



# City of Delray Beach

100 N.W. 1st Avenue  
Delray Beach, FL 33444

## Legislation Text

**File #:** 18-0065 CRA, **Version:** 1

**TO:** CRA Board of Commissioners  
**FROM:** Jeff Costello, CRA Executive Director  
**DATE:** August 15, 2018

### DISCUSSION - CRA MEETING DATES & TIMES

#### **Background:**

At the June 11, 2018 CRA Board Meeting the Board amended the CRA By-Laws to state that the CRA shall hold regular meetings on a monthly basis.

During the CRA Board's discussion regarding the date and time of the CRA Board Regular Meeting, the Board indicated that they would like to schedule the meeting close to the City Commission Workshop Meeting. Also, the CRA Board indicated that they would like to explore the option of holding "2 meeting weeks" per month so that the City Commission Meetings and Workshops, and the CRA Board Regular Meeting take place during 2 weeks out of the month.

The City Commission Meetings are currently scheduled as follows:

City Commission Meeting	First and Third Tuesday of each month at 6:00 p.m.
City Commission Workshop Meeting	Second Tuesday of each month at 6:00 p.m.

CRA Staff met with City Staff to discuss the option of holding 2 meeting weeks. In order for this to occur, the City Commission must vote to change their meeting dates.

As an alternative, the CRA proposes the following option based on discussions with City Staff:

City Commission Meeting	First and Third Tuesday of each month at 6:00 p.m.
City Commission Workshop Meeting	Second Tuesday of each month at 3:00 p.m. or 4:00 p.m.
CRA Regular Board Meeting	Second Tuesday of each month at 5:30 p.m. or 6:00 p.m.
CRA Board Workshop	As needed

If the CRA Board approves of the CRA Regular Meeting being held on the second Tuesday of each month, CRA Staff will coordinate the time with City Staff and the CRA Regular Board Meeting scheduled will be as follows:

September 11	January 22
October 9	February TBD (City Commission Meeting & Workshop both scheduled for February 12)
November 13	March 12

December TBD (No City Commission Workshop Scheduled)	
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Attachment(s): None.