

## **MEMORANDUM**

Agenda Item No. 8(G)(3)

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**TO:** Honorable Chairman Anthony Rodriguez  
and Members, Board of County Commissioners

**DATE:** January 22, 2025

**FROM:** Geri Bonzon-Keenan  
County Attorney

**SUBJECT:** Resolution approving the Fiscal  
Year 2024-25 budget for the  
West Perrine Community  
Redevelopment Agency and the  
West Perrine Community  
Redevelopment Area in the total  
amount of \$7,731,883.00

Resolution No. R-41-25

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The accompanying resolution was prepared by the Office of Management and Budget Department and placed on the agenda at the request of Prime Sponsor Vice Chairman Kionne L. McGhee.



\_\_\_\_\_  
Geri Bonzon-Keenan  
County Attorney

GBK/ks

**Date:** January 22, 2025

**To:** Honorable Chairman Anthony Rodriguez  
and Members, Board of County Commissioners

**From:** Daniella Levine-Cava *Daniella Levine Cava*  
Mayor

**Subject:** West Perrine Community Redevelopment Agency FY 2024-25 Budget for the West  
Perrine Community Redevelopment Area

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## **Executive Summary**

As required by Florida law, the Board of County Commissioners (Board), as the governing body of all community redevelopment agencies in the County, is required to approve annual budgets of such community redevelopment agencies, and any amendments to the budgets. This item seeks approval of the West Perrine Community Redevelopment Agency's (Agency) fiscal year (FY) 2024-25 budget for the West Perrine Community Redevelopment Area (area) in the amount of \$7,731,883.

## **Recommendation**

It is recommended the Board adopt the attached resolution approving the Agency's FY 2024-25 budget for the area. The Agency's budget includes revenues and expenditures in the amount of \$7,731,883. The Board must approve the Agency's budget prior to the Agency expending any funds as required by section 163.387, Florida Statutes.

## **Scope of Agenda Item**

The area lies within Commission District 9, represented by Commissioner Kionne L. McGhee.

## **Delegation of Authority**

This item does not delegate any authority to the County Mayor or County Mayor's designee.

## **Fiscal Impact / Funding Source**

The Agency's revenue source is tax increment financing (TIF), which is generated through the incremental growth of ad valorem revenues beyond an established base year, as defined in section 163.387, Florida Statutes. The countywide TIF payment to the Agency's trust fund is \$1,986,277 and the unincorporated municipal service area (UMSA) TIF payment into the trust fund is \$829,206. The County will continue to make annual payments to the Agency based on each year's growth of ad valorem revenues over the base year through 2046 when the Agency and the area sunset.

## **Track Record / Monitor**

This resolution does not provide for contracting with any specific entity. The resolution approves the Agency's and the area's FY 2024-25 budget.

## **Background**

On March 1, 2005, the Board adopted Resolution No. R-212-05, declaring a geographical area in south Miami-Dade County as slum and blight. On June 5, 2007, the Board adopted Resolution No. R-745-07 appointing itself as the board of commissioners of the Agency; Resolution No. R-744-07, which approved the redevelopment plan for the area; and Ordinance No. 07-79, which created the trust fund. On July 3, 2012, the Board adopted Resolution No. R-598-12, which delegated certain redevelopment powers to the Agency, including, but not limited to, the power to appropriate funds and make expenditures in accordance with applicable law. On July 14, 2016, the Board also approved an amendment to the Agency's plan and

extended the life of the Agency until September 30, 2046. On May 3, 2022, the Board adopted Ordinance No. 22-46 creating the Agency as a public body corporate and politic in accordance with section 163.356, Florida Statutes. On November 7, 2022, the Board adopted Resolution No. R-1130-22 appointing commissioners to the Agency's board. On June 21, 2023, the Board adopted Resolution No. R-551-23 approving the Interlocal Agreement between the County and the Agency. On December 13, 2023, the Agency adopted a motion to hire an executive director to work directly with its commissioners in collaboration with County staff. On March 5, 2024, the Agency entered into an agreement with H.E.R.S. Consulting, LLC, to provide Executive Director services to the Agency.

