

**CLERK'S SUMMARY AND OFFICIAL MINUTES  
NARANJA LAKES  
COMMUNITY REDEVELOPMENT AGENCY (CRA)  
MAY 18, 2009**

The Naranja Lakes Community Redevelopment Agency (CRA) Board convened in the South Dade Government Center, 10710 S.W. 211 Street, Room 203, Miami, Florida, at 6:00 p.m., on May 18, 2009; there being present upon roll call: Interim Chairperson Kenneth Forbes, Mr. Daniel Lipe and Mr. Moe Hakssa; (Ms. Kery-Lyn Coleman, Mr. Rene Infante, Mr. Stuart Archer and Ms. Marlene Volkert were absent); staff members present were: Mr. Jorge Fernandez, Office of Strategic Business Management (OSBM) Coordinator; and Deputy Clerk Jill Thornton.

**I. Meeting Call to Order and Roll Call**

**a. Welcome of New Board Member**

Mr. Forbes called the CRA Board meeting to order at 6:07 p.m., and noted as a quorum was not yet present, informational items would be heard first. He advised that due to a staff member's need to leave early tonight, the CRA would consider all items listed under Agenda Item New Business first, following the open forum.

There being no objection, the following agenda items were considered out of order.

**IV. Open Forum for Public Comments**

Mr. Forbes opened the floor for public input. Seeing no one wishing to speak, the public forum was closed.

Mr. Fernandez suggested the CRA receive the reports listed under Agenda Item Old Business before considering Agenda Item New Business, and act upon them once a quorum was present.

Mr. Forbes asked if any of the representatives present tonight (05/18) in connection with the written reports listed under Agenda Item Old Business had additional information or comments to add to these reports. Seeing no one coming forward to speak in connection with the reports, the CRA Board proceeded to consider the items listed under Agenda Item New Business first.

**VI. New Business**

**1. Request for Proposal for Community Center Building Management Services**

Mr. Steven Zerkowitz, Legal Counsel for the CRA, noted he prepared a draft of the Request for Proposals (RFP) for the property management services of the NLCRA Community Center, and included the changes requested by CRA members at the last CRA meeting. He explained the intent of the RFP was to engage a firm or individual to manage and maintain this facility. Mr.

Zelkowitz noted the next step in this process would be to establish a start and end date for receiving proposals, with the end date being 30 days after the start date; then issue the RFP and proceed with the selection committee process for reviewing those submittals.

In response to Mr. Forbes' question regarding the timeframe for beginning the RFP process, Mr. Jorge Fernandez noted the RFP would be issued within the next few weeks.

## **2. Memorandum of Understanding with MDPD for a Work Station**

Mr. Steven Zelkowitz, Legal Counsel for the CRA, noted a Memorandum of Understanding (MOU) between Miami-Dade Police Department (MDPD) and the CRA for use of space at the NLCRA Community Center was prepared by MDPD and forwarded to county staff and him for review. He noted he added his comments to the MOU. Mr. Zelkowitz explained the intent of the MOU was to provide a designated area within the Community Center to be used as a community police work station where police officers could write reports and make phone calls, but not to be used as a police station or detention area. He noted the MOU would provide for a police presence at this facility at various times and allow for the MDPD to have 24-hour access and to use the facility's security system provided they complied with the protocol established by the CRA for operating it. MDPD would not be charged for utilizing this facility, but would be responsible for providing its own necessary equipment and for any damage caused to the facility while using it, Mr. Zelkowitz noted.

Mr. Zelkowitz noted MDPD agreed with the changes made to the MOU, including a change made earlier regarding telephone, internet and cable services at this facility. Mr. Zelkowitz stated he was comfortable with the MOU as drafted and recommended the CRA approve it in its present form when a quorum was present.

Mr. Forbes said he felt the CRA would want telephone, internet or cable services at this facility for community outreach purposes.

Responding to Mr. Lipe's question regarding the MOU being a three-year agreement, Mr. Zelkowitz noted the MOU was a flexible, three-year agreement considered a revocable license that granted MDPD the rights to use and occupy the facility and could be revoked at any time by either party giving a 30-day notice. Mr. Zelkowitz indicated until the facility was opened for use, it would not be used by the MDPD.

## **3. Status of OCED Business Grant**

Mr. Fernandez noted at the last CRA meeting, he advised the CRA that the Office of Community and Economic Development (OCED) had considered recapturing the \$70,000 Economic Development Grant awarded to the CRA five years ago. Subsequent to that meeting, he added, OCED informed staff they would officially recapture those funds because the grant involved federal dollars and OCED had problems meeting the 1.5% expenditure goal set by the federal government. Mr. Fernandez noted OCED also advised staff that the CRA could apply for another Community Development Block Grant (CDBG) at the next CDBG hearing.

Responding to Mr. Forbes' question regarding whether OCED held a departmental meeting on May 13, 2009 to discuss recapturing and reallocating those dollars for active projects, Mr. Fernandez answered "Yes."

## **V. Old Business**

### **Community Policing**

Sergeant Ozzie Hernandez, Miami-Dade Police Department (MDPD), Cutler Ridge District, noted he previously discussed with the CRA the need to schedule another Neighborhood Safety Fair and suggested one be scheduled on June 5<sup>th</sup> 2009, a day after the current public school semester ended. He indicated he was in the process of coordinating this event and had received confirmation from some vendors. He noted he desired to set up the event partly on the NLCRA Community Center property, the old parking lot site and the adjacent field, and asked if the Community Center would be completed in time to do so.

Mr. Fernandez noted the Community Center was not completed and had no Certificate of Occupancy (CO), but even if the CO were to be obtained in time for the event, the facility would still be an empty shell that needed to be furnished.

Sergeant Hernandez noted MDPD only needed access to the outside areas of the community center and the adjacent field and parking lot to set up display booths and tables on the lawn. He said he could have the needed resources in time for the event if scheduled on June 5, 2009, but would postpone it if the sites were not available.

Mr. Fernandez asked staff to assist Sergeant Hernandez in checking whether MDPD could access those sites for the event.

### **Update on General Old Business**

#### **1. Heritage Village**

No Action Taken.

#### **2. Mandarin Lakes Sales/Closing Report**

No Action Taken.

#### **3. Infrastructure Construction**

No Action Taken.

#### **4. Mandarin Lakes Developer Update**

No Action Taken.

## **5. Action Plan Implementation Update**

Ms. Kristin Mory, representing Ms. Rachel Bach, Economic Development Coordinator, noted she drafted a newsletter for the CRA entitled "Naranja Lakes News" and provided CRA members with copies for their review and input. She also noted that even in the larger, four-page 11" x 14" format, the newsletter had little room for news. Ms. Mory said she received a number of suggested news articles, the total of which well exceeded the available room; however, she and Ms. Bach would review the articles for timeliness and newsworthiness and could expand the newsletter if the CRA desired. For now, the current format served as a basic introduction to the CRA and provided much direction for obtaining additional information about the CRA through various sources, Ms. Mory noted. She said she was working on setting a specific mailing date.

In response to Mr. Forbes' question regarding CRA member Stuart Archer's recommendation for a CRA website to be created, Mr. Fernandez advised that the CRA would remain under the County's umbrella of websites for now.

Ms. Mory noted she researched this issue further and found that when querying information about the NLCRA on the web through Google, she was taken directly to miamidade.gov, where information about the CRA was very accessible. She noted since county staff had put much time and effort into creating a branding for the County, it made sense for the CRA to remain under the County's umbrella of websites.

Mr. Forbes asked that this information be shared with Mr. Archer, who recommended the CRA website be created.

Regarding the CRA's business grants program, Ms. Mory noted she and Ms. Bach were in the process of providing two local businesses with technical assistance to ensure their applications for an economic development grant were completed properly; and once the applications were completed, they would review them for accuracy and bring back a recommendation for funding, hopefully, by the next CRA meeting.

In response to Mr. Forbes' question regarding a request by the CRA that staff have a representative from the Office of Community and Economic Development (OCED) present at a CRA meeting to be held in the near future, Mr. Fernandez noted he would have an OCED representative present at the next CRA meeting if the CRA desired so. Mr. Fernandez advised that staff was awaiting approval of the Request for Applications (RFA) to allow businesses to begin applying for funds.

In response to Mr. Lipe's question regarding whether the two grant applications referenced by Ms. Mory would be funded by the current budget, Ms. Morey noted they would be.

## **II. Approval of Minutes**

No Action Taken

**III. Approval of Agenda**

No Action Taken

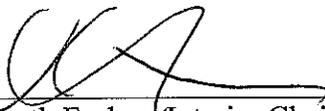
**VII. Next Meeting Dates:**

**June 22, 2009 Regular Board Meeting**

Mr. Forbes announced the next NLCRA Meeting would be held on June 22, 2009 at 6:00 p.m.

**VIII. Adjournment**

There being no further business to come before this board, the Naranja Lakes Community Redevelopment Agency meeting was adjourned at 6:25 p.m.



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Kenneth Forbes, Interim Chairperson  
Naranja Lakes Community Redevelopment Agency



# Naranja Lakes Community Redevelopment Agency

May 18, 2009

Prepared by: Jill Thornton

## EXHIBITS LIST

NO.	DATE	ITEM #	DESCRIPTION
1	5/18/2009		Meeting Agenda
2	5/18/2009		Roll Call Sheet
3	5/18/2009	I (a)	Copy of Resolution No. R-558-09 appointing Keri-Lyn Coleman to the NLCRA Board
4	5/18/2009	V (a)	NLCRA Initiative Monthly Progress Report - dated May 14, 2009
5	5/18/2009	V (a)	Community Response Team – Monthly Productivity Report for month of 04/20/09 to 05/13/09
6	5/18/2009	V-3	SRS Engineering, Inc. Construction Progress Report on NLCRA construction – May 2009
7	5/18/2009	V-5	Copy of “Naranja Lakes News” publication-Volume1, Issue 1, dated June 2009
8	5/18/2009	VI-1	Draft of RFP #2009-01 Request for Proposals for Property Management Services for the NLCRA Community Center
9	5/18/2009	VI-2	Memorandum of Understanding between MDPD and NLCRA allowing MDPD to use a portion of the Community Center
10	5/18/2009	VI-3	Letter to NLCRA from Rachel Bach, The Holistic Planning Group, regarding status of the Grants Program and Newsletter
11			
12			
13			
14			
15			

**NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY**

**MEETING OF THE BOARD OF COMMISSIONERS**

LOCATION: SOUTH DADE GOVERNMENT CENTER – ROOM 203

10710 S.W. 211<sup>TH</sup> STREET, MIAMI, FL

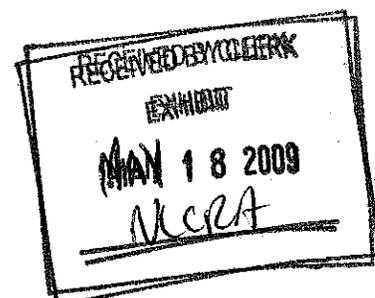
Regular Meeting 6:00PM – 7:30PM

May 18, 2009

**MEETING AGENDA**

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- I.** Meeting Call to Order and Roll Call Acting Chairperson
- a. Welcome New Board Member
- II.** Approval of the Minutes Board
- April 27, 2009 – Regular Meeting
- III.** Approval of Agenda Board
- IV.** Open Forum for Public Comments (15-min)
- V.** Old Business
- Community Policing MDPD Monthly Reports  
Update on General Old Business
1. Heritage Village Staff  
2. Mandarin Lakes Sales / Closing Report D.R. Horton Report  
3. Infrastructure Construction Ignacio Serralta, SRS  
4. Mandarin Lakes Developer Update Scott Hedge  
5. Action Plan Implementation Update Rachel Bach
- VI.** New Business
1. Request for Proposal for Community Center Building Management Services Steve Zelkowitz / Staff
2. Memorandum of Understanding with MDPD for a Work Station Steve Zelkowitz
3. Status of OCED Business Grant Staff
- VII.** Next Meeting Dates:
- June 22, 2009, Regular Board Meeting
- VIII.** Adjournment



**NARANJA LAKES  
COMMUNITY REDEVELOPMENT AGENCY**

Roll Call Sheet for May 18, 2009

MEMBER	PRESENT	LATE	ABSENT
Coleman, Kery-Lyn	—		✓
Hakssa, Moe	✓		
Infante, Rene			✓
Lipe, Daniel P.	✓		
Volkert, Marleen			✓
<b>(One Vacant Seat)</b>			
<b>(One Vacant Seat)</b>			
Archer, Stuart <i>(Interim Vice Chair)</i>			✓
Forbes, Kenneth <i>(Interim Chair)</i>	✓		
<b>COMMISSION REPORTER</b>	✓		
<b>START TIME</b>			
<b>END TIME</b>			

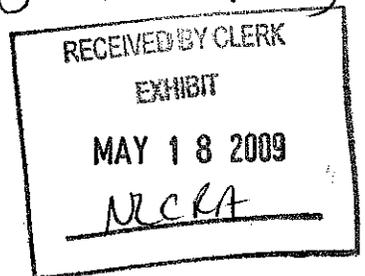
**NOTE: Four (4) members constitute a quorum**

*Revised on 05/18/2009*

Others:

- Jorge Fernandez - OSBM Coordinator
- Steven Zalkowicz - Legal Counsel for CRA
- Ignacio Hernandez, SRS Eng. - CRA Const. Consult.
- Scott Hedge - De Guandola Properties
- Alex De Guandola - N.L.C., LLC
- Kristin Mory - Holistic Planning Group

Sgt Hernandez - MOPD



**OFFICIAL FILE COPY  
CLERK OF THE BOARD  
OF COUNTY COMMISSIONERS  
MIAMI-DADE COUNTY, FLORIDA**

**MEMORANDUM**

Agenda Item No. 11(A)(15)

**TO:** Honorable Chairman Dennis C. Moss  
and Members, Board of County Commissioners

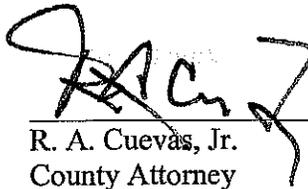
**DATE:** May 5, 2009

**FROM:** R. A. Cuevas, Jr.  
County Attorney

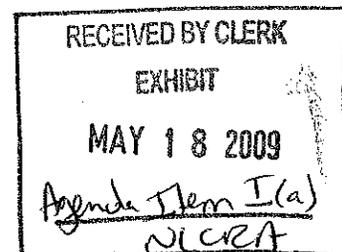
**SUBJECT:** Resolution appointing  
Keri-Lyn Coleman to the  
Naranja Lakes Community  
Redevelopment Board

**Resolution No. R-558-09**

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Katy Sorenson.

  
\_\_\_\_\_  
R. A. Cuevas, Jr.  
County Attorney

RAC/up

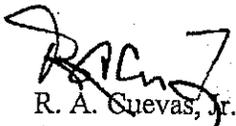




**MEMORANDUM**  
(Revised)

**TO:** Honorable Chairman Dennis C. Moss  
and Members, Board of County Commissioners

**DATE:** May 5, 2009

**FROM:**   
R. A. Cuevas, Jr.  
County Attorney

**SUBJECT:** Agenda Item No. 11(A) (15)

Please note any items checked.

- "4-Day Rule" ("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
- Bid waiver requiring County Mayor's written recommendation
- Ordinance creating a new board requires detailed County Manager's report for public hearing
- Housekeeping item (no policy decision required)
- No committee review

2

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

Agenda Item No. 11(A) (15)  
5-5-09

**RESOLUTION NO. R-558-09**

**RESOLUTION APPOINTING KERI-LYN COLEMAN TO THE  
NARANJA LAKES COMMUNITY REDEVELOPMENT  
AGENCY BOARD**

**WHEREAS**, the Board of County Commissioners ("Board") previously established the Naranja Lakes Community Redevelopment Agency ("CRA") through Ordinance 02-216 and appointed an initial CRA Board of Commissioners ("CRA Board") pursuant to Section 163.356, Florida Statutes; and

**WHEREAS**, the Board, as the governing body of the CRA, has the authority to make appointments to the CRA Board, when necessary, after the establishment of the initial CRA Board; and

**WHEREAS**, Ordinance 06-64 amended Ordinance 02-216 to allow future appointments and reappointments to the CRA Board to be accomplished by Resolution; and

**WHEREAS**, this Board wishes to fill a vacancy on the CRA Board caused by the resignation of a CRA Board member; and

**WHEREAS**, Keri-Lyn Coleman has been nominated to serve as a CRA Board member,

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

Section 1. Keri-Lyn Coleman is appointed to the CRA Board of the Naranja Lakes Community Redevelopment Agency to fill a vacancy caused by the resignation of a CRA Board member originally appointed by the Board.

Section 2. Keri-Lyn Coleman's term shall run through October 22, 2010, which represents the remainder of the term of the member she replaces.

The Prime Sponsor of the foregoing resolution is Commissioner Katy Sorenson. It was offered by Commissioner **Jose "Pepe" Diaz**, who moved its adoption. The motion was seconded by Commissioner **Carlos A. Gimenez** and upon being put to a vote, the vote was as follows:

	Dennis C. Moss, Chairman	aye	
	Jose "Pepe" Diaz, Vice-Chairman	aye	
Bruno A. Barreiro	aye	Audrey M. Edmonson	aye
Carlos A. Gimenez	aye	Sally A. Heyman	aye
Barbara J. Jordan	aye	Joe A. Martinez	aye
Dorrin D. Rolle	aye	Natacha Seijas	aye
Katy Sorenson	aye	Rebeca Sosa	absent
Sen. Javier D. Souto	aye		

The Chairperson thereupon declared the resolution duly passed and adopted this 5<sup>th</sup> day of May, 2009. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

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

HARVEY RUVIN, CLERK



By: **Diane Collins**  
Deputy Clerk

Approved by County Attorney as to form and legal sufficiency. MB

Mandana Dashtaki

**Naranja Lakes CRA Initiative**  
**Monthly Progress Report**

Reported by: Sgt. Ozzie Hernandez

Date of report: May 14, 2009

The following is a synopsis of the police enforcement and community policing actions provided to the Naranja Lakes CRA boundaries from Monday, April 20, 2009 to Wednesday, May 13, 2009:

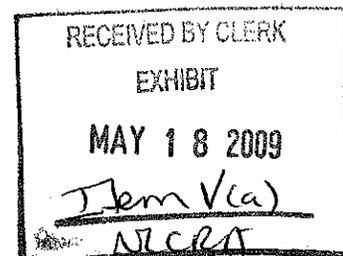
- At the onset of the initiative, an up to date analysis was conducted of the areas of concern to determine the most active days and hours of the week to provide the most efficient coverage.
- A total of 38 four-hour roving patrol details and 9 enforcement sweeps and 1 RENEW Operation were conducted during this monthly period. As a result, the initiative produced the following totals:
  1. A total of 26 arrests were initiated of which 2 felony, 1 misdemeanor, 13 warrants, and 10 traffic arrests.
  2. A total of 105 traffic citations (55 HVM & 50 NHMV).
  3. A total of 13 person's message recoveries.
  4. Recovery of a stolen van, valued at \$7,000, and located in Sea Pines with the assistance of a citizen notification to this supervisor.
  5. A total of 292 Field Interview Reports were written by officers who conducted a stop of an individual who warranted concerns to document there information for future reference.
  6. A total of 50 career criminals were stopped and documented.
  7. A total of 306 citizen contacts were initiative and 119 business contacts.

**Highlights:**

On 4/20/09 a RENEW operation was conducted in the Cancun Palms Apartment complex. A total of 160 citizens were contacted door to door in the complex. They were all provided with crime prevention brochures and information. Several citizens provided information on narcotics activity within the complex. The investigative lead has been forwarded to the Narcotics Bureau for follow-up investigation.

On 4/20/09 a fugitive wanted by the US Marshals was located at SW 268 Street and 137 Avenue. The subject was wanted for probation violation on cocaine charges.

On 4/30/09 a fugitive from Broward County was apprehended at SW 280 Street and US1 by a sweep detail officer. The subject was wanted for a child support writ of arrest.



