

**NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING OF THE BOARD OF COMMISSIONERS**

**LOCATION: NARANJA LAKES CRA COMMUNITY CENTER
27555 SW 140th Avenue, NARANJA, FL**

Saturday, September 21, 2024 - SPECIAL MEETING AGENDA
9:00 AM – 10:00 AM

- I.** Meeting Call to Order, Roll Call, Chairman Remarks Chairman Forbes
- II.** Reasonable Opportunity for the Public to be Heard Chairman Forbes
- III.** Approval of Agenda
- IV.** Approval of Minutes
- August 29, 2024, Meeting
- V. Discussion Items**
- 2024 CRA Workshop immediately following the Special Meeting.
- VI. Action Items**
- Resolution to approve contract with H.E.R.S. Consulting, LLC for Executive Director and additional services.
 - Resolution to approve amended FY23/24 Naranja Lakes CRA budget.
- VII.** Proposed Next Meeting Dates & Adjournment
- TBD



Regular Board Meeting Minutes – August 29th , 2024 – 6:00 P.M.
Naranja Lakes CRA Community Center
27555 SW 140th Ave., Naranja, FL

Meeting Call to Order, Roll Call, Chairman Remarks

Vice-Chairman Archer called the meeting to order at 6:05 P.M. Roll Call was as follows:

- Present: Vice-Chairman Stuart Archer, Derek Sippio, Cornelius Shiver, and Danny Olgetree
- Absent: Chairman Ken Forbes, Derrick Lordeus, and Erick Caceres
- Miami-Dade County Staff Present: Vivian Cao, Assistant Director, and Nicole Jordan, Business Analyst, Office of Management and Budget (OMB)
- CRA Staff Present: Steve Zelkowitz - CRA Attorney, Taylor English Duma LLP

Open Forum for Public Comments

Vice-Chairman Archer opened the forum for the public to have a reasonable opportunity to be heard. There were no participants.

Approval of Agenda

Mr. Shiver added the following discussion items to the agenda; extension of the CRA, Youth Initiative - Crime Prevention, Poverty, and Juvenile Delinquency, Economic Development Coordinator position, and Parking. Mr. Shiver moved to approve the amended meeting agenda. The motion was seconded by Mr. Olgetree. Motion passed unanimously.

Approval of Minutes

Mr. Shiver moved to approve the meeting minutes from the July 31st, 2024, Regular Board meeting. The motion was seconded by Mr. Olgetree. Motion passed unanimously.

Discussion Items

Extension of the CRA

Mr. Steve Zelkowitz referenced Florida Statute 163.3755, stating the CRA is set to sunset in 2033, and the Board of County Commissioners can extend the life of the CRA until 2039. Mr. Zelkowitz stated that if the CRA had outstanding bonds that the life of the Agency could go longer and if the CRA chooses to expand the boundaries. Mr. Zelkowitz added that an assessment of needs will be sufficient for the County.

Youth Initiative- Crime Prevention, Poverty, and Juvenile Delinquency

Mr. Shiver stated that at the January 2023 CRA meeting, he had made a motion to add to the FY 22-23 Budget, \$1 million for a youth crime initiative, stating the board passed it and nothing happened with it. Mr. Shiver stated that there was no communication from staff regarding the inaction of the item. Mr. Shiver would like to add the same line item to the current budget (FY23-24) stating the item would be for programs addressing crime prevention, poverty, and juvenile delinquency. Mr. Shiver explained that there are organizations in place to address these items and they can do so with the proper resources. Mr. Shiver made a motion to edit the budget to reflect the \$1 million for the youth initiative, with a second from Mr. Sippio. Mr. Zelkowitz called for discussion and Ms. Cao stated the budget, Mr. Shiver is referring to is for FY 22-23 and that the FY 23-24 will be going to the Board of County Commissioners meeting, which was approved in February 2024 by the CRA Board.