**Fiscal Year 2024-25 Budget**

The Agency's FY 2024-25 budget of \$7,731,883 was approved by the Agency through Resolution No. CRA-10-24 (Attachment A) on August 28, 2024. The budget includes \$1,986,277 in County TIF, \$829,206 in UMSA TIF, carryover funds of \$4,816,401 and \$100,000 in projected interest earnings.

Administrative expenditures, excluding the County administrative charge, total \$503,500 and represent approximate 6 percent of the funds contemplated to be expended, excluding the 1.5 percent County administrative charge of \$42,232, satisfying the 20 percent cap in administrative expenditures required by the interlocal agreement. The Administrative Expenditures include \$140,000 for the executive director position, \$60,000 for a project coordinator, \$20,000 for audits, \$25,000 for advertising and notices, \$5,000 for printing and publishing, \$30,000 for office space, \$2,500 for meeting room expenses, \$6,500 for office supply equipment, \$2,500 for mail services, \$35,000 for travel – Florida Redevelopment Association (FRA) Annual Conference, \$100,000 for insurance, and \$77,000 for direct county support.

Operating expenses total \$7,186,151 including:

- \$2,404,051 for land / building acquisitions;
- \$1,000,000 for commercial redevelopment grants;
- \$900,000 for the Hibiscus Grove Housing Development Project
- \$600,000 for residential improvement grants;
- \$350,000 for contractual services for redevelopment studies;
- \$325,000 for innovative community policing;
- \$300,000 for Special Projects Grant
- \$300,000 for Public Service Grant
- \$300,000 for miscellaneous expenses;
- \$250,000 for non-profit organizations;
- \$200,000 for infrastructure improvements;
- \$150,000 for workforce training and job creation programs;
- \$50,000 for vehicle maintenance;
- \$30,000 for legal services;
- \$25,000 for landscape enhancements and ground maintenance;
- \$2,000 for memberships and fees;
- \$100 for non-ad valorem taxes (special lighting district)

The budget does not include a contingency reserve.

Attachments



Carladenise Edwards  
Chief Administrative Officer

RESOLUTION NO. CRA-10-24

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PERRINE COMMUNITY REDEVELOPMENT AGENCY (AGENCY) APPROVING THE AGENCY'S AND THE WEST PERRINE COMMUNITY REDEVELOPMENT AREA'S BUDGET FOR FISCAL YEAR 2024-25 TOTALING \$7,731,883.00; AND AUTHORIZING THE EXECUTIVE DIRECTOR OR EXECUTIVE DIRECTOR'S DESIGNEE TO SUBMIT THE BUDGET TO THE MIAMI-DADE BOARD OF COUNTY COMMISSIONERS FOR APPROVAL

**WHEREAS**, this Board desires to accomplish the purpose outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE WEST PERRINE COMMUNITY REDEVELOPMENT AGENCY**, that:

**Section 1.** The matters contained in the foregoing recital and accompanying memorandum are incorporated in this resolution by reference.

**Section 2.** This Board approves the West Perrine Redevelopment Agency's and the West Perrine Community Redevelopment Area's budget for Fiscal Year 2024-25 totaling \$7,731,883.00, in substantially the form attached hereto as Exhibit 1 and incorporated herein by reference.

**Section 3.** This Board hereby authorizes the Executive Director or Executive Director's designee to submit the budget approved herein to the Miami-Dade County Board of County Commissioners ("County Commission") for approval, and to make any necessary adjustments to the budget to account for any corrections due to the carryover for the budget and final action by the County Commission on the County's final budget.

**Section 4.** This resolution shall take effect immediately upon approval.


The foregoing resolution was offered by <sup>Ms.</sup> Thompkins, who moved its adoption. The motion was seconded by <sup>Ms.</sup> Comer and upon being put to a vote, the vote was as follows:

Leviticus L. Gilliard, Chair Yes  
Tyreke Spann, Vice Chair absent

Willie L. Carpenter Yes      Taj C. Echoles absent  
Lt. Kevin Richardson absent      Rhonda Richardson Comer Yes  
Veronica Thompkins Yes

The Chairperson thereupon declared the resolution duly passed and adopted this 28th day of August, 2024.