# COMMUNITY RESPONSE TEAM

## Naranja Lakes CRA Initiative

### Monthly Productivity Report

Month Of: 4/20/09 to 5/13/09

Date: 05/15/09

Hours: Various  
Start-Finish

Areas of Concern: SW 268St to 288 St Old Dixie Hwy to the Fl. Turnpike (CRA Boundaries)

Submitted By: Sergeant Oswaldo Hernandez

#### Weekly Totals

#### CASES

1. Assigned 27  
2. No Reported 0

#### CLASS I ARREST (Adults) (Juveniles)

	(Adults)	(Juveniles)
1. Homicide		
2. Sexual Assault		
3. Robbery		
4. Assault		
5. Burglary		
6. Larceny		
7. Auto Theft		

#### ARRESTS (Adults) (Juveniles)

	(Adults)	(Juveniles)
1. Felony	2	
2. Misdemeanor	1	
3. Traffic	10	
4. Warrant	13	
5. PTA	0	
6. DUI	0	

#### SUBJECT CONTACTS

1. FI Cards 292  
2. Career Criminals 50  
3. Curfew Violations 0  
4. Truants 0

#### COMMUNITY ACTIVITIES

1. Citizen Contact 306  
2. Business Contact 119

#### RECOVERIES

1. Persons 13  
2. Apprehensions 0  
3. Other Property 0  
4. Vehicles 1  
5. Recovery Value \$ \$7,000.00

#### PROPERTY/NARCOTICS SEIZED

1. Type \_\_\_\_\_  
2. Value \$ \_\_\_\_\_  
3. Marijuana (grams) \_\_\_\_\_  
4. Hashish (grams) \_\_\_\_\_  
5. Cocaine (grams) \_\_\_\_\_  
6. Heroin (grams) \_\_\_\_\_  
7. Pills (# & type) \_\_\_\_\_  
8. Currency Seized \$ \_\_\_\_\_

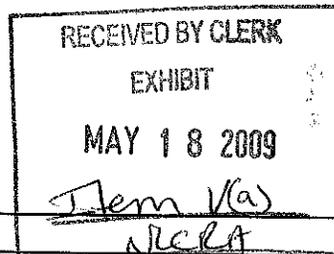
#### WEAPONS SEIZED

1. Firearms \_\_\_\_\_  
2. Knives \_\_\_\_\_  
3. Other \_\_\_\_\_

#### TRAFFIC ACTIVITIES

1. HMV 55  
2. NHMV 50  
3. Parking 0  
4. Verbal warnings 16  
5. Vehicles Impounded 1

Comments: See Monthly Progress Report.



May 15, 2009

Naranja Lakes Community Redevelopment Agency  
Miami-Dade County Community Redevelopment Division  
Office of Strategic Business Management (OSBM)  
111 NW 1<sup>st</sup> Street, 22<sup>nd</sup> Floor  
Miami, Florida 33128

Attn: Mr. Jorge M. Fernandez, Jr.  
OSBM Coordinator

Re: **Naranja Lakes Community Redevelopment Agency  
Construction Progress Report - May 2009**

The following is a progress report for the construction activities to date for the Naranja Lakes CRA in accordance with the Redevelopment Agreement.

**Construction Activities**

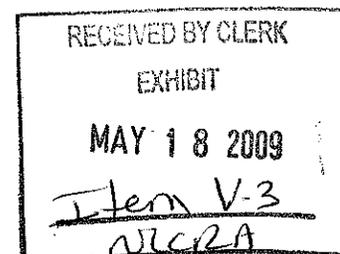
**1- Canal Street Bridge**

- a. No additional work has been performed under this item since our last report.
- b. Approval of the schedule of values for Item C (Canal Street – Naranja Lakes Blvd.) and Item D (Canal Street Bridge, Greens and Pathways) has been submitted by the Developer and is currently being reviewed by SRS.

**2- SW 140<sup>th</sup> Ave Plaza (Civic Building) and Entrance Features  
(ELCI Construction, Inc.)**

**Civic Building: Overall 96.5% of the building is complete**

- a. Painting of the interior rooms has been completed, except the doors and trims.
- b. Site grading and irrigation system have been complete, however the system is not ready for final inspection and approval until the power is provided to the irrigation pumps and the irrigation systems is functional.
- c. 95% of the landscaping has been planted including the decorative plants (see attached pictures). The sod still needs to be installed.
- d. The handicap parking is complete including stripping and signage.
- e. The carpeting remains to be completed in two rooms.
- f. The exterior site lighting poles have been installed except the lamps.
- g. The Contractor is still working on the completion of the building.
- h. The perimeter sidewalk issue still remains to be resolved. A meeting was held with on May 13<sup>th</sup> with Public Works to discuss the completion of the perimeter sidewalks. Public Works agreed to review the existing DR Horton permit and will issue a notice to the Developer to comply with the installation of the sidewalk. The County's Building Inspector for the Civic Building has indicated he will not release a Certification of Occupancy until the sidewalks are completed. Item is still pending.



**Entrance Features**

- a. No additional work has been performed on this items since our last report.
- b. Our recommendation for the Revised Agreement is to eliminate the entrance feature at SW 137<sup>th</sup> Avenue since there is no adequate location for it.

**3- SW 140<sup>th</sup> Avenue, SW 143<sup>rd</sup> Avenue, SW 272<sup>nd</sup> Street, and Canal Street.**

(Dixie Landscape, Inc., Landscape and Irrigation Contractor)

- a. No additional work has been performed under this item since our last report.
- b. 90% of the irrigation lines have been completed along SW 140<sup>th</sup> Avenue, SW 143<sup>rd</sup> Avenue and SW 272<sup>nd</sup> Street. The remaining 10% consist of the startup for the irrigation pump and inspect the irrigation system.
- c. Most of the landscaping trees have been installed, only the decorative plants have not been planted because the irrigation system is no operational.
- d. FPL will be installing the meter within the next weeks.
- e. The Developer agreed to open an account with FPL to activate the irrigation system and finalize the inspection. Afterwards, the account will be transferred to the Master Property Association with Public Works' assistance.

**4- Request for Payment No. 34 – Revision 1**

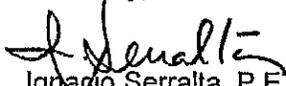
The Developer has submitted the Application for Payment No. 34 - Revision 1. SRS has reviewed the application and found it in compliance with the improvements described in the Redevelopment Agreement and in accordance with the approved Schedule of Values.

The quantities and amount submitted to us in Payment Requisition No. 34 – Revision 1 have been checked and were found to be fair and equitable. Therefore, we recommend the payment of \$39,986.30 which includes the following:

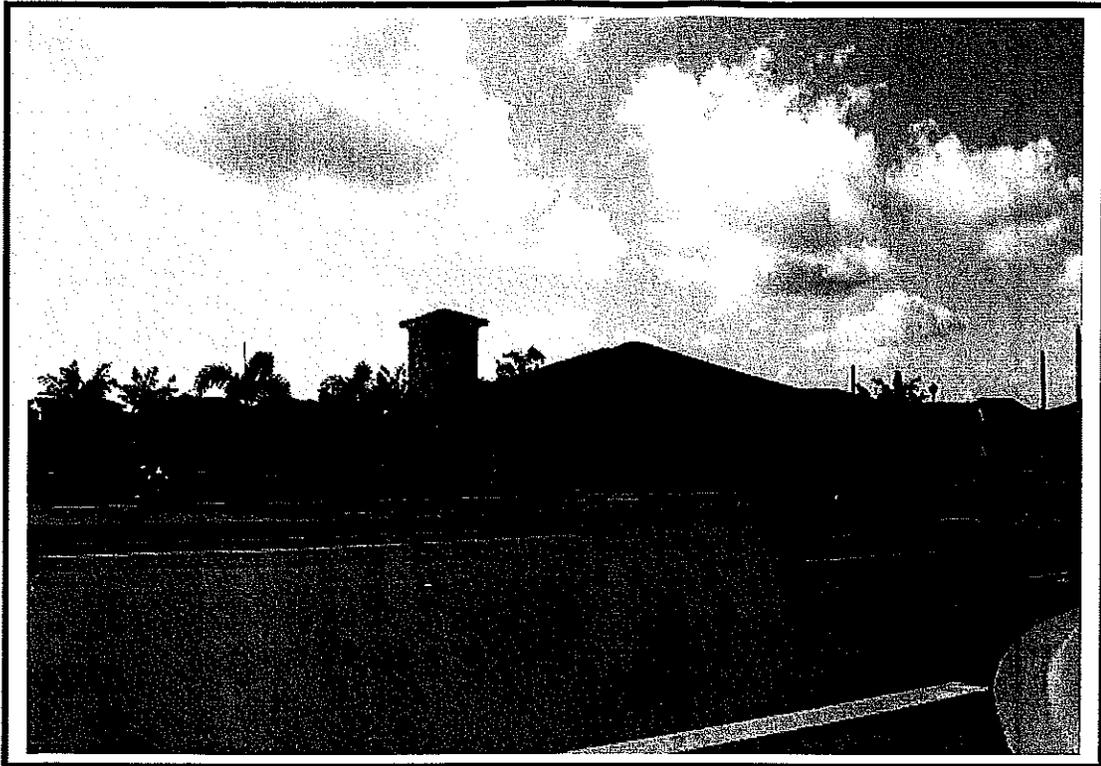
- \$ 12,179.37 for Part I – Contract NLC-001
- \$ 26,395.11 for Part II – Contract NLC-002
- \$ 1,411.83 for Developer's Fee (3.66% of work completed)

A 10% retainage, as well as the 0.25% for the IPSIG has already been deducted from the gross amount invoiced.

