

**The Opa-locka Community Redevelopment Agency**

**CRA Clerk's Summary Minutes**

**CRA Meeting**

**Tuesday, May 17, 2022  
5:30 P.M.**

**• CALL TO ORDER:**

Chairwoman Jannie Russell called the Community Redevelopment Agency Meeting to order at 5:35 p.m. on Tuesday, May 17, 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 Member John Taylor 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.)**

January 11, 2022, CRA reading minutes were deferred until the next CRA meeting. There were technical issues with the recording therefore these meeting minutes will be brought back before the CRA board.

Vice Chair Chris Davis moved to approve March 15, 2022, CRA reading minutes. Board Member John Taylor second. The reading minutes from March 15, 2022, CRA meeting were approved.

There being no discussion, the motion passed by a 6-0 vote.

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

Ms. Rasha Cameau with Miami-Dade County Office of Management and Budget came before the board to do a presentation regarding the Community Redevelopment Agency.

### **What is Redevelopment?**

- 1969 Florida Legislature enacted Community Redevelopment Act, Chapter 163 Part 3 of the Florida Statutes.
- Act provides a funding mechanism to address economic development in areas declared to be slum and blighted.
- CRAs are specifically focused financing tools for redevelopment.
- Activities authorized by approved CRA Plan and funded by CRA Trust Fund.
- CRA is a separate governing entity, Dependent Special Taxing District.
- Areas in need of revitalization
- Preservation and revitalization
- Investment in the future

### **Reasons to Revitalize**

- Restore “Blighted” Area defined in statute
- Create Clean and Safe Places
- Reduce Crime
- Economic Development
- Housing
- Streetscapes/Infrastructure
- Historic Buildings
- Retain/Recruit Business
- Enhance Parks/Recreation
- Reverse Declining Tax Bases

## **What is A Community Redevelopment Agency?**

- Dependent Special District
- Appointed Board Members:
  - Municipal CRAs: Council as Board
  - County CRAs: Citizen Boards
  - 163.357(1)(d), Florida Statutes, County Commission or Designee Appointment
- Advisory Committee Appointed by CRA Board
- One Community Redevelopment Agency (Board) per jurisdiction
- Except in Charter Counties over 1.6 million people

One CRA may have multiple CRA districts

- Districts have separate trust funds, accounting, uses, plans

## **Florida Community Redevelopment Agencies**

- State of Florida: approximately 221 CRAs
- Miami Dade County: 15 CRAs

### ***Municipal CRAs***

Homestead CRA

Southeast Overtown Park West CRA

Omni CRA

Midtown CRA

North Miami CRA

Miami Beach CRA

North Beach CRA

North Miami Beach CRA

Opa Locka CRA

Miami Gardens CRA

[West Grove CRA](#), eta 2022

### ***UMSA/County CRAs***

Naranja Lakes CRA

West Perrine CRA

NW 7<sup>th</sup> Avenue CRA

NW 79<sup>th</sup> Street Corridor CRA

### ***Life of CRAs***

Originally 60 years

State updated CRAs created after 2002 only 40 years

2019 State Legislature sunset year 2039

### **Mission: Eradicate Blight**

- Area of declining health/safety/welfare
- Crime/social/housing issues – not safe
- Decline of businesses/residences
- Preserve and enhance the tax base
- Land use issues: layout, parcels, assembly
- Traffic problems
- Flooding/hazards/contamination

### **What is a Community Redevelopment Plan?**

- CRA must develop and implement a Community Redevelopment Plan, the document that will guide the redevelopment efforts.
- Plan must be developed with community input.
- Plan should include overall goals for redevelopment, as well as identifying the types of projects planned for the Area.
- Examples of traditional projects include:
  - ✓ streetscapes and roadway improvements
  - ✓ building renovations
  - ✓ new building construction
  - ✓ business attraction
  - ✓ water and sewer improvements
  - ✓ parking lots and garages, neighborhood parks, sidewalks & street tree plantings.
- Grants, incentives, and loan opportunities.