**WEST PERRINE COMMUNITY  
REDEVELOPMENT AGENCY AND  
ITS BOARD OF COMMISSIONERS**

By:   
\_\_\_\_\_  
Veronica Thompkins  
West Perrine CRA, Secretary

Approved by CRA Attorney as  
to form and legal sufficiency.



Terrence A. Smith



**MEMORANDUM**  
(Revised)

**TO:** Honorable Chairman Anthony Rodriguez  
and Members, Board of County Commissioners

**DATE:** January 22, 2025

**FROM:**   
Gen Bonzon-Keenan  
County Attorney

**SUBJECT:** Agenda Item No. 8(G)(3)

Please note any items checked.

- \_\_\_\_\_ **“3-Day Rule” for committees applicable if raised**
- \_\_\_\_\_ **6 weeks required between first reading and public hearing**
- \_\_\_\_\_ **4 weeks notification to municipal officials required prior to public hearing**
- \_\_\_\_\_ **Decreases revenues or increases expenditures without balancing budget**
- \_\_\_\_\_ **Budget required**
- \_\_\_\_\_ **Statement of fiscal impact required**
- \_\_\_\_\_ **Statement of social equity required**
- \_\_\_\_\_ **Ordinance creating a new board requires detailed County Mayor’s report for public hearing**
- \_\_\_\_\_ **No committee review**
- \_\_\_\_\_ **Applicable legislation requires more than a majority vote (i.e., 2/3’s present \_\_\_\_, 2/3 membership \_\_\_\_, 3/5’s \_\_\_\_, unanimous \_\_\_\_, majority plus one \_\_\_\_, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, CDMP 2/3 vote requirement per 2-116.1(3) (h) or (4)(c) \_\_\_\_, CDMP 9 vote requirement per 2-116.1(4)(c) (2) \_\_\_\_)** to approve
- \_\_\_\_\_ **Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required**

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 8(G)(3)  
1-22-25

RESOLUTION NO. \_\_\_\_\_ R-41-25

RESOLUTION APPROVING THE FISCAL YEAR 2024-25  
BUDGET FOR THE WEST PERRINE COMMUNITY  
REDEVELOPMENT AGENCY AND THE WEST PERRINE  
COMMUNITY REDEVELOPMENT AREA IN THE TOTAL  
AMOUNT OF \$7,731,883.00

**WHEREAS**, section 163.387, Florida Statutes, requires the West Perrine Community Redevelopment Agency (“Agency”) to transmit its adopted annual budget to this Board for approval; and

**WHEREAS**, on August 28, 2024, the Agency adopted the Agency’s Fiscal Year 2024-25 budget (“budget”) for the West Perrine Redevelopment Area (“redevelopment area”) through Resolution No. CRA-10-24; and

**WHEREAS**, this Board desires to approve the Agency’s adopted annual budget for Fiscal Year 2024-25 for the redevelopment area, totaling \$7,731,883.00, in the form attached hereto as Exhibit “1” and incorporated herein by reference; and

**WHEREAS**, this Board desires to accomplish the purpose outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that:

**Section 1.** The matters contained in the foregoing recitals are incorporated in this resolution by reference.

**Section 2.** This Board approves the Fiscal Year 2024-25 budget for the West Perrine Community Redevelopment Agency and the redevelopment area in the total amount of \$7,731,883.00, in substantially the form attached hereto as Exhibit “1” and incorporated herein by reference.

The foregoing resolution was offered by Commissioner **Danielle Cohen Higgins** , who moved its adoption. The motion was seconded by Commissioner **Kionne L. McGhee** and upon being put to a vote, the vote was as follows:

	Anthony Rodriguez, Chairman	<b>aye</b>	
	Kionne L. McGhee, Vice Chairman	<b>aye</b>	
Marleine Bastien	<b>aye</b>	Juan Carlos Bermudez	<b>aye</b>
Kevin Marino Cabrera	<b>aye</b>	Sen. René García	<b>aye</b>
Oliver G. Gilbert, III	<b>aye</b>	Roberto J. Gonzalez	<b>aye</b>
Keon Hardemon	<b>absent</b>	Danielle Cohen Higgins	<b>aye</b>
Eileen Higgins	<b>aye</b>	Raquel A. Regalado	<b>aye</b>
Micky Steinberg	<b>aye</b>		

The Chairperson thereupon declared this resolution duly passed and adopted this 22<sup>nd</sup> day of January, 2025. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

JUAN FERNANDEZ-BARQUIN, CLERK



By: Basia Pruna  
Deputy Clerk

Approved by County Attorney as to form and legal sufficiency.