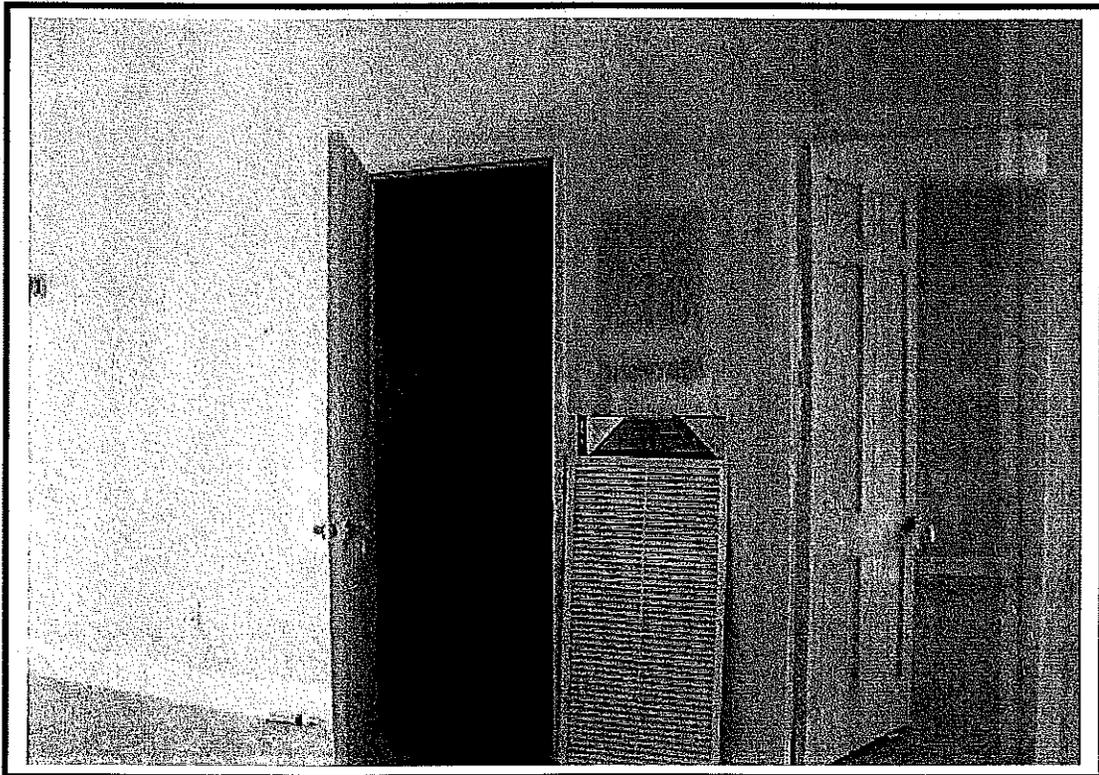
Sincerely,

  
Ignacio Serralta, P.E.  
CRA Construction Consultant

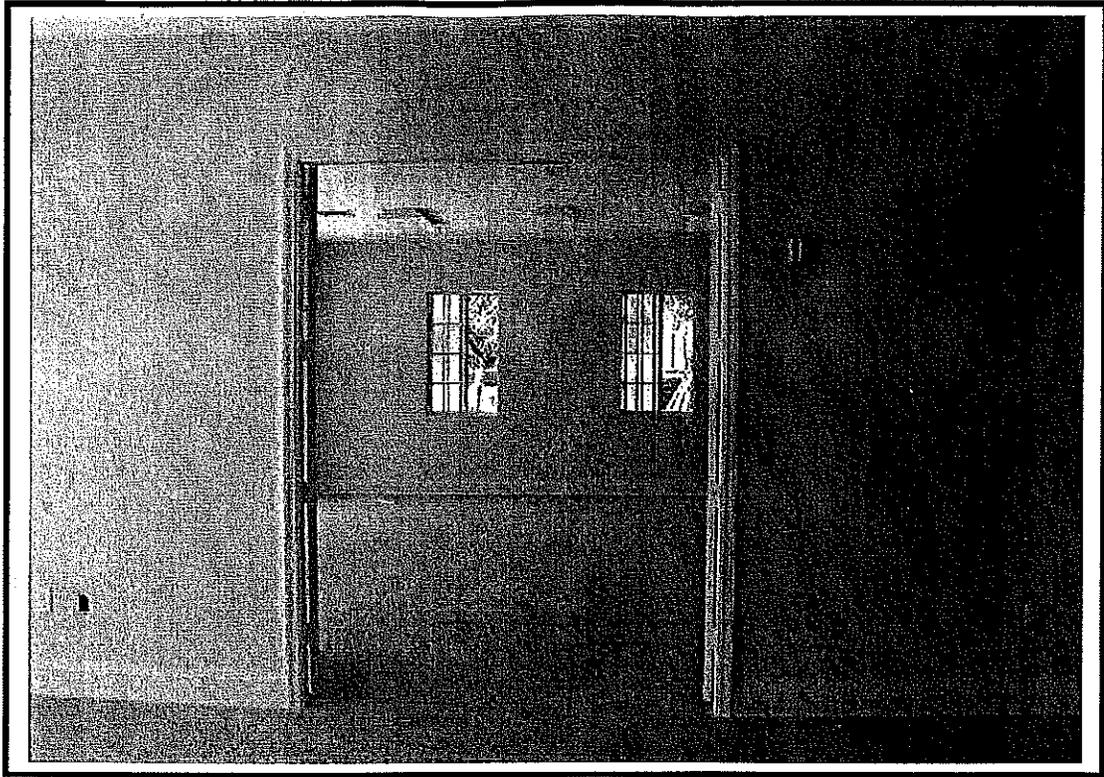




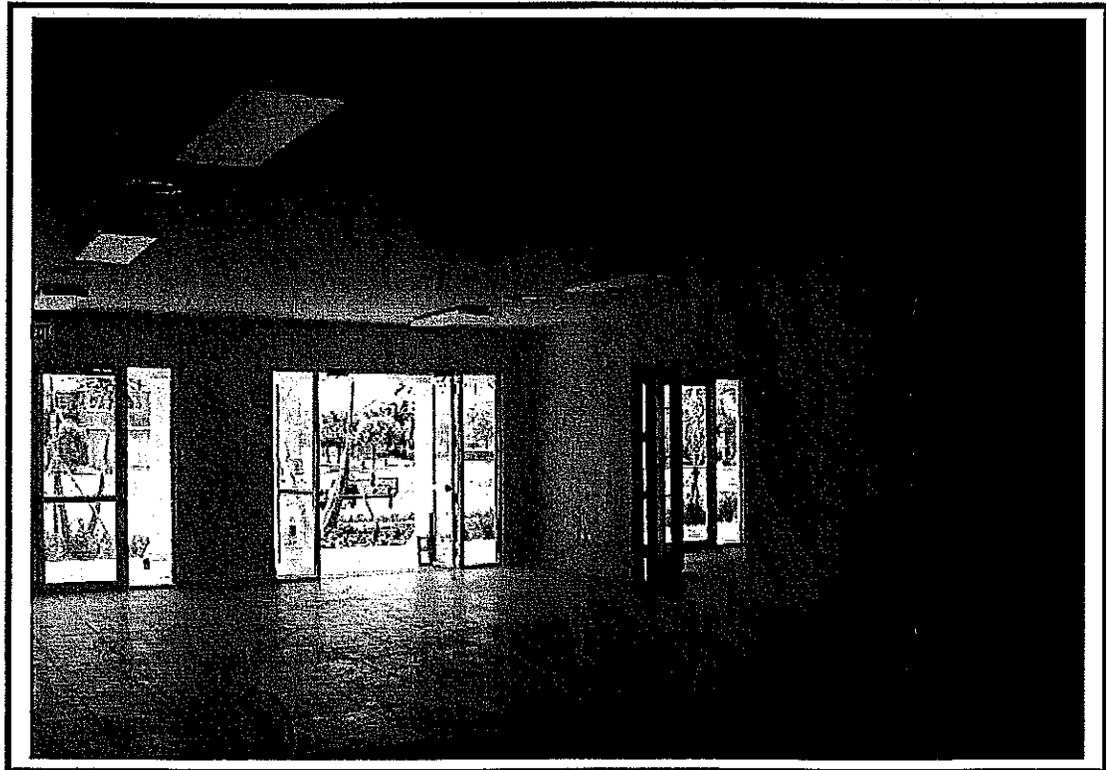
PHOTOGRAPH NO. 1 ■ Civic Building SW 140<sup>th</sup> Avenue



