



# HISTORIC TOWN OF EATONVILLE, FLORIDA

## REGULAR CRA MEETING

### JULY 18, 2024, AT 06:30 PM

### Cover Sheet

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**\*\*NOTE\*\*** Please do not change the formatting of this document (font style, size, paragraph spacing etc.)

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**ITEM TITLE:** Approval of Resolution CRA-R-2024- 29 Authorizing the Chair to act as Executive Director for the purpose of maintaining the day-to-day duties or until an Executive Director is hired by the TOECRA Board.  
(Administration)

**COMMUNITY REDEVELOPMENT ACTION:**

<b>CRA DECISION</b>	YES	<b>Department:</b> ADMINISTRATION
<b>CONSENT AGENDA</b>		<b>Exhibits:</b> <ul style="list-style-type: none"><li>Resolution CRA-R-2024-29</li></ul>
<b>NEW BUSINESS</b>		
<b>ADMINISTRATIVE</b>		
<b>CRA DISCUSSION</b>		

**REQUEST:** Approval of Resolution CRA-R-2024-29 Authorizing the Chair to act as Executive Director for the purpose of maintaining the day-to-day duties or until an Executive Director is hired by the TOECRA Board..

**SUMMARY:** the TOECRA Board of Directors do hereby desire to adopt a resolution authorizing the Chair to act as Executive Director or assume administrative function for a maximum of 30 days after a resolution passed by the CRA Board for the purpose of maintaining the day-to-day duties or until an Executive Director is hired by the TOECRA Board. The TOECRA Chair acting as Executive Director shall be responsible for carrying out the policies established by the TOECRA and shall have general supervision over, and be responsible for, the performance of the day-to-day operations of the TOECRA. The TOECRA Chair acting as Executive Director shall perform the duties of setting and preparing the meeting agendas, overseeing the fiscal operations, preparing the annual budget for TOECRA approval, designate a meeting time to discuss and adopt an annual budget prior to the end of the fiscal year pursuant to Chapter 218, Florida Statutes. The Executive Director of the TOECRA, with the approval of the TOECRA, may hire, retain, and engage such employees, agents, consultants, experts, attorneys, and specialists, as deemed necessary. Unless otherwise noted.

**RECOMMENDATION:** Staff is recommending the Board of Directors to Approval of Resolution CRA-R-2024-29 Authorizing the Chair to act as Executive Director.

**FISCAL & EFFICIENCY DATA:** N/A