RFA

Richard Appleton  
Terrence A. Smith





Date: August 28, 2024

To: Chairman Leviticus L. Gilliard,  
and Members West Perrine Board of Commissioners

From: Krystal Patterson, MPA, FRA-RA  
Executive Director, West Perrine CRA

Subject: West Perrine Community Redevelopment Agency FY 2024-25 Budget

It is recommended that the Board of Commissioners of the West Perrine Community Redevelopment Agency (Board) adopt the proposed FY 2024-25 budget for the West Perrine Community Redevelopment Area (redevelopment area). It is further recommended that the Board authorize the Executive Director or the Mayor’s designee to submit the budget to the Miami-Dade County Board of County Commissioners (County Commission) for its approval. It is also recommended that the Board authorize the Executive Director or Executive Director’s designee to make any necessary adjustments to the budget to account for any corrections due to the carryover for the budget and final action by the County Commission on the County’s final budget.

**Delegation of Authority**

Upon approval of this item the Executive Director or Mayor’s designee will have the authority to submit the budget to the County Commission for its approval, and to make any necessary adjustments to the budget to account for any corrections due to the carryover for the budget and final action by the County Commission on the County’s final budget.

**Background**

**Tax Roll**

The redevelopment area has experienced healthy growth in taxable values from the previous year. The taxable value in the redevelopment area increased 12.4 percent over the 2023 Preliminary Roll for the area.

<b>West Perrine</b>	<b>2023 Roll</b>	<b>2024 Roll</b>	<b>Increase</b>	<b>Percent Increase</b>
<b>CRA Area</b>	800,897,835	900,333,591	99,435,756	12.4 Percent





### Revenues

For FY 2024-25 the estimated countywide tax increment payment into the trust fund is \$1,986,277, and the Unincorporated Municipal Service Area (UMSA) tax increment payment is \$829,206.

As of August 28, 2024, the Agency projected carryover funding is \$4,816,401 and estimate to gain \$100,000 in interest for total projected revenues of \$7,731,883.

### Expenses

The expenses outlined the budget narrative below is based on the Agency's redevelopment activities, including funding for initiatives developed in consultation with the Agency's staff.

Administrative support projected total is \$503,500 and the administrative reimbursement to the County is \$42,232. The proposed operating expenses for the Agency total \$1,457,100 and are detailed below. The proposed infrastructure expenses for the Agency total \$5,729,051 and are detailed below. The Agency's proposed budget does not include a contingency reserve.

### **Proposed Budget for Fiscal Year 2024-25**

#### **Revenues - \$7,731,883**

The Agency's proposed budget for FY 2024-25 is \$7,731,883. Revenues include a countywide tax increment revenue payment of \$1,986,277 an unincorporated area tax increment payment of \$829,206, carryover funding \$4,816,401, and projected interest earnings \$100,000.

#### **Expenditures - \$7,731,883**

##### Administrative Expenses - \$503,500

##### 1. Audits (\$20,000)

Florida law requires that the Agency's revenues and expenses be audited annually by an external auditor to ensure compliance with sections 163.387(6) and (7), Florida Statutes.

##### 2. Advertising, Notices, Printing and Mailing Materials (\$30,000)

Set aside for any advertising, printing, and mailing materials that may be required as a result of the Agency's activities to include social media, website hosting and maintenance, newsletters, photography etc.





3. Executive Director (\$140,000)

The Agency's contracted Executive Director responsible for managing the day-to-day operations of the Agency.