PHOTOGRAPH NO. 2 ■ Civic Building SW 140<sup>th</sup> Avenue

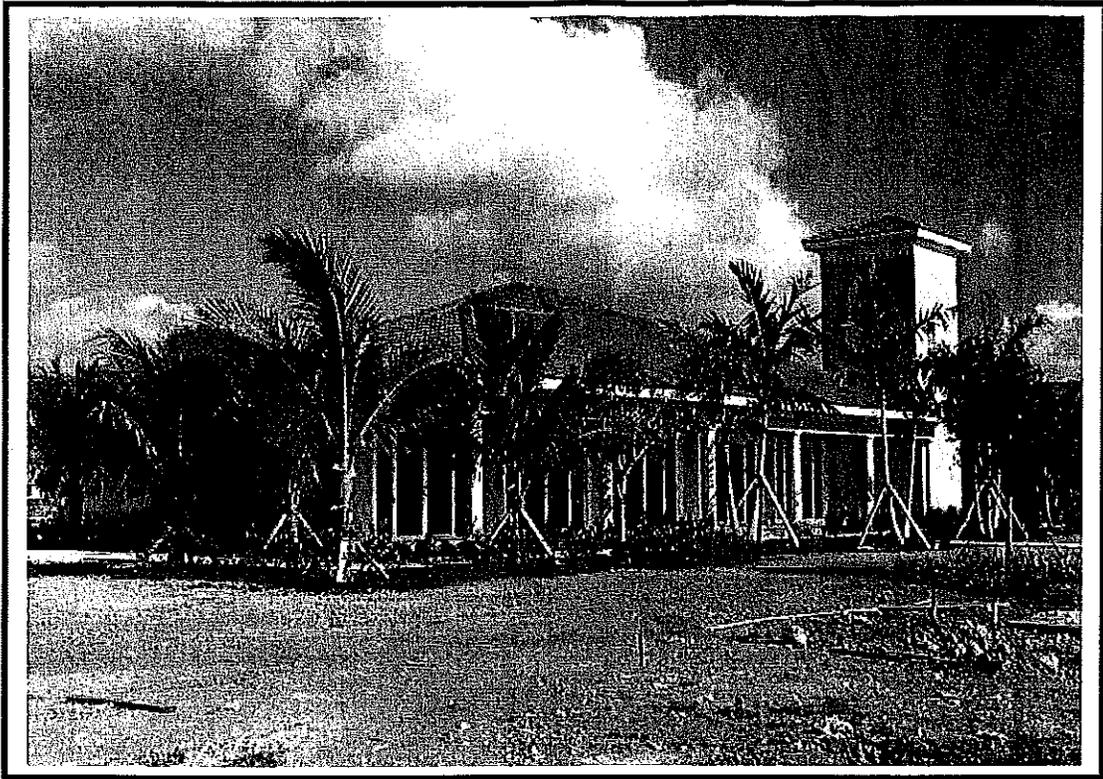


PHOTOGRAPH NO. 3 ■ Civic Building SW 140<sup>th</sup> Avenue



PHOTOGRAPH NO. 4 ■ Civic Building SW 140<sup>th</sup> Avenue



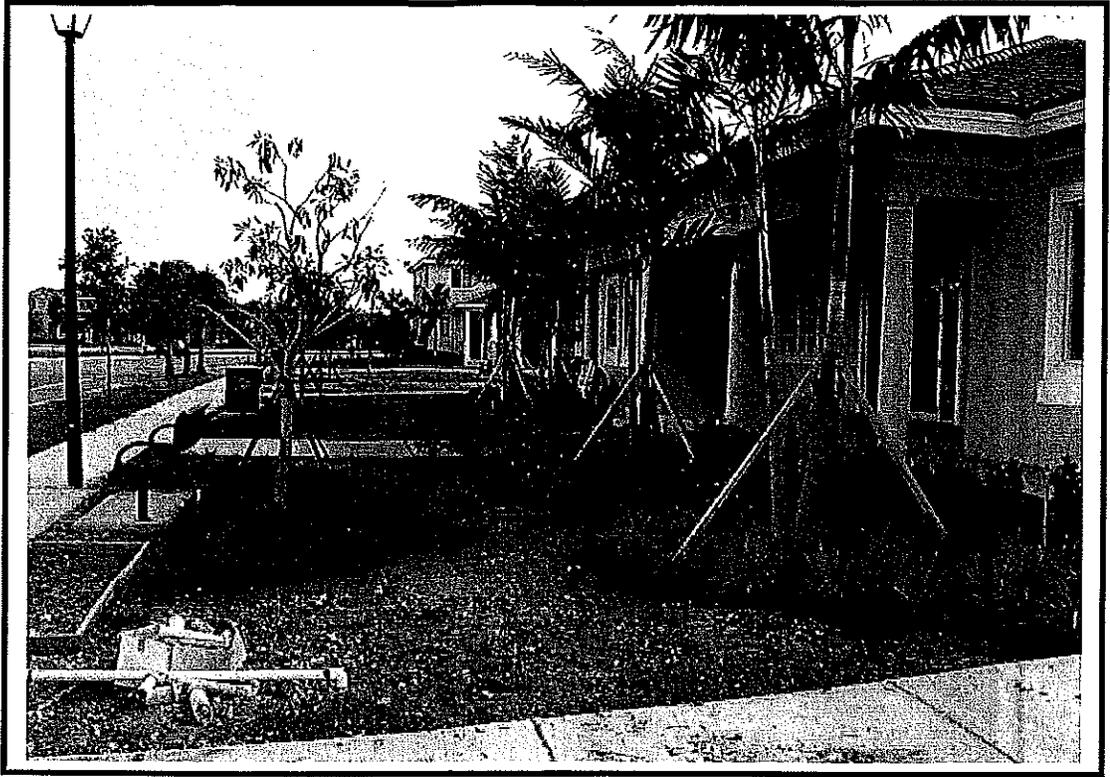


PHOTOGRAPH NO. 5 ■ Civic Building SW 140<sup>th</sup> Avenue

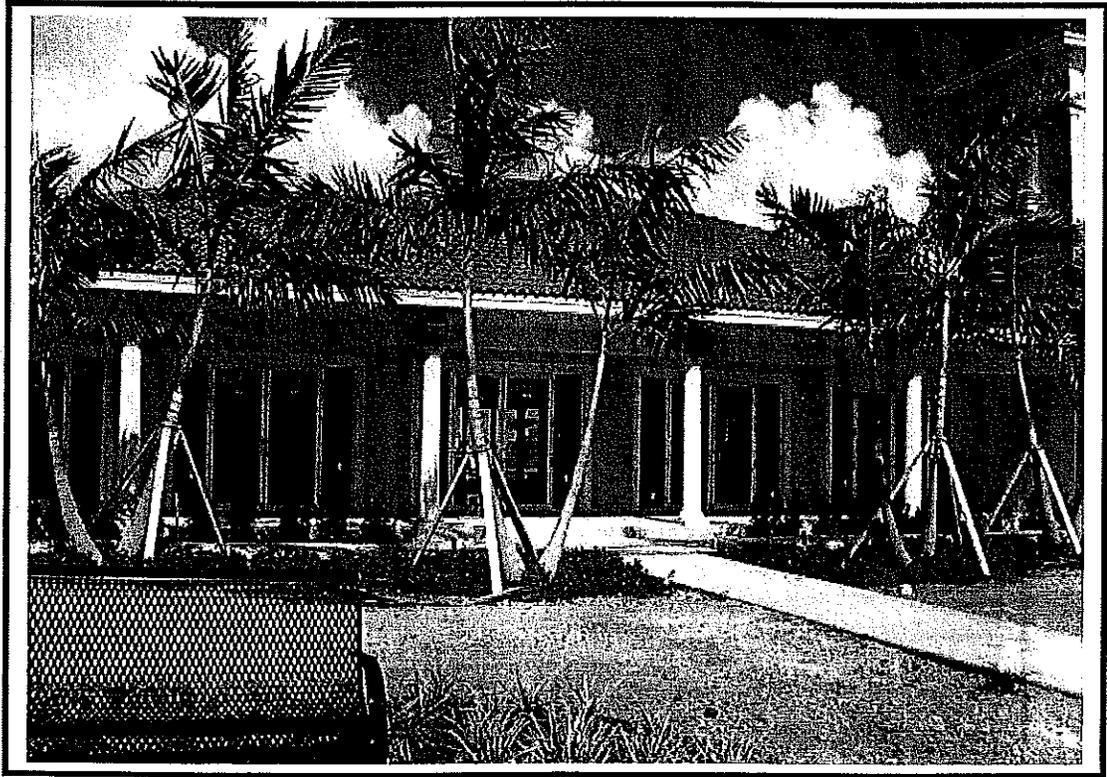


PHOTOGRAPH NO. 6 ■ Civic Building SW 140<sup>th</sup> Avenue



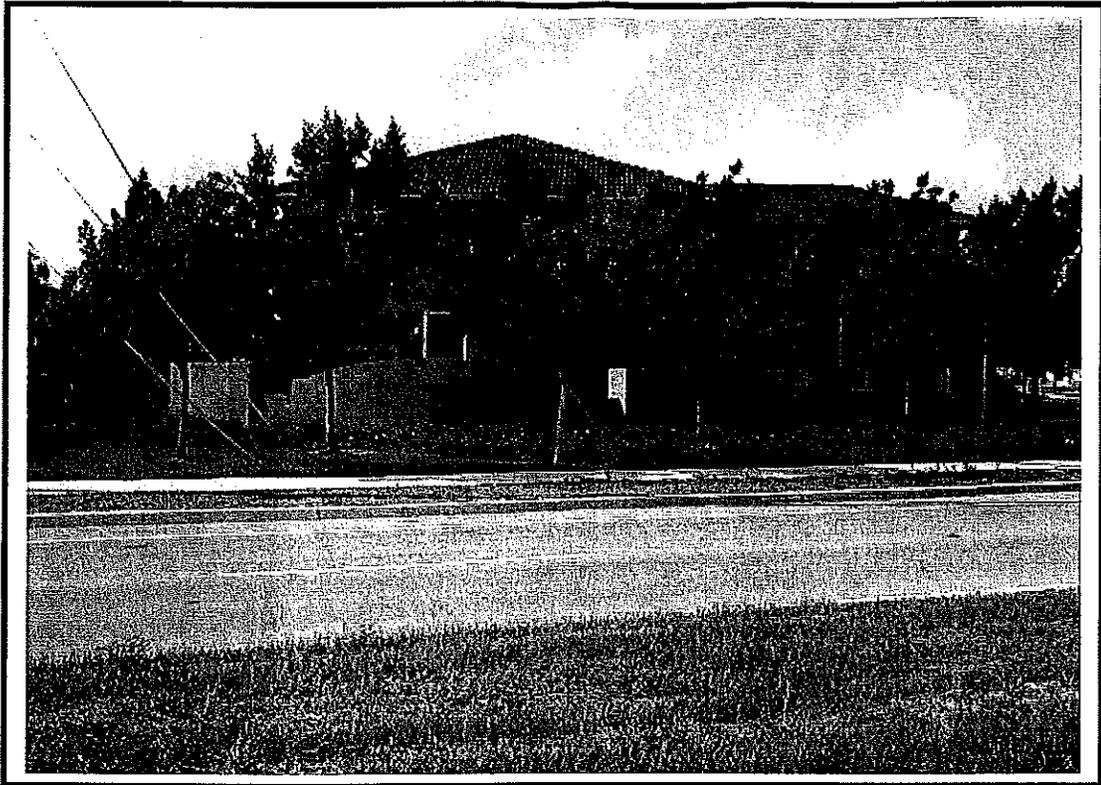


PHOTOGRAPH NO. 7 ■ Civic Building SW 140<sup>th</sup> Avenue

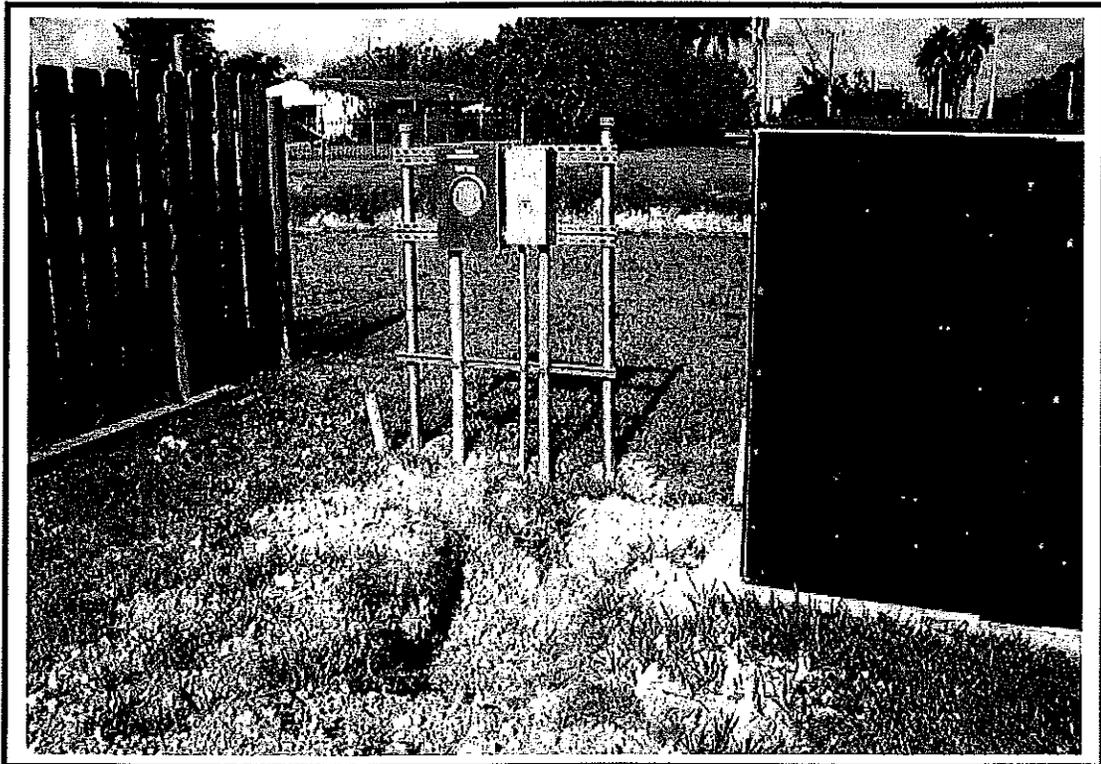


PHOTOGRAPH NO. 8 ■ Civic Building SW 140<sup>th</sup> Avenue





PHOTOGRAPH NO. 9 ■ Entrance Features SW 140<sup>th</sup> Avenue



PHOTOGRAPH NO. 10 ■ Irrigation Pump Station "B" SW 140<sup>th</sup> Avenue



# Naranja Lakes News

A publication of the Naranja Lakes Community Redevelopment Agency

VOLUME 1, ISSUE 1

JUNE 2009

## SPECIAL POINTS OF INTEREST:

- BOARD OF DIRECTORS ADOPTS ACTION PLAN FOR REDEVELOPMENT
- GUIDE TO COUNTY RESOURCES FOR BUSINESSES
- MEET YOUR CRA BOARD MEMBERS
- WHAT IS A CRA?