Ms. Cao asked the Board if the budget can be amended for FY 23-24 and then resubmit to have it approved; she suggested the \$1 million be added to the FY 24-25 budget and the FY 23-24 budget be untouched. After a comment from Mr. Zelkowitz regarding the budget, Mr. Shiver clarified that the Community Policing item and the Youth Initiative are two separate items. Mr. Zelkowitz stated that there needs to be further discussion on what the programs entail and asked Ms. Cao if the budget is changing, then would the item need to go back to a BCC Committee Meeting. Mr. Shiver suggested that the item be put in both the FY 23-24 and FY 24-25 budget. After some further discussion regarding the budget, slum and blight, and the component of the youth initiative, it was decided that the item would be added to both the FY 23-24 and FY 24-25 budgets. Mr. Shiver made a motion to add a line item for \$1 million to the FY 23-24 budget for “Youth Initiative for Programs to Address Crime Prevention, Poverty, and Juvenile Delinquency”. The motion was seconded by Mr. Sippio. Motion passed unanimously.

Economic Development Coordinator Position

Mr. Shiver inquired about the economic development coordinator position and wants to amend it to an executive director position for \$120,000 and keep the economic development coordinator position at \$80,000. Mr. Shiver explained an executive director would work closer with the Board and did not want to “rubber stamp” on items that come before the Board without there being previous discussion with the individual board members. Vice-Chairman Archer stated the Board used to have sub-committees to decide on several items and agreed with Mr. Shiver. Mr. Shiver also brought up the low meeting attendance and stated the responsibility should be on the new executive director. Mr. Shiver inquired if the same individual from a sister CRA can be appointed to the Naranja Lakes CRA. Mr. Zelkowitz clarified that the CRA needs to follow the County’s process for procurement and hiring. Mr. Shiver directed Ms. Krystal Patterson, executive director of the West Perrine CRA to address the Board.

Ms. Patterson stated her and the County work together and Ms. Cao added that Ms. Patterson performs the administrative duties for the West Perrine CRA and County staff does the financial component, communication with Board for quorum, and payments of invoices. Ms. Cao stated there was a process to hire Ms. Patterson. Ms. Patterson added that the agreement she has with the West Perrine CRA is with her company HERS Consulting, and the same should apply to the agreement with Naranja Lakes CRA.

Mr. Shiver made a motion to appoint Krystal Patterson as the executive director of the Naranja Lakes CRA with the same duties and responsibilities as she holds in the West Perrine CRA and to waive the hiring process. After a question from the Vice-Chairman Archer regarding Ms. Patterson, Ms. Cao stated she is not a county employee, but a contractor with Miami-Dade County. Mr. Zelkowitz stated to the Board that they should also make a motion to negotiate and finalize an agreement with Ms. Patterson. Mr. Shiver made the motion. The motion was seconded by Mr. Sippio. Motion passed unanimously.

Parking

Mr. Shiver asked Vice-Chairman Archer to elaborate on the parking issue with the Naranja Lakes CRA Community Center. Vice-Chairman Archer stated there was a plan to add additional parking however nothing concrete was passed. Vice-Chairman Archer stated that the plans are to convert some of the grass area into parking and that the Community Center was intended to be a swimming pool, however it was changed to having a facility to benefit the community. Mr. Shiver inquired with staff to see if they had the plans for the parking so that it may be discussed at the upcoming workshop. Mr. Zelkowitz suggested that the Board should plan on better ways use the facility for economic development such as business incubators, to justify the funds for extra parking. Mr. Zelkowitz also added that the CRA owns two parcels of land in Mandarin Lakes that have been designated as parks, and they are also not being used. Mr. Shiver requested that the information come before the board.

Vice-Chairman Archer asked the Miami-Dade County Police Department for an update on the crime report; however, they were not able to retrieve the report in their system due to a power outage.