4. Project Coordinator (\$60,000)

Personnel responsible for project management, oversight of programs and day to day Agency activities.

5. Office Space (\$30,000)

Cost to rent space and all other expenses related to the Agency having a physical office in the community.

6. Meeting Rooms (2,500)

Cover cost associated with the logistics relating to conducting CRA Board meetings.

7. Office Supplies/Equipment (\$6,500)

Costs to purchase office supplies and equipment to include folders, paper, copier, computer etc.

8. Mail Services (\$2,500)

Costs to cover direct mail to community from the Agency regarding programs and services.

9. Travel (\$35,000)

Travel to the annual Florida Redevelopment Association Conference, P3 Conference, International conference of Shopping Centers and events geared towards economic development that provide access to investors and developers to market the redevelopment area and professional development.

10. Insurance (\$100,000)

Coverage for agency liability insurance as well as property insurance.





12. Direct County Support (\$77,000)

This line item covers expenses incurred by the County's Office of Management and Budget relating to operations of the Agency, including preparing meeting agendas, overseeing the Agency's Trust Fund, processing invoices, and coordinating with County Departments to implement the Agency's initiatives.

County Administrative Charge - \$42,232

1. County Administrative Charge (\$42,232)

The County administrative charge represents a reimbursement of a 1.5 percent fee of the County's tax increment contribution. This charge recovers administrative costs relating to overseeing all Agency related activities.

Note: Administrative expenditures, excluding the 1.5 percent County Administrative Charge, total \$545,732 and represent less than 20 percent of total expenditures.

Operating Expenses - \$1,457,100

1. Membership and State Fee (\$2,000)

The Agency is required by the State of Florida to pay a Special District fee (\$175). The Agency is also a member of the Florida Redevelopment Association and pays annual dues (\$1,870).

2. Contractual Services (\$350,000)

For professional services to update the Agency's Redevelopment Plan, Professional service consultants, CRA project signs and installation, Community Clean Up etc.

3. Legal Services (\$30,000)

For legal services pertaining to the County Attorney's Office's review and/or preparation of documents, resolutions, contracts, and representation of the Agency.





5. Non-Profit Organizations Grants (~~\$600,000~~\$250,000)

This amount will provide for maintenance and operational support to not-for-profit organizations, including the Historic Bethel House Museum

6. Innovative Community Policing (\$325,000)

For the implementation of a community policing program or security company service to reduce crime in the area through added proactive enforcement and high visibility in conjunction with community interaction, education, and overall citizen integration through community policing concepts.

7. Special Lighting District (\$100)

Payment of non-ad valorem assessment on the Agency's vacant land at the corner of SW 182<sup>nd</sup> Street and SW 102<sup>nd</sup> Court, folio number: 30-5032-014-0210

8. Workforce Training/Job Creation Programs (\$150,000)

Community Education initiatives to include seminars, summits and workshops.

9. Miscellaneous (\$300,000)

Funds to cover additional expenses that may arise.

10. Vehicle (\$50,000)

Funds to acquire Agency vehicle and maintenance to include gas, oil changes, etc.

11. Reserves – (\$0)

The annual budget does not include a contingency reserve.





Infrastructure Expenses (\$5,729,501)

1. Land / Building Acquisition (\$2,404,051)

This allocation will fund the acquisition of blighted properties and / or vacant land for future redevelopment opportunities.

2. Hibiscus Grove (\$900,000)

Portion of the loan approved by the board to support the development of Hibiscus Grove, a mixed-use project.

4. Infrastructure Improvements (\$200,000)

This allocation will fund improvements within the Area. Additionally, this can be used to seek match funding from the Florida Department of Transportation for a beautification grant project within the redevelopment area. Remove old cans and install new in corridors, replace community gateway signs etc.

5. Landscape Enhancement & Ground Maintenance (\$25,000)

For ground maintenance and litter removal from CRA owned property to include board ups, tree trimming and debris hauling.

8. Residential Rehabilitation Program (\$600,000)

Residential programs developed to help with essential home repairs, enhancing the health, life, and safety of the West Perrine community while fulfilling the Agency's goal of mitigating slum and blight conditions.

