



**MIAMI-DADE COUNTY
FINAL OFFICIAL MINUTES
Naranja Lakes Community Redevelopment
Agency (NLCRA)**

South Dade Government Center
Room 203
10710 S.W. 211 Street
Miami, Florida

July 27, 2009
As Advertised

Harvey Ruvin, Clerk
Board of County Commissioners

Diane Collins, Acting Division Chief
Clerk of the Board Division

Jill Thornton, Commission Reporter
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**CLERK'S SUMMARY AND OFFICIAL MINUTES
NARANJA LAKES
COMMUNITY REDEVELOPMENT AGENCY (CRA)
JULY 27, 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 July 27, 2009; there being present upon roll call: Interim Chairperson Kenneth Forbes, Mr. Rene Infante, Mr. Daniel Lipe, Mr. Moe Hakssa, Mr. Stuart Archer and Ms. Kery-Lyn Coleman (Ms. Marlene Volkert was absent); staff members present were: Mr. Jorge Fernandez, Office of Strategic Business Management (OSBM) Coordinator; Mr. Jason Rodriguez, CRA Analyst, OSBM; and Deputy Clerk Jill Thornton.

I. Meeting Call to Order and Roll Call

Interim Chairperson Forbes called the CRA meeting to order at 6:02 p.m.

Upon roll call, and a quorum being present, the Board proceeded to consider tonight's agenda.

**II. Approval of the Minutes
June 22, 2009 Regular Meeting**

It was moved by Mr. Archer that the minutes of the June 22, 2009 CRA meeting be approved. This motion was seconded by Mr. Hakssa, and upon being put to a vote, passed unanimously by those members present.

III. Approval of Agenda

Mr. Forbes reminded CRA members of time-certain items and several discussion items listed on tonight's agenda. He asked that the discussions be limited to a few comments or questions, and that those items requiring much input be sent to the appropriate subcommittee for further discussion.

It was moved by Mr. Archer that the agenda for tonight's meeting be approved. This motion was seconded by Mr. Lipe, and upon being put to a vote, passed unanimously by those members present.

Mr. Rodriguez advised the CRA Board that he spoke with Ms. Volkert, who stated she had expected to attend tonight's (07/27) meeting, but regretfully could not attend due to a family emergency.

IV. Open Forum for Public Comments

Ms. Marjorie Lopez, 20901 SW 127th Court, appeared before the CRA and noted she was the Principal of School for Integrated Academics and Technologies (SIATech), a charter high school and drop-out recovery program in partnership with the Homestead Job Corp Center and the

Miami Job Corp Center. She also noted she was looking for opportunities to expand this program into the South Dade area to reach out to at-risk high school students, as well as middle school and elementary students who might be considered at-risk. She asked for assistance from the CRA in finding facilities available for lease or land zoned for charter school operations in the Naranja Lakes and South Dade areas. Ms. Lopez further noted she had received information about a property at SW 288th St and U.S. 1 in a strip mall that might be available and she would be looking at properties in the Homestead area tomorrow (07/28).

Mr. Archer noted the South Dade Skills Centers and the new Naranja Lakes Library were facilities within the CRA District that could be utilized for this program if rooms were available. He asked how this program was funded.

Ms. Lopez noted SIATech was funded by charter school grants through the federal government and with startup funds provided by the State. She noted funds were received based on enrollment. She also noted other incentives existed, and federal grants for alternative programs were available.

In response to questions by Ms. Marie Levrant, Commission District 8 Coordinator, regarding the desired square footage sought and whether this school had obtained any build-out funds, Ms. Lopez noted she was looking for a facility of 6,000 square feet in size at minimum, and she had submitted an application to the County for approval of build-out funds for a new startup charter middle school. She noted a 15-year renewal contract was already approved for the existing charter high school.

Mr. Infante suggested Ms. Lopez speak with members of the Miami-Dade County School Board, which had jurisdiction over the South Dade Skills Center, and noted he would assist her, if needed.

