serve.

**Chair Lake** asked about the appointment of additional members.

**Member Dearmin** asked about training.

**City Manager Leavengood** suggested waiting another year to appoint additional members. There will not be much activity in 2017 and do to the dual office restrictions. In addition, you may not want to appoint an active resident to the CRA and restrict them from participating on another board or committee. Those may be good people to recruit with e CRA is more active.

The FLC has a CRA conference one a year and he recommended the City Commission to attend.

**Assistant City Attorney Claytor** read the changes from the previous version.

**Board Member Dearmin** moved to approve Resolution 01-16 CRA meeting bylaws; seconded by **Board Member Duncan** and the motion was approved by unanimous voice call vote.

<b>CHAIR LAKE</b>	<b>AYE</b>
<b>VICE CHAIR DALEY</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>

#### **Motion to adjourn**

Without further business, the CRA Meeting adjourned at 9:03 p.m.

Respectfully submitted,



Ameé Bailey-Speck  
City Clerk