## Board of Directors Adopts Action Plan

On February 23, 2009 the Naranja Lakes CRA Board approved the Naranja Lakes CRA Action Plan. This plan identifies and prioritizes projects that reflect the goals and objectives of the CRA Plan and supplements the ongoing Mandarin Lakes development to encourage redevelopment of the entire CRA District. Projects address improving the physical, economic, educational and social deficiencies that are found within the Naranja Lakes District.

The Action Plan was created by reviewing existing planning documents, resources, conditions and needs. Over 60 residents and business owners participated in a public CRA Action Plan Workshop held at the Revolution Marketplace.

Needs and service delivery gaps were organized into economic development, housing, infrastructure, environmental and cultural resources and general CRA administration categories.

A series of strategies—both long and short term were developed to address unmet needs within the CRA District. The strategies include funding identification and responsibility for implementation.

Short term projects include community outreach, creating an economic development grant program, conducting a lighting feasibility study, and creating marketing materials to inform residents and businesses about available resources that may help improve the physical and economic vitality of the District.

Long term projects include a Naranja Lakes CRA signage and wayfinding program, creating a financing plan for capital improvements, and implementing a full service economic development program. Long term projects will be undertaken as funding becomes available from the CRA and outside funding agencies.

The Action Plan is not just a planning document—it is a good source of demographic information about the Naranja Lakes District. It contains a market analysis that may be useful to businesses in the District as well.

To read and download it online, visit [www.miamidade.gov/crepad](http://www.miamidade.gov/crepad).

## New Naranja Library Coming Soon!!!

A brand new state-of-the-art 7,500 square foot library facility will be opening soon at 14850 SW 280th Street.

The building construction has been completed and the inside build-out is scheduled to be completed by August. The facility will allow patrons to



enjoy a collection of over 10,000 books, CDs, DVDs, 32 personal computers and 20 laptop computers in a

WiFi environment. Watch out for a grand opening announcement and be among the first to tour this beautiful facility.

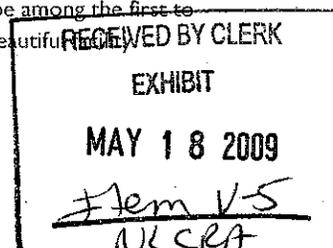
## Upcoming

### CRA

## Meetings

Get involved with your CRA by attending one of the regular monthly meetings held in Room 203 of the South Dade Govt. Center, 10710 SW 211 Ave. Miami, FL at 6 p.m.

June 22  
July 27  
August 24



# Meet Your CRA Board Members



The CRA Board is the link between the community and the realization of redevelopment goals



Miami-Dade County Commission Chairman and District 9 Commissioner  
Dennis C. Moss

## STUART ARCHER

After graduating from the University of Miami, Mr. Archer was commissioned as 2nd Lieutenant in the Air Force and retired as Colonel while serving at the Homestead AFB. He enjoyed a career as a pilot for Pan Am. He has served on the Naranja Lakes Condo Board and has coached youth sports. He is married with four children and ten grandchildren.

## DANIEL LIPE

Mr. Lipe joined Community Bank in 1997, currently serves as Executive Vice President and has been in the banking and investment industry for 18 years. He has served on the boards of the Homestead/Florida City Chamber of Commerce, the South Florida Banking Institute and Open Door Health Care. Mr. Lipe holds an MBA in Finance from the University of Notre Dame.

## KENNETH FORBES

Mr. Forbes was born and raised in Miami Dade County.

He has served on the CRA Board since its inception in 2002. He is a Resource Management Consultant and Community activist. He is married with five grown sons.

## RENE INFANTE

Prior to joining the Naranja Lakes CRA Board when it was formed, Mr. Infante served on the Princeton Naranja CAA Board for many years. In 1988, Mr. Infante founded the Bargain Town Flea Market, which after its post-Andrew relocation, employs 450 and draws over 40,000 visitors a week.

## MOE HAKSSA

Mr. Hakssa has been a South Florida resident since 1979. He opened Lumo Print in Naranja in 1981 and has since expanded his businesses to include Sign City and Lumo Embroidery. He gives back to the community through his work with the Homestead Chapter of Rotary International, the Homestead Reserve Air Force Base and the Home-

stead Speedway. He and his wife of 24 years, Naggy, have two children.

## MARLENE VOLKERT

## KERI-LYN COLEMAN

Ms. Coleman is the newest appointee to the Naranja Lakes CRA Board. She has ten years experience as a Federal grant program administrator, community consultant and local program director. Much of her work has focused on drug prevention programs. As founder of Community Solutions, Ms. Coleman provides organizations with valuable strategic planning and fundraising assistance. Ms. Coleman earned her MSW from the University of Georgia, is a Mandarin Lakes resident and mother of two.

# Commissioner Moss Elected MDBCC Chairman

After serving as District 9 Commissioner since 1993 for five consecutive terms, Commissioner Moss was elected Chairman of the Miami Dade County Commission. In his first 90 days Chairman Moss assessed the challenges facing Miami-Dade County—the housing market crisis, unemployment and job loss, transit funding, falling property values, the financial status of the

County and its capital needs for the future.

Commissioner Moss is proud of implementing The Moss Plan—a community revitalization plan that was created in 1993 in the wake of Hurricane Andrew. The Federal Emergency Management Agency (FEMA) designated \$73 million in funding for The Moss Plan which includes business expansion and development, street

paving and improvements, affordable housing, community centers, recreation facilities, community gateway features, park redevelopment, crime prevention and homebuyer's assistance.

Commissioner Moss has been instrumental in the creation of Team Metro, 311 and the yearly award of over 250 Mom and Pops grants to small businesses in District 9.

# Commissioner Sorenson Hosts Small Business Assistance Workshop



On April 22, Miami Dade Commissioner Katy Sorenson held a Small Business Assistance Workshop at the Dave and Mary Alper Jewish Community Center. Hundreds of business owners attended. The goal was to help many of the small business in South Dade that are struggling during this economic downturn and let them know that there is hope by providing informa-

tion that will give them access to some new tools to help businesses through this difficult time. Speakers from six different resource providing agencies spoke about the mission of their organization, the type of business assistance programs provided and how the new Federal Stimulus Bill has expanded their programs to help businesses survive and expand.

**Miami Dade District 8  
Commissioner  
Katy Sorenson**

To learn more about business assistance programs that may help your business, contact any of the following agencies.

*“Miami Dade County has one of the highest rates of new business start-ups in the country.”*

## U.S. SMALL BUSINESS ADMINISTRATION (SBA)

South Florida District Office  
100 S. Biscayne Blvd.  
7th Floor  
Miami, Florida 33131  
PH: (305) 536-5521 ext. 104  
Fax: (305) 536-5058  
[www.sba.gov/fl/south](http://www.sba.gov/fl/south)

## SMALL BUSINESS DEVELOPMENT CENTER (SBDC)

8500 SW 8th St, Ste 224  
Miami, FL 33301  
PH: 305.261.1638  
Fax 305.264.3567  
[www.floridasbdc.com/](http://www.floridasbdc.com/)

## SOUTH FLORIDA REGIONAL PLANNING COUNCIL (SFRPC)

3440 Hollywood Boulevard  
Suite 140  
Hollywood, FL 33021  
PH: (954) 985-4416  
Fax (954) 985-4417  
Attn: Cheryl Cook  
[www.sfrpc.com/rlf.htm](http://www.sfrpc.com/rlf.htm)

## SCORE MIAMI DADE CHAPTER

[www.scoremiami.org](http://www.scoremiami.org)  
For counseling, please fill out a request on-line.

For information, send an e-mail:  
[admin@scoremiami.org](mailto:admin@scoremiami.org)

## SOUTH FLORIDA WORKFORCE

7300 Corporate Center Drive,  
Suite 500  
Miami, Florida 33126  
PH: (305) 594-7615 Ext. 369  
Fax: (305) 470-5523  
TTY: (305) 470-5529  
[www.southfloridaworkforce.com](http://www.southfloridaworkforce.com)

## ACCION USA Florida

111 SW 5th Ave.  
Miami, FL 33130  
P: (305) 548-3360 or  
(305) 548-3360 Ext 1822  
[www.accionusa.org](http://www.accionusa.org)

## NEIGHBORS AND NEIGHBORS ASSOCIATION (NANA)

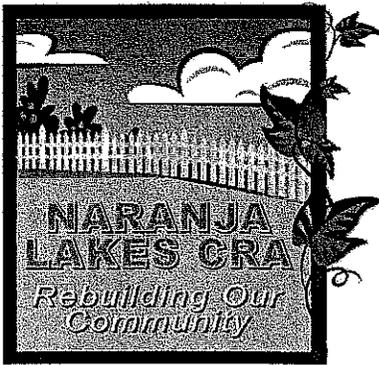
180 NW 62 Street  
Miami, FL 33150  
PH: (305) 756-0605 or  
(305) 756-8998  
Fax: (305) 756-6008  
Attn: Sebrina Johnson  
[nanasjohnson@bellsouth.net](mailto:nanasjohnson@bellsouth.net)

## ECONOMIC DEVELOPMENT COUNCIL

South Miami-Dade, Inc.  
900 Perrine Avenue  
Palmetto Bay, Florida 33157  
305-378-9470 Voice  
305-254-0805 Fax  
[www.pccrc.com/site/default.aspx](http://www.pccrc.com/site/default.aspx)

## MIAMI DADE COUNTY DEPARTMENT OF SMALL BUSINESS DEVELOPMENT

Stephen P. Clark Center  
111 N.W. 1st Street  
19th Floor  
Miami, FL 33128-1900  
PH: 305-375-3111  
[www.miamidade.gov/sba/](http://www.miamidade.gov/sba/)



Stephen P. Clark Center  
111 NW 1st Street, 22nd Floor  
Miami, FL 33128

## What is the Naranja Lakes CRA?

CRA stands for Community Re-development Agency. The Naranja Lakes CRA was created by the Miami-Dade Board of County Commissioners in 2003 to implement community redevelopment activities outlined in Chapter 163, Part III, Florida Statutes ([www.leg.state.fl.us/statutes](http://www.leg.state.fl.us/statutes)). The specific activities of the Naranja Lakes CRA are outlined in the Naranja Lakes CRA Plan and the Naranja Lakes CRA Action Plan ([www.miamidade.gov/crepad](http://www.miamidade.gov/crepad)).