Mr. Leonard (Len) Anthony, 14820 Naranja Lakes Blvd, Apt PH, Naranja, appeared before the CRA and expressed appreciation to the Board for considering his comments expressed at the last CRA meeting. He reiterated other concerns which he had expressed at past CRA meetings regarding a lack of meaningful progress in redeveloping the Naranja area since Hurricane Andrew devastated it seventeen years ago; and regarding no real efforts being made to re-establish community activities. He said he believed the CRA had not fulfilled its role in terms of redevelopment, and had oriented its efforts towards only one private development, the Mandarin Lakes project, which he felt was inappropriate. Mr. Anthony further noted he had not seen or heard much in the way of new projects, other than one newsletter and the construction of the community center, which he hoped would facilitate future CRA meetings.

Regarding housing initiatives for assisting the homeless, Mr. Anthony noted he was hopeful the CRA would not take up the issue of housing those individuals currently living under the Venetian Isles Causeway Bridge because he believed doing so would negatively impact the community and future police reports. Mr. Anthony also noted he felt the community policing should be oriented toward the entire CRA District, not just Mandarin Lakes. He expressed concern with commercial establishments within the CRA District closing due to the current economy while County Commissioners had access to funds that could be used for several small

projects in this community. Mr. Anthony said he spent many personal hours supporting the designation of the CRA as a slum and blighted area in need of redevelopment, and was disturbed to see so little progress. He apologized for sounding so negative, but wanted the CRA to know his personal feelings.

Mr. Forbes expressed appreciation to Mr. Anthony for expressing his feelings and noted sometimes negative comments brought about positive actions.

Mr. Archer noted for the record some accomplishments by the CRA, which included resolving several issues with the Heritage Village Project; initiating a park program at SW 288th Street; nurturing the development of the Mandarin Lakes project; establishing a commercial grants program; developing a community center; and ensuring great police protection and additional police services were provided in the area. Mr. Archer pointed out the CRA's struggle in dealing with the County concerning the Heritage Village Project. He noted he agreed that some projects had progressed slowly, but felt that progress had been made, and he was proud of the CRA's accomplishments.

V. Old Business

Community Policing

Sergeant Ozzie Hernandez, Miami-Dade Police Department (MDPD), Cutler Ridge District, noted MDPD requested a study on speed limit signs posted along SW 140th Avenue between SW 272nd St and 280th St, which revealed the speed limits posted in the area had ranged from 30 to 40 miles per hour (mph), which confused the drivers. He noted the Public Works Department (PWD) agreed this was a problem, and removed all of the 40 mph speed limit signs so that a 30 mph speed limit remained consistently on that roadway. Additionally, Sergeant Hernandez noted he received a complaint from a gentleman who resided in Mandarin Lakes regarding kids jumping off a bridge under construction at SW 276th St and 143rd Court, and an alligator residing in the lake under the bridge. He noted that the gentleman asked if the bridge belonged to Mandarin Lakes or Miami-Dade County, and that the gentleman suggested a sign be posted to warn of the dangers of diving off this bridge. Regarding the Memorandum of Understanding (MOU) for a police workstation at the Community Center, Sergeant Hernandez noted MDPD obtained some furniture from another office and was prepared to move into this facility as soon as it was completed.

Ms. Coleman expressed appreciation to Sergeant Hernandez for addressing the speed limit issue in Mandarin Lakes. She noted that no speed limit signs had been posted in the residential section of this community and people were speeding through the area. She said she understood this area had a mix of private and public roads, but the problem needed to be addressed, as well as the bridge issue. She said she agreed that a warning sign should be posted near the bridge. Ms. Coleman asked if MDPD had developed a timeline for tracking the progress of policing activities and crime reduction in the CRA District.

Sergeant Hernandez noted at the end of the year he would provide the CRA with an annual report on crime statistics, community policing activities, and arrests made in the CRA District.

Mr. Fernandez advised Ms. Coleman that staff could provide her with a copy of last year's annual report on community policing activities, and staff would work with PWD to address the bridge and speed limit issues. He stated he believed the County owned the subject bridge.

Mr. Archer noted the County should be responsible for posting a No Trespassing sign at that bridge in order to give MDPD the authority to enforce it.

Update on General Old Business

1. Mandarin Lakes Sales/Closing Report

The CRA Board accepted the foregoing report as submitted.

