

*APPROVAL*

*OF*

*MINUTES*

*(March 15, 2022)*

**The Opa-locka Community Redevelopment Agency**

**CRA Clerk's Summary Minutes**

**CRA Meeting**

**Tuesday, March 15, 2022**

**5:30 P.M.**

• **CALL TO ORDER:**

Chairwoman Jannie Russell called the Community Redevelopment Agency Meeting to order at 5:48 p.m. on Tuesday, March 15, 2022.

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.

• **ROLL CALL:**

The following members of the Opa-locka Community Redevelopment Agency were present: Chairwoman Jannie Russell, Vice Chair Chris Davis, Board Member Sherelean Bass, Board Member Audrey Dominguez, Board Member John Taylor, and Board Member Veronica Williams. Also present were Board Attorney Burnadette Norris-Weeks, CRA Manager, Corion Delaine, CRA Staff, Gregory Gay, Gerald Lee, and Board Clerk Kinshannta Hall.

**Board Clerk Hall:** I would like to state on the record and inform everyone that I received a resignation letter from Board Member Rose Tydus. I would like to thank her for her assistance throughout many years for serving on this board.

**Chairwoman Russell:** We are going to miss her, and I would like for us to send her a letter of appreciation to let her know that we appreciated her. I was saddened to hear this.

Board Member Sherelean Bass led us in Prayer.

• **PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was recited in unison.

**Chairwoman Russell:** Do we have any add on items tonight?

\*(There were no add on items.)

Board Member Veronica Williams moved to approve November 16, 2021, CRA reading minutes. Board Member Audrey Dominguez second. The reading minutes from November 16, 2021, CRA meeting were approved.

There being no discussion, the motion passed by a 5-0 vote.

Sherelean Bass	Yes
Audrey Dominguez	Yes
John Taylor	Yes
Veronica Williams	Yes
Jannie Russell	Yes

**Mr. Delaine:** I would like to take this time and introduce the assistant director with Miami-Dade Management and Budget Ms. Rasha Comeau. She assists all Community Redevelopment Agencies within Miami-Dade County with day-to-day activities.

**Rasha Comeau:** I've been recently appointed the Assistant Director of the Office Management and Budget for the past two month. I'm in charge of community redevelopment and municipal services. My division does annexation and incorporations. There are sixteen community redevelopment agencies in Miami-Dade County. There are four counties community redevelopment agencies and twelve municipal community redevelopment agencies. My job is to help all municipal community redevelopment agencies be in compliance with county and state ordinances and rules. I'm here as a monitor but also a resource. I'm also a certified redevelopment professional.

**Chairwoman Russell:** We are looking forward to working with you and getting our mission accomplished.

**Board Member Bass:** I just have a quick question. You said there are sixteen community redevelopment agencies, twelve municipals and four counties?

**Rasha Comeau:** Yes, that's correct.

**Chairwoman Russell:** Public comments are open.

**(Public Comment)**

There were no Public Comments. Public Comments are now closed.

**Mr. Delaine:** I would like to state on the record to defer resolution item “H2” on the agenda.

**(Resolutions)**

**H1. A RESOLUTION OF THE CITY OF OPA-LOCKA COMMUNITY REDEVELOPMENT AGENCY BOARD, APPROVING THE OPA-LOCKA COMMUNITY REDEVELOPMENT AGENCY’S ANNUAL REPORT FOR 2021; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.**

**Chairwoman Russell:** Hopefully everyone was able to review this item. This will be submitted to the county.

**Mr. Delaine:** If you look your package on page #20 it provides a memorandum explaining the purpose of an annual report. This is done every year. It highlights the success of the CRA.

**Chairwoman Russell:** Any questions or concerns board members?

**Board Member Dominguez:** I have a question regarding the financial report, it says we have 3.3 million dollars? What happens if we don’t use the money?

**Chairwoman Russell:** We are currently on this resolution. If you don’t mind, we are going to hold off and answer your question shortly it’s not a part of this resolution. We are talking mainly about the annual report. I would also like to say that the annual report looks very well. Great improvement from what we’ve seen in the past. We wanted it to reflect now instead of the past. It looks like we are doing something, and it looks good on paper job well done.

Board Member John Taylor moved to approve resolution “H1” and Board Member Sherelean Bass second.

There being no discussion, the motion passed by a 5-0 vote.

Sherelean Bass	Yes
Audrey Dominguez	Yes
John Taylor	Yes
Veronica Williams	Yes
Jannie Russell	Yes

**H2. A RESOLUTION OF THE OPA-LOCKA COMMUNITY REDEVELOPMENT AGENCY BOARD, AMENDING THE OPA-LOCKA COMMUNITY REDEVELOPMENT AGENCY'S ANNUAL ADOPTED GENERAL OPERATING AND TAX INCREMENT FUND BUDGET FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022, AS SET FORTH IN EXHIBIT "A"; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.**

*\*The resolution Item H2 is deferred. It will be brought back before the Community Redevelopment Agency board with more supportive documents.*

**Discussions/Presentations**

**Mr. Delaine:** If you look on page #46 in your package the memo discusses the current activities of the CRA. I will go through them chronologically.