Ms. Cao asked the Board if they were available to attend the Board Workshop on September 11th and stated that she will be engaging the services of a consultant to host the workshop. Mr. Shiver said he is willing to work with staff to come up with an agenda for the workshop and suggested Mr. Zelkowitz could put together the workshop. Ms. Cao stated the Board did not want staff to conduct the workshop. Ms. Cao stated that the workshop would greatly benefit the new board members to get the dos and don'ts of CRA's. Several board members brought up doing the workshop on a Saturday where more Board members are available. Mr. Shiver expressed the need for public input at the workshop. After some discussion with the board members regarding the workshop date, it was decided that there would not be a workshop on September 11th and Mr. Zelkowitz suggested that the workshop be held when the new executive director is hired.

Proposed Next Meeting Date & Adjournment

The next meeting is to be determined. The meeting was adjourned at 7:06 P.M.

Naranja Lakes Community Redevelopment Agency

FISCAL YEAR 2022-23 PROJECTED END OF YEAR EXPENDITURES FISCAL YEAR 2023-24 PROPOSED BUDGET

	FY 2022-23 ADOPTED BUDGET 518-23	R- FY 2022-23 ACTUAL BUDGET 09-30-23	FY 2023-24 PROPOSED BUDGET
REVENUES			
Carryover	11,902,545	11,062,629	17,821,067
TIF Revenues - Original Area			
UMSA Tax Increment Revenue	789,794	789,794	1,002,007
County Tax Increment Revenue	1,911,475	1,911,475	2,400,421
TIF Revenues - Expanded Area			
UMSA Tax Increment Revenue	1,235,988	1,235,988	1,586,597
County Tax Increment Revenue	2,991,363	2,991,363	3,801,082
Interest	30,000	506,540	300,000
Revenue Total	18,861,165	18,497,789	26,911,174
EXPENDITURES			
Administrative Expenses			
Audit	26,000	23,750	40,000
Advertising and Notices	5,000	-	5,000
Printing & Publishing	5,000	-	5,000
Travel	5,000	-	5,000
Other Administrative Expenses	5,000	-	5,000
Direct County Support	175,000	175,000	200,000
Subtotal Administrative Expenses	221,000	198,750	260,000
County Administrative Charge (1.5%)	103,929	103,929	131,852
(A) Subtotal Admin and Admin Charge	324,929	302,679	391,852
Operating Expenses			
F.R.A. Membership and State Fee	5,000	2,670	5,000
Executive Director			120,000
Contractual Services (Economic Dev. Coord.)	100,000	-	80,000
Contractual Services (Redevelopment Plan)			200,000
Contractual Services (Grant Coordinator)	100,000	-	200,000
Legal Services	50,000	29,193	50,000
Procurement Services			15,000
Community Policing and Security	400,000	62,282	1,600,000
Business Development/Job Creation	200,000	-	200,000
Outreach & Strategic Redevelopment Initiatives	150,000	79,800	90,000
Commercial Improvement Grants	1,000,000	-	3,000,000
Housing Projects	1,000,000	-	3,000,000
Grant Web-based Software	3,000	875	5,000
Major Development Project Planning	10,000,000	-	9,000,000
Committed Development Funding (Redland Market Village)			5,000,000
Community Center Building	50,000	52,998	60,000
Insurance	20,000	21,226	30,000
Debt Payments	379,000	125,000	379,000
Transportation / Infrastructure / Landscape Enhancement	150,000	-	150,000
Smart Plan Projects Reserve *	1,716,333	-	2,666,604
Reserves	3,212,903	-	668,718
(B) Subtotal Operating Expenses & Reserves	18,536,236	374,043	26,519,322
Expenditures Total (A+B)	18,861,165	676,722	26,911,174
Revenues Less Expenditures Total	0	17,821,067	0