2. Infrastructure Construction

Mr. Ignacio Serralta, CRA Construction Consultant, advised that he submitted some pictures of the Civic Building with the foregoing report for the benefit of those CRA members who could not participate in the inspection of the building. He also advised that a second walk-through inspection of the building was conducted to review its punch list, and all major items were found to be completed, with only a few minor items remaining incomplete. Mr. Serralta noted one issue that needed resolving was the pooling of water in front of doors on the porch entrances. He noted the contractor grinded down the concrete slabs in an attempt to resolve this matter, but the outcome was found to be unacceptable after being inspected. Mr. Serralta further noted that the contractor suggested tiling the porch entrances to fix this problem and give the area in front of the doors a nicer appearance. Additionally, he noted all landscaping had been installed, and D.R. Horton had completed the construction of the perimeter sidewalks. Mr. Serralta said he anticipated the punch list to be signed-off once the minor items were resolved, and the Civic Building to be completed by the next CRA meeting.

Mr. Hakssa agreed that the concrete porch areas looked unfinished and should be tiled. He asked about the issue regarding the railings next to the columns.

Mr. Serralta noted that issue was resolved by the contractor welding a piece of four-inch metal plate to the railings. He noted the issue with tiling the porch areas was the question of who would pay for it.

Hearing no further comments or questions, the CRA Board accepted the foregoing report as submitted.

3. Mandarin Lakes Developer Update

Mr. Alex DeGuardiola, representing Naranja Lakes Construction, LLC, noted the construction of the Civic Building was nearly complete. He also noted the contractor was in the process of raising the concrete slabs to correct the issue of water pooling on the porch areas and proposed to install non-slip tiles to rectify this problem.

Hearing no further comments or questions, the CRA Board accepted the foregoing report as submitted.

Mr. Bob Luger, representing Spray Pro Lawn and Pest Control, appeared before the CRA. He noted his company maintained the landscaping of Mandarin Lakes and would like to be considered for the bid of Management Services of the Community Center Building (Civic Building).

Mr. Forbes advised Mr. Luger that this issue would be addressed later in tonight's agenda under the agenda item "New Business."

VI. New Business

1. Recommendations for Commercial Grants and CDBG FY 2009-10 funding

Ms. Kristin Mory, Vice-President, The Holistic Planning Group, and assistant to Ms. Rachel Bach, Economic Development Coordinator for the CRA, noted the Grants Review Subcommittee met on July 13th, 2009 to evaluate applications received for funding assistance from the NLCRA's Commercial Grant Program. She noted eighteen (18) applications were received, three of which were disqualified for not meeting the basic eligibility criteria. She also noted the subcommittee reviewed, scored and ranked the fifteen (15) qualifying applications, and based on those rankings, recommended four of the applicants be awarded funding as follows:

1. **PZP Investments-** \$4,000 as a direct grant to pay for interior improvements related to the build out of a day care center.
2. **TC Barbershop-** \$4,000 as a direct grant to pay for interior renovations to tenant space.
3. **Worldwide Sensations-** \$4,000 in the form of a loan to pay for business related inventory.
4. **GGs Bags and Shoes-** \$3,000 in the form of a loan to pay for business related inventory.

Ms. Mory noted the subcommittee recommended a mix of grants and loans be awarded, with the grants supporting those businesses that were clearly making long-term improvements in capital or durable goods, and the loans supporting two businesses in need of assistance to fund inventory type items and operations and to establish lines of credit. She noted the loans were considered a subsidy instead of a direct grant.

In response to Mr. Hakssa's question regarding whether all businesses located within the CRA District had been informed of this program, Ms. Mory noted that during the course of her door-to-door visits with local businesses, she discussed the business grants program and advertised it in the CRA's newsletter, which was sent to every property within the CRA District.

Mr. Lipe noted he participated in the Subcommittee's review process, but did not recall a discussion regarding loans.

Mr. Steven Zelkowitz, Legal Counsel for the CRA, noted the loan issue surfaced when the subcommittee completed the application review process and asked him to review their recommendations. He explained that a grants program under the CRA's Redevelopment Plan would not permit certain economic incentives such as funding of inventory, but would allow for funding of capital, facade, and preferably exterior improvements such as painting and parking lot construction that improved the aesthetics of the properties. He noted a Start-up Business Loan program under the Redevelopment Plan would provide for startup capital and inventory items. He also noted a matching fund was required of the applicant under a grants program. Mr. Zelkowitz further noted that after reviewing the subcommittee recommendations, he provided its members with a legal opinion and recommended those applicants wanting an inventory grant be funded in the form of a loan rather than a grant.