9. Commercial Rehabilitation and Business Expansion & Attraction Programs (BEAP) (\$1,000,000)

The Commercial Rehabilitation Grant offers funding for interior/exterior upgrades to existing commercial properties, supporting small business retention within the CRA. The Business Expansion & Attraction Program (BEAP) aims to attract businesses to the West Perrine CRA, targeting those outside its boundaries or looking to expand.





10. Special Projects Grant (\$300,000)

The Special Projects Grant (SPG) incentivizes neighborhood groups to improve West Perrine neighborhoods on publicly owned property or right of way.

11. Public Service Worker Grant (\$300,000)

This grant will provide for down payment assistance specifically for public service employees to purchase a home in the West Perrine community.



**West Perrine Community Redevelopment Agency**

	FY 2023-24 ADOPTED BUDGET	FY 2023-24 PROJECTIONS	FY 2024-25 PROPOSED BUDGET
<b>REVENUES</b>			
Carryover	4,150,255	4,254,685	4,816,401
UMSA Tax Increment Revenue	667,498	667,498	829,206
County Tax Increment Revenue	1,599,270	1,599,270	1,986,277
Interest	20,000	100,000	100,000
<b>Revenue Total</b>	<b>6,437,023</b>	<b>6,621,453</b>	<b>7,731,883</b>
<b>EXPENDITURES</b>			
<b>Administrative Expense</b>			
Audit	25,000	16,500	20,000
Advertising and Notices	5,000	-	25,000
Printing & Publishing	1,000	-	5,000
Executive Director	-	-	140,000
Project Coordinator	-	-	60,000
Grants Software	2,500	2,500	-
Office Space	-	-	30,000
Meeting Room Expenses	5,000	200	2,500
Office Supply Equipment	-	-	6,500
Mail Services	500	500	2,500
Travel - FRA Annual Conference	5,000	15,000	35,000
Insurance	-	23,600	100,000
Direct County Support	150,000	150,000	77,000
<b>Subtotal Administrative Expense</b>	<b>194,000</b>	<b>208,300</b>	<b>503,500</b>
County Administrative Charge (1.5%)	34,002	34,002	42,232
<b>(A) Subtotal Admin and Admin Charge</b>	<b>228,002</b>	<b>242,302</b>	<b>545,732</b>
<b>Operating Expense</b>			
F.R.A. Membership and State Fee	3,421	2,000	2,000
Contractual Services (Redevelopment Studies)	200,000	56,400	350,000
Economic Development Coordinator	50,000	-	-
Legal Services	30,000	30,000	30,000
Non-Profit Organizations	500,000	25,000	250,000
Executive Director	105,000	78,750	-
Community Space	1,400,000	-	-
Innovative Community Policing	325,000	-	325,000
Special Lighting District	100	100	100
Workforce Training / Job Creation Programs	100,000	-	150,000
Miscellaneous	20,000	20,000	300,000
Vehicle Maintenance	-	-	50,000
Reserves	-	-	-
<b>(B) Subtotal Operating Expenses &amp; Reserves</b>	<b>2,733,521</b>	<b>212,250</b>	<b>1,457,100</b>
<b>Infrastructure Expenses</b>			
Land / Bldg. Acquisitions	1,500,000	1,200,000	2,404,051
Hibiscus Grove	-	100,000	900,000
Infrastructure Improvements	300,000	-	200,000
Landscape Enhancement & Ground Maintenance	500	500	25,000
Residential Improvement Grants	525,000	-	600,000
Redevelopment Grants - Commercial	850,000	50,000	1,000,000
Beautification Grants	300,000	-	-
Special Projects Grant	-	-	300,000
Public Service Grant	-	-	300,000
<b>(C) Subtotal Infrastructure Expenses &amp; Reserves</b>	<b>3,475,500</b>	<b>1,350,500</b>	<b>5,729,051</b>
<b>Expenditures Total (A+B)</b>	<b>6,437,023</b>	<b>1,805,052</b>	<b>7,731,883</b>
<b>Revenues Less Expenditures Total</b>	<b>-</b>	<b>4,816,401</b>	<b>0</b>