



**CITY OF FORT LAUDERDALE
COMMUNITY REDEVELOPMENT AGENCY**

MEMORANDUM No. 25-005

TO: CRA Chairman & Board of Commissioners
Fort Lauderdale Community Redevelopment Agency

FROM: Rickelle Williams, CRA Executive Director *RW*

DATE: November 12, 2025

**SUBJECT: Proposed Relocation of the Community Redevelopment Agency's
Offices to The Adderley – 501 NW 7 Avenue**

The purpose of this Memorandum is to inform the Fort Lauderdale Community Redevelopment Agency Board of Commissioners of the Community Redevelopment Agency's (CRA) intent to relocate its administrative office to The Adderley located at 501 NW 7 Avenue. The CRA's lease for its current 6,000 square foot location at 914 NW 6 Street will expire on November 30, 2025. While the existing office has served the CRA well over the years, the move to the Adderley will provide significant savings to the CRA, allow the CRA to right size its space needs down to 4,000 square feet, and activate ground floor space within The Adderley along Sistrunk Boulevard.

Funding in the amount of \$600,000 for the buildout of The Adderley office is being requested through a Northwest-Progresso-Flagler Heights CRA budget amendment on the CRA Board of Commissioner's November 18, 2025, agenda (CAM #25-1052). The total cost of the buildout is estimated to be up to \$750,000 which will also require a contribution of \$150,000 from Central City CRA. The buildout is expected to be completed and allow for move-in by Spring 2026. To accommodate the move-in date, the CRA will recommend to the CRA Board of Commissioners a six (6)-month extension of the current lease with 914 NW 6 Street.

To reduce long-term costs and secure a permanent presence within the Northwest-Progresso-Flagler Heights (NPF CRA) district, the CRA proposes to relocate its offices to The Adderley, a NPF CRA-supported mixed-use affordable housing development located at 501 NW 7th Avenue. As part of the CRA's Forgivable Loan Agreement with West Village, LLC, the project's developer, 4,000 square feet of ground-floor commercial retail space was reserved for CRA use at a competitive lease rate.

Through the agreement, the CRA has secured this space at a below-market rate of ten dollars (\$10) per square foot, plus common area maintenance (CAM), under a five (5)-

year lease with renewal options. The NPF CRA Advisory Board unanimously approved the relocation on October 14, 2025, after determining that this option represents the most cost-effective and strategic solution. Comparable office space searches yielded no alternatives offering lower rental rates.

The proposed buildout will transform the raw commercial shell into a fully functional, modern office environment. The project scope includes interior framing, finishes, lighting, heating, ventilation and air condition (HVAC) installation, Americans with Disabilities Act (ADA)-compliant restrooms, furnishings, fixtures, equipment, and technology infrastructure.

It is recommended that at its November 18, 2025, meeting, the CRA Board of Commissioners, approve the allocation of \$750,000 from the NPF and Central City CRA Capital Improvements Funds for the design and interior build-out of the new CRA offices within The Adderley building, and authorize staff to proceed with procurement, permitting, and construction coordination.

For questions, please contact Clarence Woods, CRA Manager, at (954) 828-4519 or CWoods@fortlauderdale.gov.

c: D'Wayne M. Spence, Interim City Attorney
David R. Soloman, City Clerk
Patrick Reilly, City Auditor
City Manager's Office
Department Directors