RESOLUTION NO. CRA-_____ - 2024

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE NARANJA LAKES REDEVELOPMENT AGENCY, APPROVING THE FISCAL YEAR 2023-2024 AMENDED BUDGET; AUTHORIZING THE EXECUTIVE DIRECTOR TO TRANSMIT THE FISCAL YEAR 2023-2024 AMENDED BUDGET TO MIAMI-DADE COUNTY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Interlocal Cooperation Agreement between the Naranja Lakes Community Redevelopment Agency (the “NLCRA”) and Miami-Dade County (the “County”) requires, among other things, the NLCRA to annually adopt and transmit a budget and annual report to the County for review and approval by the Board of County Commissioners; and

WHEREAS, at a duly noticed meeting of the Board of Commissioners of the NLCRA held on February 27, 2024, the NLCRA Fiscal Year 2023-2024 Budget was approved; and

WHEREAS, the NLCRA desires to amend the NLCRA Fiscal Year 2023-2024 Budget in certain respects; and

WHEREAS, the NLCRA Fiscal Year 2023-2024 Amended Budget (or the amendments thereto as approved by the County) is attached hereto as Exhibit “A;” and

WHEREAS, all the expenses included in the NLCRA Fiscal Year 2023-2024 Amended Budget are in accordance with state law, interlocal agreements including the Agreement and the NLCRA Redevelopment Plan; and

WHEREAS, the Commissioners of the NLCRA desire to approve the NLCRA Fiscal Year 2023-2024 Amended Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY:

Section 1. Recitals. The recitals in the whereas clauses are true and correct, and incorporated into this Resolution.

Section 2. Approval and Adoption of Amended Budget. The NLCRA Fiscal Year 2023-2024 Amended Budget (or the amendments thereto as approved by the County) attached hereto as Exhibit “A” is hereby approved. All revenues and interest carried forward from the NLCRA Fiscal Year 2022-2023 Budget shall be appropriated as set forth in NLCRA Fiscal Year 2023-2024 Amended Budget and according to established guidelines and in accordance with applicable law.

Section 3. Transmittal of Amended Budget. The Executive Director is hereby authorized to transmit the Fiscal Year 2023-2024 Amended Budget to the County.

Section 4. Effective Date. This Resolution shall take effect immediately upon approval.

Section 5. Conflicts. This Resolution supersedes any prior resolutions in conflict herewith.

PASSED and ADOPTED this _____ day of September 2024.

Kenneth Forbes
Chair

ATTEST:

Board Member

APPROVED AS TO LEGAL SUFFICIENCY

Taylor English Duma LLP
NLCRA Attorney

SPONSORED BY: ADMINISTRATION

Moved by: _____

Seconded by: _____

Vote:

Chair Kenneth Forbes	_____ (Yes)	_____ (No)
Vice Chair Stuart Archer	_____ (Yes)	_____ (No)
Board Member Erick Caceres	_____ (Yes)	_____ (No)
Board Member Derrick Lordeus	_____ (Yes)	_____ (No)
Board Member Danny Olgetree	_____ (Yes)	_____ (No)
Board Member Cornelius "Neil" Shiver	_____ (Yes)	_____ (No)
Board Member Derek Sippio	_____ (Yes)	_____ (No)

RESOLUTION NO. CRA-_____ - 2024

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY, RATIFYING THE APPOINTMENT OF H.E.R.S. CONSULTING, LLC AS THE EXECUTIVE DIRECTOR; APPROVING THE AGREEMENT WITH H.E.R.S. CONSULTING, LLC TO PROVIDE EXECUTIVE DIRECTOR SERVICES FOR A NOT TO EXCEED AMOUNT OF \$120,000 PER FISCAL YEAR FOR BASIC SERVICES PLUS ADDITIONAL AMOUNTS FOR ADDITIONAL SERVICES; AUTHORIZING THE CHAIR TO EXECUTE THE AGREEMENT WITH FLORIDA H.E.R.S. CONSULTING, LLC; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, at a duly noticed public meeting held on August 29, 2024, the Board of Commissioners of the Naranja Lakes Community Redevelopment Agency (“NLCRA”) appointed H.E.R.S. Consulting, LLC as the Executive Director pursuant to Section 163.356(3)(c), Florida Statutes; and

WHEREAS, the Commissioners of the NLCRA desire to (a) ratify the appointment of H.E.R.S. Consulting, LLC as the Executive Director and (b) approve the Agreement with H.E.R.S. Consulting, LLC, such Agreement in the form attached hereto as Exhibit “A” with any changes as negotiated and approved by the NLCRA Attorney.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY:

Section 1. Recitals. The recitals in the whereas clauses are true and correct, and incorporated into this Resolution.