**Memorandum of Understanding**

**Mr. Delaine:** The first item is the memorandum of understanding. It is reviewed annually by the board to see if there are any alterations or updates that need to be made. This is the opportunity for us to review this document. You all have the opportunity now if there is anything that needs to be added or amended.

*\*No questions were asked on the memorandum of understanding.*

**Opa-locka CRA/Main Street**

**Mr. Delaine:** The next item is regarding the Opa-locka CRA/Main Street. This is to assist the redevelopment historic downtown. This is something the city has been championing for over a year.

*\*Vice Chair Chris Davis enters the meeting at 6:02pm.*

**Chairwoman Russell:** Have we put a budget in place?

**Mr. Delaine:** Staff is working on an agreement between the CRA and Mainstreet program which will detail everything. This is just to bring it to light as an update.

**Chairwoman Russell:** Mr. Delaine please make sure the board gets this information ahead of time.

**OCRA Small Business Assistance Grant Program**

**Board Member Taylor:** Are we going to do one general contractor or do this like the façade program?

**Mr. Delaine:** They will go through CFI.

**Board Member Taylor:** Are we or can we provide a list of vendors?

**Mr. Delaine:** We will act on that.

**Chairwoman Russell:** We should already have a list of vendors. I've encouraged staff. We need to have it apart of the package.

**Vice Chair Davis:** What is the threshold?

**Mr. Delaine:** \$88,000 dollars.

**Vice Chair Davis:** I'm glad we are putting additional funds to use.

**Board Member Williams:** Will they carry out the vetting process? Also, what is the base line up to?

**Mr. Delaine:** The county will be facilitating the process. They will be running it from start to finish. \$5,000 dollar will be the start.

**Chairwoman Russell:** This program is in process, before it is finalized, they will be coming back before us before they start.

**Mr. Delaine:** A workshop will take place as well before the launch of the program.

**Vice Chair Davis:** Any funding available for grants? It may be feasible to pair with non-profits. We should look at those options.

**Chairwoman Russell:** It's important we get these documents before our individual meeting.

**Vice Chair Davis:** I would like to see more of a focus on the art. I would love to see our community to push the artistic side.

**Chairwoman Russell:** We must also keep up the maintenance with any project that we do. For example, the light poles upgrading the lightning even with painting.

**OCRA Development Assistance**

**Mr. Delaine:** Staff is currently putting together a program and application process to have potential developers who are interested in building in the city looking for assistance to go through this program. process. This is something staff is revieing and putting together.

**Chairwoman Russell:** It's important that we get these documents in a timely manner so we can vet those documents.

**Streetscapes**

A year-long/program \$500,000 budget CRA plan, the board will look at it. (Next meeting)

**Mr. Gay:** The updating depends on projects and extending the timeline. Our CRA sunsets "2033". We could extend to "2039". The plan cost \$80-100k and the overall is \$150k.

**Vice Chair Davis:** Expanding our boundaries will allow us to accumulate more funds. This is important if we put this forth.

**Mr. Gay:** The finding of necessity is another assignment itself.

**Chairwoman Russell:** We would look at other areas like industrial or commercial?

**Mr. Gay:** It would be more of the eastern portion of the city.

**Board Member Taylor:** Isn't the west side all residential?

**Mr. Gay:** A portion of it is residential.

**Board Member Taylor:** Are we going all the way to 17<sup>th</sup> avenue?

**Mr. Gay:** This is discussed in another conversation scope of service.

**Board Member Taylor:** What is the CRA percentage?

**Mr. Gay:** We occupy 18% of the city.

**Board Member Williams:** I'm all for expanding boundaries, however; I want us to keep our eyes on the prize. Let's just continue to focus on what we have. I see movement but we could move a little faster.

**Mr. Gay:** We agree.

**Chairwoman Russell:** We need to put together a timeline on these projects. Please give us something to look forward to.

**Mr. Delaine:** I agree 30 days/ draft time.

**Financial Report**

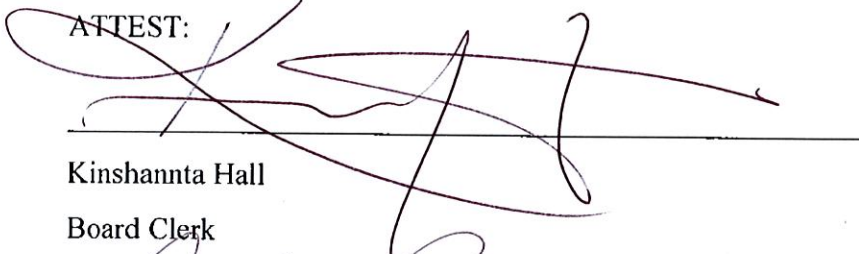
**Rasha Comeau:** In regard to the financial report to answer board member Dominguez question, the taxing authority could redeem the money. It's important to use the money and be sure to not mix any city projects with CRA projects.



**ADJOURNMENT:**

There being no further business to come before the Board, the meeting was adjourned.

ATTEST:



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Kinshannta Hall

Board Clerk



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Jannie Russell

Chairperson