

The Opa-locka Community Redevelopment Agency

CRA Clerk's Summary Minutes

Virtual CRA Meeting

Wednesday, October 28, 2020
5:00 P.M.

• CALL TO ORDER:

Chairwoman Jannie Russell called the Virtual Community Redevelopment Agency Meeting to order at 5:15 p.m. on Wednesday, October 28, 2020.

Pursuant to Executive Order No. 20-69, issued by the office of the Governor Ron DeSantis On March 20, 2020, municipalities may conduct meetings of their governing boards without having a quorum of its members present physically or at any specific location, and utilizing communications media technology such as telephonic or video conferencing, as provided by Section 120.54(5)(b)2, Florida Statutes.

An opportunity was given to the public to email the CRA Clerk prior to the CRA Meeting with any questions/comments/concerns on items we will hear on this evening's CRA agenda. This meeting is being streamed live at <https://www.youtube.com/user/CityofOpalocka>.

Since this is a virtual meeting as authorized by the Governor of the state of Florida, again, Members of the public wishing to address the CRA have been offered the opportunity to do so. Public comments will be included as part of the public record for this virtual meeting and will be considered by the CRA prior to any action taken.

• ROLL CALL:

The following members of the Opa-locka Community Redevelopment Agency were present: Chairwoman Jannie Russell, Board Member Alvin Burke, Board Member Chris Davis, and Board Member Matthew Pigatt. Also present were Board Attorney Candice Cobb, CRA Manager, Gregory Gay, CRA Staff, Corion Delaine, Gerald Lee and CRA Board Clerk Kinshannta Hall.

Absent Members: Vice Chair Joseph L. Kelley, Board Member Sherelean Bass, & Board Member Rose Tydus.

• PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited in unison.

Chairwoman Russell: Are there comments or concerns from the Public? Are there any add-ons for this meeting?

CRA Clerk Hall: I haven't received any comments, phone calls, or emails from the Public and there are no add-ons either.

Board Member Matthew Pigatt moved to approve September 9, 2020 CRA reading minutes. Board Member Chris Davis second. The reading minutes from September 9, 2020 CRA meeting were approved.

There being no discussion, the motion passed by a 4-0 vote.

Alvin Burke	Yes
Chris Davis	Yes
Matthew Pigatt	Yes
Jannie Russell	Yes

Chairwoman Russell: Public comments is now open.

Chairwoman Russell: Public comments is now closed.

H. DISCUSSIONS/PRESENTATIONS

Mr. Gay: There are a few items that are upcoming. A few months ago we did a Memorandum of Understanding which is a contract between the City and the CRA. When we passed this back in February before the pandemic we brought before you a document with not a lot of variations to it. Since that time there are somethings that have been brought to our attention. The Memorandum of Understanding has to be reviewed on an annual basis. We will be bringing before you a section that addresses a change to section 3. Section 3.3 is the last piece that deals with annual statements and payments. It was recommended by Miami-Dade County that we add on section 3.4 which deals with "Trust" payments. As you may recall we moved on the item at our last meeting dealing with reconciliation of funding between the City and the CRA. We will be adding section 3.4 which is trust payments. It's going to read as follow: Any taxing authority that does not pay the incremental revenue to the "Trust" fund by Jan 1 shall pay to the "Trust" fund in the amount equal to a 5% percent of the amount of the increment revenue and shall pay interest on that amount of the unpaid increment revenue equal to 1% percent for each month the increment is outstanding providing the agency such penalties paid in part or whole.

Mr. Gay: If the City or the County do not make their “TIFF” payment by Jan 1 there will be a penalty in interest until that cost is paid. There is a Florida Statue and we borrowed the language from the Statue.

Chairwoman Russell: Is that standard language in most CRA agreements?

Mr. Gay: There is a place in the state statue which addresses when “Trust” payments should be made. They should be made on an annual basis.

Chairwoman Russell: Is this suggested language by the County?

Mr. Gay: The County recommended that we add the language to our Memorandum of Understanding.

Chairwoman Russell: Did they come up with the 1 percent as well?

Mr. Gay: Yes.

Board Member Pigatt: I would like the language and documents that was presented to be brought before us so we can see them.

Mr. Gay: We will be presenting it before you all once we finalize it as a part of a resolution.