### **Community Redevelopment Plan**

- Put everything you *might* want to do in the plan.
- Even if it is in the plan, does not *need* to be done.
- If program/project is NOT in Plan, it CANNOT be undertaken.
- Include only projects in the CR *area/boundaries*.
- Must be consistent with city or county land plans
- Be ready to point to where outlined in the plan
- Update the plan every (5) five years = best practice
- Post redevelopment plan and agendas online
- Tie in budget and expenditures to plan language
- Good record keeping/paper trail will pay off

### **CRA Trust Fund**

- “Tax Increment Financing” or “TIF”
- Contributed by cities, counties, certain districts
- Not school boards, water, or library districts
- Increases in taxable value from year of creation
- May include sales taxes, utility fees, donations, loans
- Goal: leverage with private money
- Technically *not ad valorem tax* – “amount equal to”
- 95% is most common amount that city/county writes the check for... (5% admin fee)
- State Statutes changed: No less than 50% and no more than 95%
- Different % by inter local agreements

### **Powers of Redevelopment (City, County and/or CRA)**

- ▶ 163.345 Encouragement of private enterprise
- ▶ 163.358 Exercise of powers in carrying out redevelopment
- ▶ 163.360 CRA Plans and private enterprise
- ▶ 163.370 Powers; counties/municipalities; CRAs
- ▶ 163.380 Disposal of Real Property
- ▶ 163.400 Cooperation by public bodies
- ▶ 163.410 Exercise of powers, charter counties
- ▶ 163.415 Exercise of powers, non-charter counties

### **What Does the CRA Do?**

- Prepare annual CRA budget for city/co.
- Annual strategic planning session
- Identify funding and program priorities
- Proposes plan amendments/modifications
- Allocates trust fund monies
- Receives and reviews state reports
- Directs staff, public input, visioning, etc.
- Can sign contracts, consultants, etc.
- Carries out/Implements redevelopment plan

### **What Can CRA Board Do?**

- ▶ Contracts
- ▶ Code enforcement of property in the CRA area.
- ▶ Acquisition of real property and improvements (mortgage, pledge, hold, purchase, lease, insure).
- ▶ Demolition, removal, installation, repair, rehabilitation, construction.
- ▶ Hotels in support of convention centers.
- ▶ Disposition of real property/repair/rehabilitation of buildings, air rights.
- ▶ Housing, utilities, parking, parks, and playgrounds.
- ▶ Public improvements, grants, loans, debt.
- ▶ Solicitation of proposals, invest funds, redeem bonds.
- ▶ Appraisals, surveys, plans, code enforcement, weatherization, disaster mitigation.
- ▶ Vacate streets, develop community policing innovations

### **How a CRA Operates**

- Meets at least quarterly
- Separate minutes, notices, meetings
- Special and separate redevelopment plan
- Separate projects v. city comp plan projects
- Separate trust funds if multiple districts
- Major Fund in city CAFR/audit
- Component unit of city/co. audit
- May do separate audit
- Separate legal entity – check E/O insurance

### **Things CRAs Can Pay for**

s.163.387(6), including not limited to:

- Administrative and overhead expenses
- Redevelopment planning, surveys, & financial analysis
- Acquisition of real property in the CRA district
- Clearance/preparation & relocation of occupants
- Repayment of borrowed funds
- All expenses related to bonds/other indebtedness
- Development of affordable housing
- Community policing innovations
  - Capital Expenditures
  - Promotion, Marketing & Events

- Non-Profit activities
- Incentives and grants
- Code enforcement
- Land Acquisition
- Cost sharing/allocation for services
- Maintenance and Repair of CRA built projects

### **Things CRAs CANNOT Pay For**

- 163.370(3) The following projects may not be paid for or financed by increment revenues:
- Construction/expansion of administrative buildings for public bodies, police or fire.
  - Exception: Each taxing authorities agree to it.
  - Exception: Construction or expansion is part of community policing innovation.
- *Publicly owned capital improvements* if scheduled in city or county capital improvement plan until removed from schedule or plan and 3 years have elapsed.
- General government operating expenses unrelated to the planning and carrying out of a community redevelopment plan.
- Activities/projects not covered in plan.
- Board Members/Commissioners payment for service as CRA Board member.
- Project or program outside of the development area.
- Exceptions by interlocal agreement.
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### **Not Allowed by Statute**

- 163.370 Any project or program not outlined in the Community Redevelopment Plan (CRP) and not expended in the CRA district.
- *(Even if the statute authorizes it!)*
- **All throughout the statute, it says do not spend CRA money unless the expenditure is in the plan and within the CRA boundaries.**

### **Intergovernmental**

- No state approval required, but statutory *reporting requirements*
- Charter counties “*delegate*”, veto powers
- State not involved in creation or administration
- But State Joint Legislative Auditing Committee (JLAC) is the appeals body
- Auditor General can audit anytime they wish
- Counties have different authority to audit

