



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

**File #:** 19-00271

Community Redevelopment Agency 7/15/2019

### **ACTION ITEM**

**SPONSOR:** Jewel Cannada Wynn, Chairperson

### **SUBJECT:**

AMENDMENT NO. 1 TO INTERLOCAL AGREEMENT FOR ADMINISTRATIVE SERVICES BETWEEN THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PENSACOLA

### **RECOMMENDATION:**

That the Community Redevelopment Agency (CRA) approve Amendment No. 1 to the Interlocal Agreement for Administrative Services Between the Community Redevelopment Agency of the City of Pensacola, Florida and the City of Pensacola, Florida. Further, that the CRA authorize the Chairperson to take all actions necessary to effectuate these changes.

### **SUMMARY:**

Since inception, the CRA's activities and administrative services have been provided by employees of the City of Pensacola through an Interlocal Agreement for Administrative Services. On July 11, 2016, the Community Redevelopment Agency (CRA) took an action to amend the interlocal agreement and its bylaws, in order to directly employ and supervise its staff.

New Mayoral/City Council strategic initiatives, aimed at improving City efficiency and interdepartmental collaboration, support a return to the previous staffing arrangement. The attached amendment to the Interlocal Agreement for Administrative Services will better align the CRA's staffing procedures with these goals.

### **PRIOR ACTION:**

July 11, 2016 - The CRA approved the direct hire of Helen Gibson as CRA Administrator and authorized a solicitation to fill an Assistant Administrator position.

June 5, 2017 - The CRA amended its Bylaws to add provisions for supervision and direction of CRA staff.

September 11, 2017 - The CRA approved an Interlocal Agreement for Administrative Services.

September 14, 2017 - City Council approved an Interlocal Agreement for Administrative Services.

May 7, 2018 - The CRA approved salary increases for the CRA Administrator and Assistant CRA

Administrator.

**FUNDING:**

NA

**FINANCIAL IMPACT:**

None

**CITY ATTORNEY REVIEW:** Yes

7/3/2019

**STAFF CONTACT:**

M. Helen Gibson, AICP, CRA Administrator  
Victoria D'Angelo, Assistant CRA Administrator

**ATTACHMENTS:**

- 1) Amendment No.1 - Administrative Services Interlocal
- 2) City Organizational Chart

**PRESENTATION:** No