Chairwoman Russell: Make sure we get the documents in a timely manner. We just want to make sure everyone can review and if there are changes that we may want to change or comments. Send us a copy of what the state has so we can compare the two.

Mr. Gay: The CRA bylaws is another document that needs to be worked on to make sure there is no conflicting language. One thing that was expressed by the County and general auditor operation audit it spoke of the term of office for those who were appointed to the CRA board and having that more spelled out and more defined. It doesn't really speak to a term of office or limitation it was vague on that particular language and that is something that needed to be brought back before you so you all can formalize it. We will be bringing that information back before you.

Mr. Gay: Mr. Delaine is the project manager he will be providing an update where we are on the Façade improvement project.

**The Façade Improvement Program is currently one of the newest ongoing project within the CRA. The facade Improvement Program is to assist all businesses that are within the CRA boundaries. Mr. Delaine serves as the project manager.*

Mr. Delaine: I'm happy to announce that we have six applicants that are both commercial and industrial properties along the 27th avenue corridor 22 avenue and Ali-baba Avenue. On the call I have Mr. Eric and Ms. Marcia. They have prepared some information on where we are with the project.

Eric Strickland: We did receive six applications. As we discussed in the past, there was a Public Notice and the application period was until September 30, 2020. We completed applications up until October 15, 2020. Of the six applicants we have determined five applicants to be eligible. We also submitted a summary sheet to staff. The projects are for the front facades of buildings. It covers signage, painting, doors, windows and canopies. Three of the properties are more industrial. We feel they all meet the criteria for the program. The award range from \$7,000 dollars up to \$25,000 dollars and we are working within the guidelines. Each of the applicants submitted a timeline as well as their contractor bid. We are happy that four of the projects can be completed by the end of December 2020 and the fifth project will be completed around February 2021 which requires more work.

Chairwoman Russell: Any questions board members?

***No questions were asked**

Chairwoman Russell: You did say that one of the projects will be completed in February 2021. Is this the project that is for \$25,000 dollars?

Eric Strickland: Yes. It consists of a larger outdoor storage area and fencing.

Chairwoman Russell: The business owners were supposed to contribute? Have that happened?

Marcia Grant: They are all aware and will be contributing their 33% percent.

Eric Strickland: We had six applicants. One of the applicants were outside of the CRA boundaries so it was not approved. The total funding for the five projects was \$81,000 dollars and \$100,000 dollars was allocated.

Board Member Davis: Are we considering a phase two?

Mr. Gay: We want to utilize the funds that are available now. Once we conclude that we are looking at a second allocation which is to look at and focus on properties within the intersection so they can have a visible impact. We are looking at doing a phase two.

Eric Strickland: We have suggested an event downtown which consists of a culture event and consider the downtown plan. We have some interesting ideas and we are looking forward to working with staff regarding the remaining funding.

Chairwoman Russell: When we had the walkthrough a couple weeks ago one thing that was brought up was the fact we have a lot of businesses that a lot of things are made here in Opa-locka. If you ride downtown at night it is really beautiful when all of the lights are on.

Mr. Gay: I'm glad Chair Russell that you were able to participate in the walkthrough to see the opportunities to create for our downtown master plan. Mr. Delaine has been over the Downtown masterplan as well. He will also be providing an update.

***Stantec is the consultants that is over the Downtown Master Plan. This is also a newly project that is going on within the City. An update will be provided at the next meeting.**

Mr. Delaine: In regards with the downtown masterplan, the next step will be “Stantec” will conduct interviews. I do have them on the line to give a brief synopsis of what will be the next steps regarding the downtown master plan.

Jared Beck: It was a really good opportunity to do the walk through downtown with staff and Mr. Strickland with the OLCDC to join us as well. There are some challenges but we can work through this. At this time we have just started working on the target marketing analysis as well as the overall parking and assessments. In the next week or so we will be working on a detailed outline and schedules for elements as well working with Staff with arranging discussions and stakeholders groups but more investments of downtown. We are excited and we are ready to work with you all.

***Mr. Gay sums up the director report, the façade improvement program and the downtown masterplan with Stantec. The goal is to have all information updated and an update will be provided at the next CRA meeting.**

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Board Member Matthew Pigatt and second by Board Member Alvin Burke to adjourn the meeting. The meeting was adjourned.

ATTEST:

Kinshannita Hall
Board Clerk


Jannie Russell

Chairperson