### **What do Citizens Gain?**

- Empowerment for businesses, neighborhoods
- Public say so is built into plan creation
- Transparent way to attract private \$\$
- Stopping deterioration brings up neighboring areas
- CRAs attract many public and private \$\$
- Sustainable tax base for all of city
- Elimination of drain on government services
- Investment for future
- Without this investment, what will happen?
- Finite and focused process

### **What Does the Private Sector Gain?**

- Predictability
- Consistency
- Recurring and Long-Term Funding
- Return on Investment (ROI)
- Successful leveraging of their money
- Agreements that outlast election cycles
- Clear and Comprehensive Planning for their \$\$
- Defined, limited and strategic commitment

### **Relationship with MDC/OMB**

- Monitor
  - Ensure all County and State regulations are followed
    - Budget Approval
    - Annual Report
    - Audited Financial Statements
  - Taxing Authority
    - Reporting
    - Requests for extension, expansion, debt service.
- Resource
  - Feedback on projects and initiatives
  - Knowledge base
  - Contacts and resources
  - Best practices among CRAs

## **Duties of Board Members**

- Be Prepared for Meetings.
- Seek input from citizens, businesses – build consensus.
- Adopt a shared vision and make a personal commitment to it.
- Be an Advocate for Agency to the Public.
- Explain ‘Who, What, When, Where & Why’ as many times as necessary.
- Get out of the way – steer don’t row.
- Work for redevelopment success, not credit.
- Access all available resources:  
Florida Redevelopment Association - [www.redevelopment.net](http://www.redevelopment.net)  
Miami Dade County – Office of Management and Budget

## **Things You Should Know About Your CRA**

- History of your CRA
- Accomplishments to date
- Current Projects
- Programs offered
- What is in your Plan? Read it in its entirety (please)
- How much money is in the trust fund now?
- County vs. City TIF contribution
- Life of your CRA. When does it sunset?
- Last plan update?

## **Reporting Requirements**

- Website filing of up-to-date CRA detailed district information (Ch. 189)
- CRA budget to the County within 10 days, 2019-163 State
- CRA budget/city budget with CRA posted on official CRA website two days prior and 30 days after adoption (September/October) (Ch. 189)
- Annual filing fee \$175 and any updates to Florida Special District Office (Dec) (Ch. 189)
- Inclusion of CRA in annual financial report (AFR/CAFR) of governing body (within 45 days after the completion of the audit or by June 30) (Ch. 218)
- CRA local annual report completed with notice on website (March) (Ch. 163 Part III)
- Copy of annual audit to each taxing authority and to Auditor General (45 days after completion or June 30) (Ch.218)
- 4 Hours of Ethics Training Per Calendar Year: Sunshine Law, Public Records Request and Ethics. Copies of certificates to the County.

### **State Legislative and County Regulatory Updates**

- ▶ CRA Website or webpage minimum requirements
- ▶ Digital Map on Website
- ▶ 4-hour ethics training per calendar year
- ▶ Annual Report and what to include
- ▶ Affordable Housing
- ▶ Claw back Clause

### **CRA Contact Information**

#### **Miami-Dade County - Office of Management and Budget**

Rasha Cameau, Assistant Director

Community Redevelopment and Municipal Services

Stephen P. Clark Center Government Center

111 N.W. 1st Street

Miami, FL 33128

Phone: (305) 375-5143

[https://www.miamidade.gov/global/service.page?Mduid\\_service=ser1530127262045658](https://www.miamidade.gov/global/service.page?Mduid_service=ser1530127262045658)

#### **The Florida Redevelopment Association (FRA)**

Amber Hughes, Executive Director

Phone: (850) 701-3621

<https://redevelopment.net/>

**Chairwoman Russell:** Thank you for this presentation. We have a few questions for you.

**Board Member Taylor:** Could the city gift property to the CRA?

**Rasha Cameau:** Yes, you can convey the land to the CRA if you're in the process of doing a deal. Everything must be within your plan. It must be within the CRA boundaries.

**Board Member Taylor:** If the CRA acquires property can the CRA accept money from tenants as a recurring income?

**Rasha Cameau:** Yes, you can. I don't advocate for this because then you will be in the property management business and remember once you own it you are off the tax roll.

**Vice Chair Davis:** I saw you bought up the annual report, it's normal to include financial?

**Rasha Cameau:** Yes, it is a requirement, and you are supposed to provide me with your financial audits, and they are sent to the state as well.

**Vice Chair Davis:** How does the comprehension plan ties into the CRA plan?

**Rasha Cameau:** When you do your plan, we are going to require from your planning director to say whatever projects that you are coming up with are compatible. Whatever updates you make if the CRA states that they will be in compliance then there are no issues.