In response to Mr. Lipe's questions regarding loan terms; if the terms had been determined and who would be responsible for monitoring them, Mr. Zelkowitz noted the criteria concerning loan terms or payments was not delineated in the Redevelopment Plan, and the CRA would need to develop criteria as part of a loan program. He also noted the CRA had not created a loan program but was authorized under Section I(i) of the Redevelopment Plan to provide for the creation of a loan pool and program that would assist qualified new and expanding businesses located in a redevelopment area with startup costs and with capital needs.

In response to Mr. Forbes' question regarding whether the CRA could establish a forgivable loan program to forgive loans if certain criteria were met, Mr. Zelkowitz noted the Redevelopment Plan did not address forgivable loans, but only addressed a pool of loans that were generally paid back so that other businesses could be funded. He noted the CRA already had a separate grants program to fund capital and facade improvements. He pointed out the County's programs and requirements for spending funds were different from the CRA's programs and requirements for spending Tax Increment Financing (TIF) funds governed by State statutes. Mr. Zelkowitz advised that the CRA could create a forgivable loan program if desired, but would need to amend its Redevelopment Plan to reflect such a program.

It was moved by Mr. Archer that the CRA approve the recommendations of the Grants Review Subcommittee and authorize Ms. Rachel Bach, EDC, to proceed with awarding the funds within the legal guidelines presented. This motion was seconded by Mr. Infante, followed by discussion.

Mr. Infante noted before he considered supporting this motion, he would like more information on the loan terms, interest rates, and how the CRA would reinvest the reimbursed funds.

Mr. Zelkowitz noted other CRAs had similar types of loan programs which created a loan pool. He noted the CRA Board could proceed with the loan aspect of the recommendations as long as the Board stayed within the parameters generally accepted by other CRAs that had similar types of business loans. He suggested, for the future, the CRA develop some guidelines for a loan program.

Mr. Forbes requested that Mr. Zelkowitz explore whether a forgivable loan program could be established, to which Mr. Zelkowitz responded that he would gladly discuss this request with the appropriate parties, but his opinion was that loans in a loan pool had to be paid back.

Mr. Hakssa asked why more businesses in the Naranja Lakes areas that were in need of capital or facade improvements did not apply for funding from the commercial grants program. He said he felt this program should be limited to grants only, and separate from a loan program.

Mr. Forbes noted the CRA's Legal Counsel provided a legal opinion that two of the four businesses recommended for award would not qualify for a grant under the Redevelopment Plan and those entities would need to accept a loan; otherwise, only the two businesses that qualified for a grant would be awarded funding.

Mr. Infante asked how many businesses within the CRA District were visited and informed of the grants program, to which Ms. Morey responded that she visited more than 75 businesses.

Following discussion, the CRA proceeded to vote on the foregoing motion, and upon being put to a vote, passed 5-1 (Mr. Hakssa voted No).

Ms. Rachel Bach, CRA's Economic Development Coordinator, provided a synopsis of her research on Community Development Block Grant (CDBG) funds available to the CRA in the CDBG Fiscal Year (FY) 2009-10 funding cycle. She noted she discussed with the Office of Community Economic Development (OCED) the \$70,000 recaptured funds that were allocated to the CRA in the last funding cycle, but OCED advised that the funds available to the CRAs in this fiscal year were for direct loans to businesses or for management of micro loan programs. She noted OCED recommended the CRA not apply for Economic Development funds because the CRA had no history in applying for funds under this category. She noted, if the CRA created a loan program, it could establish some history to seek micro loans in the future.

Regarding other categories of CDBG FY 2009-10 Funding Cycle applications, Ms. Bach noted the CRA was not in a position to apply for Capital Improvement funds because it needed to be able to invest some monies in soft costs, such as design, before applying. Ms. Bach also noted the CRA lacked capacity to apply for funding under the CDBG Housing Application category so she reached out to see if the Naranja-Princeton Community Development Corporation (CDC) would include the NLCRA District in its area of service. She noted the CDC's Executive Director was amenable to this suggestion and would submit a CDBG application to the County to do so. She also noted a potential joint venture for a 46 unit, multi-family project to be built on the west side of Dixie Highway and SW 270th St would be included in the CDC application. She further noted the discussions with the CDC included identifying foreclosed properties within the CRA District that the CDC could acquire and rehabilitate using HUD Neighborhood Stabilization funds specifically designated for acquisition of foreclosed properties. Ms. Bach noted she submitted a proposed MOU between the NLCRA and the OCED in tonight's agenda packet for approval, along with a brief summation of the proposed services to track down the foreclosed properties and the appropriate bank representatives to negotiate the purchase of those properties for redevelopment. Ms. Bach also noted she was seeking the CRA's support of the

Naranja-Princeton CDC application for CDBG FY 2009-10 funds with a letter of support signed by the Chairperson to that affect.

