



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#26-0631

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Rickelle Williams, City Manager

DATE: June 16, 2026

TITLE: Resolution Approving a Memorandum of Understanding with the Downtown
Development Authority of the City of Fort Lauderdale for Planning and
Design Services to Develop Concepts for the Future Use of the One Stop
Shop Site Located at 301 N Andrews Avenue – (**Commission District 2**)

Recommendation

Staff recommends the City Commission adopt a resolution approving a Memorandum of Understanding (MOU) between the City of Fort Lauderdale and the Downtown Development Authority of the City of Fort Lauderdale (DDA), in substantially the form attached as Exhibit 2, for planning and design services to develop concepts for the future use of the One Stop Shop site located at 301 N Andrews Avenue (Location Map included as Exhibit 1).

Background

301 N Andrews Avenue is a vacant parcel owned by the City of Fort Lauderdale. It is commonly known as the One Stop Shop site because it was once home to the City of Fort Lauderdale's One Stop Shop building permitting office. The building that included City services was demolished in 2019, leaving a vacant green space with a public parking lot at the north end of the site. Since the demolition of the One Stop Shop, the site has been enclosed by a fence apart from the parking lot which remains accessible to the public.

The One Stop Shop site is approximately 2.75 acres and in 2021 was appraised at \$26 million. It is located within the City's Regional Activity Center – City Center (RAC-CC) Zoning District which is one of the most permissive zoning districts and provides form-based development requirements with intent based design criteria. The City's Downtown Master Plan (DMP), which serves as a guiding document for development within the RAC-CC suggests that the One Stop Shop site could be used to increase the amount of public space downtown. The DMP includes the following recommendation:

Within the Open Space section of the DMP, it is encouraged that six (6) new major parks and public spaces be created including a "Community park located

on the block currently occupied by the City's 'One Stop Shop' building.

On January 13, 2026, the City Commission discussed the future of the One Stop Shop site during the Commission's Prioritization Workshop. As a result, there was consensus for City staff to further evaluate the One Stop Shop site as a park and active community space.

Proposed MOU Between the City of Fort Lauderdale and the DDA

In response to the City Commission's interest in pursuing the development of the One Stop Shop site as a park and active community space, the DDA approached the City with an offer to assist with community outreach and engagement, due diligence, and planning to prepare initial design concepts for consideration by the City. The One Stop Shop site is within the boundary of the DDA.

As outlined in the MOU (Exhibit 2), the DDA will develop initial design concepts for the site as well as conduct public engagement and outreach to solicit community input regarding potential park programming and design. Upon completion of these efforts, the DDA will present to the City Commission design concepts, a summary of outreach performed, and the DDA's recommendation for proposed next steps. Public outreach will include in-person meetings, email campaigns, and website and online communications. Under the terms of the MOU, the City will be responsible for funding a phase I environmental analysis, a survey, geotechnical reports, title work, parking utilization analysis, and a tree and palm condition report. The DDA will be responsible for all other costs associated with the terms of the MOU.

The term of the MOU is proposed to be for a period of eighteen (18) months with an opportunity to extend the term upon mutual agreement of both parties for a term not to exceed six (6) months from the end of the initial eighteen (18)-month period. During the term of the MOU, it is proposed that the DDA will be allowed to host temporary activations of the site. Temporary activations will be used to study and evaluate potential future programming. This may include, but is not limited to, a temporary market (farmer's market), seasonal activation, holiday-related events, or other park-like activations. Any activation will require the mutual agreement of the City and the DDA and will follow all City processes for similar events.

The MOU does not contemplate or assign responsibility for the development or funding of the resulting work product. Should the City Commission approve the MOU, City staff and the DDA will begin working together to further the initiative within the terms of the MOU.

Resource Impact

There is no fiscal impact associated with this action.

Strategic Connections

This item is a *2026 Commission Priority*, advancing the Bolster Thriving Communities initiative.

This item supports the *Press Play Fort Lauderdale 2029* Strategic Plan, specifically advancing:

- The Business Growth and Support Initiative, Goal 6: Build a diverse and attractive economy

This item advances the *Fast Forward Fort Lauderdale 2035* Vision Plan: We Are Community.

This item supports the *Advance Fort Lauderdale 2040 Comprehensive Plan* specifically advancing:

- The Neighborhood Enhancement Focus Area

Attachments

Exhibit 1 – 301 N Andrews Avenue Location Map

Exhibit 2 – One Stop Shop MOU

Exhibit 3 – Resolution

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Charter Officer: Rickelle Williams, City Manger