Section 2. Ratification of Appointment of Executive Director. The appointment of H.E.R.S. Consulting, LLC as the Executive Director pursuant to Section 163.356(3)(c), Florida Statutes by the Board at the meeting held on August 29, 2024 is hereby ratified.

Section 3. Approval of Agreement for Executive Director Services. The Agreement with H.E.R.S. Consulting, LLC to provide Executive Director services in a not to exceed amount of \$120,000 per fiscal year for basic services plus additional amounts for additional services, in the form attached hereto as Exhibit “A” is hereby approved with any changes as negotiated and approved by the NLCRA Attorney.

Section 4. Execution of the Agreement for Executive Director Services. The Chair is hereby authorized to execute the Agreement with H.E.R.S. Consulting, LLC to provide Executive Director services.

Section 5. Effective Date. This Resolution shall take effect immediately upon approval.

PASSED and ADOPTED this _____ day of September 2024.

Kenneth Forbes
Chair

ATTEST:

Board Member

APPROVED AS TO LEGAL SUFFICIENCY

Taylor English Duma LLP
NLCRA Attorney

SPONSORED BY: ADMINISTRATION

Moved by: _____

Seconded by: _____

Vote:

Chair Kenneth Forbes	_____ (Yes)	_____ (No)
Vice Chair Stuart Archer	_____ (Yes)	_____ (No)
Board Member Erick Caceres	_____ (Yes)	_____ (No)
Board Member Derrick Lordeus	_____ (Yes)	_____ (No)
Board Member Danny Olgetree	_____ (Yes)	_____ (No)
Board Member Cornelius "Neil" Shiver	_____ (Yes)	_____ (No)
Board Member Derek Sippio	_____ (Yes)	_____ (No)

NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY

**LOCATION: NARANJA LAKES CRA COMMUNITY CENTER
27555 SW 140th Avenue, NARANJA, FL**

Saturday, September 21, 2024 – WORKSHOP AGENDA
10:00 AM – 2:00 PM

COMMUNITY REDEVELOPMENT AGENCY WORKSHOP AGENDA

1. Introductions
 - Welcome and Opening Remarks
 - Introduction of Facilitators and Participants
2. CRA General Overview – Purpose and Intent
 - Objectives of Community Redevelopment Agencies (CRA)
 - Importance of CRAs in Local Development
3. Summary of Statutory Authority, Powers, Obligations, and Reporting
 - Legislative Framework and Legal Authority
 - Key Responsibilities and Reporting Requirements
4. Unique Miami-Dade County CRA Issues
 - Specific Challenges and Opportunities in Miami-Dade County
 - Regional Considerations and Impacts

BREAK

5. The CRA Plan – What is it and How Does it Realize the Naranja Lakes CRA Potential
 - Overview of the CRA Plan
 - Strategies for Maximizing the Potential of Naranja Lakes
6. Key Success Factors – How is Redevelopment Implemented
 - Essential Elements for Successful Redevelopment
 - Implementation Strategies and Tools
7. Case Studies and Best Practices
 - Review of Successful CRA Projects
 - Lessons Learned and Best Practices for Effective Redevelopment

BREAK

8. Financing Redevelopment
 - Overview of Financing Options and Mechanisms
 - Strategies for Securing and Managing Funds
9. Open Discussion
 - Q&A Session

<http://www.NaranjaLakesCRA.com>
<http://www.miamidade.gov/global/government/boards/naranja-lakes-cra.page>