It was moved by Mr. Archer that Ms. Kery-Lynn Coleman be appointed as Chairperson of the Grants Review subcommittee to work directly with Ms. Bach to facilitate the CRA's efforts. Mr. Infante seconded the motion, and suggested Ms. Coleman work with Ms. Bach to seek other grants nationwide.

Ms. Bach advised that she was tracking all available American Recovery Act funds; however, all projects needed to be well-planned and shovel-ready before the CRA could submit an application for these funds. She also advised that she had been working with Ms. Coleman to get additional information on other grants. Ms. Bach noted as the CRA built its capacity to administer grants, she would bring forward other grant programs as they became available.

Mr. Infante noted he had reviewed the resumes of both Ms. Coleman and Ms. Bach, and felt the CRA could only benefit from their experiences.

Mr. Forbes suggested a subcommittee be established to discuss economic development issues.

Mr. Archer noted the CRA already had a Grants Review Subcommittee on which he, Mr. Infante and Mr. Lipe served, and his motion was to appoint Ms. Coleman to Chair this committee.

Mr. Forbes suggested Mr. Archer defer his motion to allow for a workshop to be scheduled to discuss the various subcommittees the CRA needed to establish going forward.

In response to Mr. Archer's concern regarding time limits in which to make applications, Ms. Coleman said she believed the CRA had some lead time in which to apply for funding since the federal grants process would not begin until January 2009.

Mr. Jason Rodriguez advised the CRA members that Commissioner Sorenson appointed another member to the NLCRA board whose name was Charlie Lopez, and the appointment would become effective 10 days from the approval date of the resolution. He suggested the workshop be scheduled after this date so that Mr. Lopez could participate in it.

Mr. Forbes noted the workshop would be an advertised public meeting, to which Mr. Lopez could sit in on.

Discussion ensued among CRA members regarding when and where the workshop should be conducted.

Mr. Forbes suggested and the CRA Board concurred that the workshop be scheduled on August 10, 2009 at 4:30 p.m. and held at the Community Bank of Florida located at 28801 SW 157th Avenue, Homestead, Florida.

Mr. Rodriguez advised that he would arrange with the bank's staff for the workshop to be held on another date if this date was not suitable, and would notify the board of any changes.

Following further discussion, it was moved by Mr. Archer that the MOU between the NLCRA and the OCED for CRA staff to assist OCED in the implementation of Miami-Dade County's Neighborhood Stabilization Program be approved as presented, along with the proposed services therein; and that a letter be drafted on behalf of the CRA and signed by the Chairperson which supported the Naranja-Princeton Community Development Corporation (CDC) Application for FY2009-10 CDBG funds. This motion was seconded by Mr. Infante, and upon being put to a vote, passed unanimously by those members present.

In response to Mr. Forbes' concern regarding needed signatures, Mr. Fernandez noted staff would work with the CRA's Legal Counsel to draft the appropriate letter of support.

2. Memorandum of Understanding with MDPD for a Workstation

Mr. Steven Zelkowitz, Legal Counsel for the CRA, advised that the Memorandum of Understanding (MOU) between the NLCRA and the Miami-Dade Police Department (MDPD) for a workstation at the Community Center was completed as to all legal terms and language. He said he saw no legal reason for this document to be ratified and signed by the CRA until the Community Center was completed and the Center's Certificate of Occupation (CO) had been issued. He noted the MOU exhibits, which identified and delineated the MDPD workstation on the floor plan of this facility, still needed to be completed. He further noted that once the punch list for the community center was signed off and the CO was issued, he would come back with the MOU for the CRA to ratify.

Following Mr. Archer's comments that he believed MDPD had selected an area, Mr. Zelkowitz asked Sergeant Hernandez for a markup of the intended location of the workstation.