The main focus of the Naranja Lakes CRA is the development of the Mandarin Lakes residential community. The Naranja Lakes CRA is governed by an appointed Board that functions under the jurisdiction of the Miami-Dade County Commission. The CRA is funded by Tax Increment Fi-

nancing—a funding mechanism where rising property values generate additional tax revenue that is reinvested into the Naranja Lakes CRA District. The CRA Board has recently adopted a strategic Action Plan to begin the redevelopment of areas of the Naranja Lakes CRA District that lie outside of Mandarin Lakes.

The Board welcomes community involvement and input. To learn more, attend the next board meeting or visit us online.

A black and white starburst graphic with a white center containing the text: 

Visit the  
Naranja Lakes CRA online at  
[www.miamidade.gov/crepad](http://www.miamidade.gov/crepad)

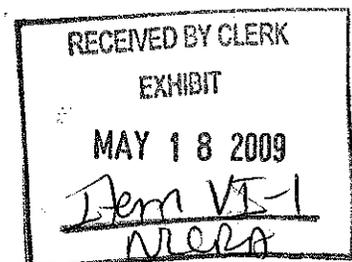
**NARANJA LAKES  
COMMUNITY REDEVELOPMENT AGENCY**

**RFP #2009-01**

**REQUEST FOR PROPOSALS  
FOR  
PROPERTY MANAGEMENT SERVICES  
FOR THE  
NLCRA COMMUNITY CENTER**

**Issue Date: May \_\_, 2009**

**Due Date: June \_\_, 2009**



# NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY

## REQUEST FOR PROPOSALS

RFP #2009-01

### PROPERTY MANAGEMENT SERVICES

FOR THE

### NLCRA COMMUNITY CENTER

#### I. INTRODUCTION

##### A. Objectives

The Naranja Lakes Community Redevelopment Agency (the "CRA") is soliciting Proposals from qualified persons and entities to provide property management services to the CRA in connection with its Community Center located at 27555 SW 140 Avenue, Naranja, Florida. A floor plan and site plan of the Community Center are attached hereto as Exhibit "A" and made a part hereof. The primary responsibilities of the selected Property Manager will be to provide property management services to the CRA for the Community Center including, but not limited to the following:

##### 1. Maintenance and Repairs

- Perform and/or coordinate all interior and exterior maintenance and repairs.
- Perform and/or coordinate all lawn care and grounds keeping.
- Provide all interior and exterior janitorial, cleaning services and trash removal.

##### 2. Accounts Payable

- Coordinate getting bids and issuing and purchase orders for any services not directly provided by Property Manager.
- Paying invoices.

##### 3. Budgeting

- Prepare annual working budget for property.
- Prepare long-term plan for reserves and capital replacements.

4. Reporting and Record Retention

- Attendance at CRA Board meetings and workshops as requested.
- Monthly detail on ledger entries.
- Annual reporting.
- Maintain all historical records and backup of automated systems.

5. Servicing of all Inquires and Complaints.

- Quick response and resolution to all inquires and complaints.
- Keep a detailed record of all communication.

**B. Instructions**

**1. Sealed Responses**

One unbound original and seven (7) bound copies of the response to this RFP should be submitted on or before 5:00 P.M. EDT, on June \_\_, 2009 to:

Jorge Fernandez, Coordinator  
Community Redevelopment & Municipal Services Division  
Office of Strategic Business Management  
Miami-Dade County  
Stephen P. Clark Center  
111 N.W. 1<sup>st</sup> Street, Suite 2210  
Miami, FL 33128  
Phone (305) 375-5143

Responses received after this date and time will not be considered.

The CRA reserves the right to reject any and all responses, to waive any informalities or irregularities in any responses received, to solicit new responses, or take any other such actions that may be deemed to be in the best interest of the CRA.

**2. Response Contents**

Each response should contain a "Statement of Qualifications" and address all pertinent areas as delineated and described below and be specific. Any conditions should be clearly stated. The failure to disclose substantive terms, conditions and covenants may be considered cause for the response to be rejected by the CRA.

Responses should contain, but not be limited to the following considerations:

- a. Experience and qualification to serve as a Property Manager in general as well as the following specific matters: (i) years of experience providing the requested types of services (CRA prefers at least 10 years of experience); (ii) prior experience and successes regarding the provision of property management services; and (iii) any related substantive experience.
- b. A list of community redevelopment agencies and similar county and/or local governments and agencies for which you previously or currently provide property management services or other pertinent clients.
- c. Availability to perform the services on a timely basis.
  - Frequency of contact with client.
  - Availability to respond to questions within the scope of the engagement.
- d. If the respondent intends to utilize additional staff, please provide staff stability history including assurances regarding the assignment of your permanent personnel to the engagement.
- e. Proof of authorization pursuant to State and local law to provide property management services of the requested nature including submission of copies of all pertinent State and County issued licenses including occupational licenses.
- f. Proof of general liability insurance with coverage of not less than \$1,000,000 showing the County and NLCRA as additional insureds.

### **3. Questions, Additional Information**

Respondents, their agents and/or associates shall refrain from contacting or soliciting, directly or indirectly, any member of the CRA Board, the CRA Attorney, County Attorneys and/or the employees of the CRA and/or the County regarding the RFQ during the selection process, which process begins on the issue date and terminates following the approval of the agreement by the CRA Board. Failure to comply with this provision may result in disqualification of the respondent. All requests for clarifications or additional information must be made in writing and directed to:

Jorge Fernandez, Coordinator  
Community Redevelopment & Municipal Services Division  
Office of Strategic Business Management  
Miami-Dade County  
Stephen P. Clark Center  
111 N.W. 1<sup>st</sup> Street, Suite 2210  
Miami, FL 33128  
Phone (305) 375-5143  
Fax (305) 375-1569  
[jjorge@miamidade.gov](mailto:jjorge@miamidade.gov)

All such requests and CRA responses will be made available to all potential respondents.

### **C. Background Information**

In order to stimulate the redevelopment of the Naranja Lakes area after the destruction of Hurricane Andrew, and pursuant to the Community Redevelopment Act of 1969, Part III of Chapter 163, Florida Statutes, the Board of County Commissioners adopted the following: (a) Resolution No. 847-98 dated July 21, 1998 determining blight, as defined in Section 163.340 Florida Statutes, within the Redevelopment Area; (b) Ordinance No. 02-216 dated October 22, 2002 creating the CRA and appointing the members of the CRA Board; (c) Resolution No. R-418-03 dated May 6, 2003 approving the Redevelopment Plan; and (d) Ordinance No. 03-106 dated May 6, 2003 establishing a redevelopment trust fund pursuant to Section 163.387 Florida Statutes, for deposit of tax increment revenues generated from the Redevelopment Area.

The Redevelopment Plan contains, among other things, a Master Plan of Improvements that provides for the CRA to construct or cause the construction of certain roadway, streetscape, plaza, common use buildings and infrastructure improvements (the "CRA Project") within the Primary Redevelopment Project commonly known as Mandarin Lakes (the "Project"). Generally, the CRA Project is a capital intensive project that will provide a portion of the infrastructure which will support the development of portions of the property and the delivery of single family homes and town homes to the ultimate end users. The Community Center is an element of the CRA Project located within the Project to be utilized on a community wide basis by the CRA.

## **II. EVALUATION OF RESPONSES - CRITERIA**

### **A. Evaluation and Award**

A presubmittal meeting will be held at the Community Center on May \_\_\_\_\_, 2009. Attendance at the presubmittal meeting is not mandatory but all potential respondents are encouraged to attend. Individual site visits will not be available. Accordingly, the only opportunity for potential respondents to visit the Community Center will be at the presubmittal meeting.

Responses will be evaluated on the basis of the scoring of the responses as to technical merit based on responsiveness to the requested services and engagement requirements as outlined in this RFP. A response may receive the maximum points (100 points) or a portion of this score depending on the merit of the submission, as judged by the Selection Committee in accordance with the following first-tier selection criteria:

1. Statement of Qualifications of respondent including all enumerated criteria (50 pts)
2. Knowledge and similar past and current experience (20 pts)
3. Local person or entity preference (20 pts)
4. Amount of services provided to the County and/or other community redevelopment agencies or municipalities / CRAs (5 pts)
5. Ability to interface with the CRA / County (5 pts)

At the conclusion of the first-tier selection, a minimum of three (3) (or less if less than three [3] responses are submitted) of the highest ranked respondents will be short-listed, or by a majority vote, the Selection Committee may determine the maximum number of firms to advance to the second-tier selection (oral presentations). Alternatively, the Selection Committee may waive the second-tier selection process by a majority vote and make a final recommendation to the CRA Board, that a contract be negotiated with the highest ranked responsive and responsible response, based on the first-tier criteria only.

If the Selection Committee chooses to proceed to the second-tier, the Selection Committee shall evaluate the short-listed responses based on the following second-tier criteria:

1. Statement of Qualifications (60 pts)
2. Local person or entity preference (30 pts)
3. Overall ability to provide required services (10 pts)

The respondents will be ranked based on the highest to lowest overall score. The CRA will begin negotiations with the highest ranked respondent and reserves the right to negotiate with other respondents should those negotiations not be successful.

## **B. Response Format**

In order to assist the CRA in reviewing the responses, each response should include the following information:

1. Legal name of the respondent (include address, telephone, facsimile number, and e-mail address).
2. A technical submission that addresses and describes the proposer's plan to provide the services and meet the requirements as delineated in section B.2 of this RFP.
3. Provide a listing of all conditions, covenants, terms or restrictions, other than those specified in this RFP, which would be included in your commitment to provide the services requested in this RFP.