**Vice Chair Davis:** Regarding the finding of necessity, we are at a point where we can expand, I think it would be proper to reimagine that process.

**Rasha Cameau:** You would need a new finding of necessity for the new areas. You're not changing anything drastically just an update.

**Chairwoman Russell:** I read the report that was given to me, and it helps guide the process. I have a concern with zoning and that has been a concern of mine. How do we make the zoning work within a CRA area?

**Rasha Cameau:** If you have a project in a specific area within your comprehensive plan you as the CRA agent can be the applicant. You can go through that process. As the CRA body you can do your diligence.

**Chairwoman Russell:** My last question is regarding the CRA auditing. the 99 findings I was caught off guard because I had to be on the call. I thought it was more of the responsibility of the city. The auditor was polite, and he understood its so imperative that we are separate from the city. I encourage everyone when they are having a briefing, please make sure that the CRA is separate.

**Rasha Cameau:** This is true. The CRA is separate.

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

#### **(Public Comments)**

#### **Pastor Mickel-1981 Lincoln Avenue**

I'm here to speak on Ari Lundy. He is doing a great job of building houses. We should not loose focus. I want to recognize Mr. Taylor and the mayor knows me and most of you all know me. I'm happy that we have a new police chief, and the new city manager has helped me as well.

**Cheryl Cason-Retired Chief of Police-781 Curtis Drive**

I'm glad to be here for the representation for Ari Lundy to watch to see this city grow. Let's support this project we are a great city on the rise.

**(Resolutions)**

**A) I1. A RESOLUTION OF THE CITY OF OPA-LOCKA COMMUNITY REDEVELOPMENT AGENCY, APPROVING THE ALLOCATION OF \$300,000.00 FOR DEVELOPMENT INCENTIVE FUNDING ASSISTANCE; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.**

**Mr. Gay:** We want to do this correctly. We want to do this right and as you can see the community is behind this project. We want to bring this item back before you all and have a special CRA meeting.

**Board Member Bass:** I concur let's move forward and we do this correctly. Let's take our time and do the project right.

**Board Member Williams:** I concur. Do we have to wait two weeks? Can it be done in one week? This must happen let's get it done. We need to market this to another level. People need to know what we are doing. Mr. Lundy thank you for taking a chance on an area that everyone else gave up on.

*\*Resolution "I1" was deferred and will be brought back before the OCRA board. All board members wanted to make sure that all supportive documents are in place and all language is correct.*

Board Member Sherelean Bass moved to defer resolution "I1" to May 25th, 2022 (special meeting) and Board Member Veronica Williams second.

There being no discussion, the motion passed by a 6-0 vote.

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

**12. A RESOLUTION OF THE CITY OF OPA-LOCKA COMMUNITY REDEVELOPMENT AGENCY, APPROVING THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF OPA-LOCKA AND THE OPA-LOCKA COMMUNITY REDEVELOPMENT AGENCY; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.**

**Mr. Gay:** This is supposed to be reviewed on an annual basis. The main difference is that we inserted the updated budget. We will be looking at other opportunities relating to the MOU. It is a fluent document that changes on an annually basis. I will also say that there are some date modifications relating the dates and those modifications will be made.

**Board Member Williams:** are you asking us to pass before the modifications? are you trying to pull the item?

**Mr. Gay:** I'm asking you to pass it. We just need to update those dates to have it current.

**Attorney Norris-Weeks:** The MOU is required, and Mr. Gay is asking you approve it. The dates will change but other than that this is the document that you will be approving.

**Chairwoman Russell:** the city was behind in their audit that makes the CRA behind. I want to know how we can get out of it. I'm wondering how we can get from under that umbrella.

**Mr. Gay:** we are working to change this process.

**Vice Chair Davis:** Would it be possible to segregate finances?

**Mr. Gay:** The CRA has its own bank account and financial statements.

**Chairwoman Russell:** Is this budget attached will be forward to the county as well?

**Mr. Gay:** Yes.

**Chairwoman Russell:** I would like to see a budget narrative going forward. This will help us understand where the dollars are.

Board Member Veronica Williams moved to approve resolution “I2” and Board Member John Taylor second.

\*Board member Williams had to leave the meeting (important reason)

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

Sherelean Bass	Yes
Audrey Dominguez	Yes
John Taylor	Yes
Chris Davis	Yes
Jannie Russell	Yes

#### **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