### **III. INSTRUCTIONS TO RESPONDENTS**

- A. Respondents shall thoroughly examine and be familiar with this RFP. Failure of any respondent to receive or examine this document shall in no way relieve any respondent of obligations pertaining to this RFP or the subsequent contract.
- B. Any modifications from the stated terms and conditions can result in the rejection of the response as not being responsive to this RFP.
- C. Delivering the response to the CRA on or before the specified date and time will be solely and strictly the responsibility of the respondent. The CRA will in no way be responsible for delays caused by the United States Postal Service, or other courier services, or a delay caused by any other occurrence. Offers by telephone or fax will not be accepted.
- D. The response deadline shall be strictly observed. Under no circumstances will a response delivered after the time specified be considered. Such responses to this RFP will be returned to the Respondent unopened.
- E. Respondents will not be allowed to withdraw or modify their response.
- F. The CRA reserves the right to reject the response of any respondent who has previously failed in the proper performance of a contract or to deliver on time other contracts similar in nature, or who in the opinion of the CRA, is not in the position to perform properly.
- G. Federal, state, county and local laws, ordinances, rules and regulations that in any manner affect the items covered herein apply. Lack of knowledge by the Respondent will in no way be a cause for relief from responsibility.
- H. No successful respondent may assign any portion of the contractual agreement between the parties without prior written authorization by the CRA, which authorization may be withheld by the CRA in its sole discretion.
- I. Changes to the RFP may be made by and at the sole discretion of the CRA.
- J. Warranties - The respondent, in submission of its response, warrants to the CRA that it will comply with all applicable federal, state and local laws, regulations and orders in providing the services under the proposed documents.
- K. No price proposals are to be submitted with this RFP. Any proposal that contains a price proposal of any nature shall be deemed unresponsive and rejected by the CRA.

**IV. TENTATIVE SCHEDULE**

The CRA will attempt to adhere to the following schedule:

May __, 2009	RFP Issued
May __, 2009 (10:30 – 12:30)	Presubmittal meeting at the Community Center
June __, 2009	Written responses due prior to 5:00 p.m. (EST)
TBD	Determination of Respondent Rankings and Negotiation of Agreement
TBD	Approval by CRA Board of Agreement

The CRA reserves the right to alter scheduled dates if necessary.

**V. OTHER INFORMATION**

- A. The CRA reserves the right to accept or reject any and all responses, to waive any irregularities or informalities in any response or in the RFP process, and to accept or reject any items or combination of items. The award will be to the institution whose response complies with all of the requirements set forth in this RFP and whose response, in the sole opinion of the CRA, is best taking into consideration all aspects of the Respondent's response.
- B. In the event that the successful respondent does not execute a contract within a time frame acceptable to the CRA, the CRA may give notice of intent to negotiate with the next most qualified respondent or to solicit new responses and may proceed to act accordingly.
- C. The County is the entity responsible for making payments on behalf of the CRA. Accordingly, the successful respondent shall comply with all County "vendor" requirements as well as other County related ordinances and requirements relative to receiving payment from the County on behalf of the CRA.

## MEMORANDUM OF UNDERSTANDING

**THIS MEMORANDUM OF UNDERSTANDING** (this "MOU") is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2009, by and between the **MIAMI-DADE POLICE DEPARTMENT** ("MDPD") and the **NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY**, a public body corporate and politic ("NLCRA").

### RECITALS

1. The NLCRA is the owner of certain improved real property located at 27555 SW 140 Avenue, Miami, Florida commonly know as the Officer Jose Somohano Community Center (hereinafter the "Community Center").

2. MDPD desires to use a portion of the Community Center as a police work station, and the NLCRA desires to allow the MDPD to use a portion of the Community Center for such purposes, all subject to and upon the terms and conditions set forth in this MOU.

**NOW, THEREFORE**, in respect of the mutual promises contained herein, the MDPD and the NLCRA agree as follows:

- TERMS AND AGREEMENT:** NLCRA hereby grants MDPD a non-exclusive license to use and occupy a portion of the Community Center as shown as the cross hatched area on Exhibit "A" attached hereto and by this reference made a part hereof for use as a police work station (the "Work Station") along with the non-exclusive right of ingress and egress to the Work Station and the use of other portions of the Community Center such as the restrooms in connection therewith. The license granted by the NLCRA to MDPD herein is without rent, charge or cost of any kind whatsoever and is in consideration of the good will and police presence which is generated by the use and occupancy of the Work Station by MDPD. MDPD is not responsible for paying for the general operating utilities or routine maintenance of the Community Center or the Work Station, but shall be responsible for any extraordinary utilities or maintenances required or necessitated by its operations. MDPD is responsible to provide all of its own equipment necessary for its use of the Work Station. MDPD is under no obligation to staff the Work Station twenty four (24) hours a day. The Work Station is not a full service police station, but merely a location utilized by officers to write police reports and make phone calls.
- ASSIGNMENTS:** Neither party may assign this MOU.
- LAWS, REGULATIONS, AND PERMITS:** Each party shall comply with all applicable statutes, ordinances, rules, orders, regulations, and requirements of the federal, state, and county governments.
- RIGHT OF ENTRY:** MDPD acknowledges that the NLCRA shall be installing a security system for the Community Center. Pursuant to the license granted in Section 1 above, MDPD and its officers shall have the right to enter the Community Center at all hours to use the Work Station provided that MDPD and its officers comply with the security protocols

EXHIBIT

MAY 18 2009

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NLCRA

established by the NLCRA for the Community Center. MDPD shall use the Work Station in such a manner as to not unreasonably disturb the use of the Community Center by the NLCRA and its occupants, guests and invitees thereof.

5. **SIGNS:** The words "Miami-Dade Police Department Community Work Station" and the Department shield will be placed on the Community Center in a location mutually agreed to by the parties. This will be the only signage indicating the presence of the Miami-Dade Police Department.
6. **LIABILITY:** To the extent permitted by law and as limited by Section 768.28, Florida Statutes, each party shall assume the liability arising from acts taken by its personnel pursuant to this Agreement. In no event shall a party be liable for acts, omissions, or conduct of the officers, employees or agents of the other participating party of this Agreement. Without limiting the foregoing, MDPD shall be responsible and pay for upon demand by the NLCRA the cost to repair any damage caused to the Community Center arising from, in connection with or related to the use and occupancy of the Community Center and Work Station by MDPD and its officers, employees, agents, guests and invitees.
7. **EFFECTIVE AND TERMINATION DATE:** This MOU becomes effective upon the signature by both parties, and will remain in force until September 30, 2012, unless extended or terminated sooner as provided herein. This MOU can be extended for a longer period of time upon the mutual agreement of both parties; however, such agreement shall be in writing and signed by both parties. The MOU can also be terminated by either party, with or without cause, by giving thirty (30) days written notice to the other party.
8. **MISCELLANEOUS:**

8.1. **Headings; Recitals.** The headings of the sections of this MOU are for convenience only and do not affect meanings of any provisions hereof. The recitals set forth above are true and correct and incorporated herein by this reference.

8.2. **Amendment.** The terms, covenants, conditions and provisions of this MOU cannot be altered, changed, modified or added to, except in writing signed by the MDPD and the NLCRA and approved by the NLCRA Board.

8.3. **Third Party Beneficiaries.** Neither of the parties intends to directly nor substantially benefit any third party by this MOU. Therefore, the parties agree that there are no third party beneficiaries to this MOU and that no third party shall be entitled to assert a claim against either of them based upon this MOU.

8.4. **Waiver.** No express or implied consent or waiver by a party to or of any breach or default by the other party in the performance by such other party of its obligations under this MOU will be deemed or construed to be a consent or waiver to or of any other breach or default in the performance by such other party of the same or any other obligations of such other party hereunder. Failure by a party to complain of any act or failure to act of the other party or to declare the other party in default, irrespective of how long such failure continues will not constitute a waiver by such party of its rights hereunder. The giving of consent by a

party in any one instance will not limit or waive the necessity to obtain such party's consent in any future instance.

8.5. Notice. Whenever any party desires or is required by this MOU to give notice to the other party, it must be in writing and given by hand, sent by certified mail, with return receipt requested, or sent by a recognized overnight courier (e.g., Federal Express) addressed to the party for whom it is intended, at the address specified for notice by the parties from time to time. Notice may also be given by electronic means (e.g., facsimile or email) provided such is followed up with a hard copy by one of the methods in the previous sentence.

8.6. Entire Agreement. No statements, representations, warranties, either written or oral, from whatever source arising, except as expressly stated in this MOU, shall have any legal validity between the parties or be binding upon any of them. The parties acknowledge that this MOU contains the entire understanding and agreement of the parties with respect to the subject matter hereof.

8.7. Force Majeure. In the event of an unanticipated or uncontrollable act of nature, e.g., floods, hurricanes, fires, etc., or a casualty to the Community Center, the MDPD acknowledges and agrees that it may not be able to access the Community Center and Work Station.

8.8. No Tenancy. This MOU and the rights granted hereunder are a license and do not create any type of tenancy in favor of MDPD.

[THE REST OF THIS PAGE LEFT INTENTIONALLY BLANK]

IN WITNESS WHEREOF, the subscribing officials are authorized to acknowledge and execute this Memorandum of Understanding on behalf of their agency.

**MIAMI-DADE POLICE DEPARTMENT**

By: \_\_\_\_\_  
Robert Parker, Director Date \_\_\_\_\_  
Miami-Dade Police Department

**NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY**

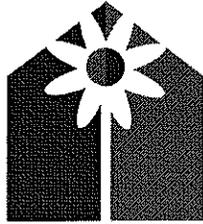
By: \_\_\_\_\_  
Ken Forbes, Chairperson Date \_\_\_\_\_

Attest:

By: \_\_\_\_\_  
Clerk

Approved as to form and legal sufficiency:

By: \_\_\_\_\_  
Gray Robinson, P.A.  
NLCRA Attorney



## The Holistic Planning Group

Rachel Bach, AICP – President      Kristin Mory - Vice President  
2630 NE 18<sup>th</sup> Terrace  
Lighthouse Point, FL 33064

FROM:            Rachel Bach, AICP  
TO:                Naranja Lakes CRA Board of Directors  
SUBJECT:        May Staff Report  
DATE:            May 15, 2009

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### GRANT PROGRAM

Staff is working with several business owners that have expressed an interest in applying for economic development grant funds. Miami-Dade County has officially rescinded the Naranja Lakes allotment of \$70,000 in CDBG funds earmarked for economic development grants. Staff is now moving forward with taking applications for the \$15,900 that is in the CRA budget for economic development grants. Technical assistance is being provided to ensure that applications are properly completed and that funds are being requested that are consistent with program goals of job creation and economic development of the District.

### NEWSLETTER

Staff sent out an invitation for newsletter ideas to members of the Board, County Staff, Miami-Dade County Commissioners and various CRA stakeholders. Many good ideas were submitted. However, due to the space constraints of the newsletter, only a few ideas were included in the first edition. The newsletter is on track for mailing on June 15, 2009 and a draft is attached for your review.