3. Discussion on the preliminary estimate for the 2009 Property Tax Roll from the Property Appraiser

Mr. Jorge Fernandez noted at last month's CRA meeting, he provided CRA members with a copy of the Property Appraiser's (PA) June 1 estimated Property Tax Roll report, which estimated a 7% reduction in the CRA's taxable property values since last year. However, a greater reduction of 14% in the CRA's taxable property values was reflected in the PA's July 1, 2009 preliminary Property Tax Roll, he noted. Mr. Fernandez also noted this trend in reduced taxable values was an indication of what was happening with other CRA's across the County. He further noted that a 14% drop in the CRA's taxable values did not necessarily constitute a 14% drop in the CRA's revenues, but the projected revenues would depend on the millage rates adopted by the Board of County Commission (BCC). He noted since the Commission failed to set the millage rate at the last BCC meeting, the PA, by default, would set the millage to be equal to the State's defined roll back rates, which were greater than the millage rates in the Mayor's proposed budget. Mr. Fernandez noted depending on whether the BCC adopted the Mayor's proposed budget or the States' roll back rates, the CRA could anticipate a drop in its next year revenues between \$200,000 and \$500,000.

In response to Mr. Lipe's question regarding when the final millage rates would be set, Mr. Fernandez noted the final millage rates would be set and adopted at the Second Budget Hearing in September 2009, and could not exceed the State's roll back rates, which were the maximum.

Discussion ensued between CRA Board members and staff regarding when the CRA's Budget Subcommittee would begin meeting again to discuss the CRA's budget.

Mr. Lipe noted the CRA's Budget Subcommittee should meet before the September BCC meeting in order to discuss the CRA's preliminary budget.

Mr. Fernandez noted he would prepare the appropriate documents for the Budget Committee meeting, and suggested, if the CRA Board desired, the same members who participated on last year's CRA Budget Subcommittee be appointed to this year's Budget Subcommittee.

Mr. Forbes suggested an alternate member be selected in the event Ms. Volkert was unavailable, and he requested a volunteer.

Mr. Archer volunteered to be the alternate member.

Mr. Fernandez noted the County Commission adopted Resolution No. R-944-09 requesting that the Mayor or his designee provide a report on the surplus funds of CRAs in order to recapture CRA funds for the next two fiscal years. He noted he was unable to provide further preliminary information but would provide a better report on the status of this resolution at the next CRA meeting.

Mr. Forbes noted the CRA's Legal Counsel notified CRA members that he would be advising them on the legal ramifications of this resolution, and what position they should take.

Mr. Steven Zelkowitz, Legal Counsel for the CRA, noted the position to take would be a policy position, not necessarily a legal position. He advised that the CRA needed to understand that whatever the County decided to do would require the CRA's cooperation in amending its Interlocal Agreement, which currently set forth the amount of TIF dollars that the CRA received. He noted that once this study was completed, he would be in a better position to provide information on what the County was asking of the CRA.

4. General Discussion regarding the Mandarin Lakes Project

Mr. Archer noted the intent of this agenda item was to discuss how the CRA would proceed with the Mandarin Lakes Phase II projects, given the current conditions of the economy and the reduction in the CRA's revenues. He said he felt the CRA should review the projects in Phase II to see which ones could be delayed, and focus on putting more effort into the grants programs. Mr. Archer noted he felt the CRA's primary objectives should be completing the bridge on SW 280th Street and the grants program. He said he also felt the CRA should coordinate with the construction developers to scale down on projects so as not to proceed at a rapid pace and not to install landscaping that needed a lot of maintenance, but to be considerate of the economy.

Mr. Infante agreed with Mr. Archer's comments, and noted he felt it would not be prudent of the CRA to proceed with Phase II projects in light of the position the County had taken. He said he felt the County needed to work with the CRA on this issue.

Mr. Fernandez noted staff looked at simplifying specific projects such as lush landscaping and complex irrigation systems in Phase I of the Project when renegotiating the development agreement, since Phase II would not be implemented as quickly. He noted staff felt that drought tolerant trees and plants requiring little maintenance could be installed to save the CRA monies, and staff felt that making many of the improvements would benefit this community in the long run.

5. Discussion regarding video cameras for MDPD surveillance

Mr. Archer suggested the CRA allocate funds in its next fiscal year budget to provide Miami-Dade Police Department with additional surveillance cameras and necessary equipment that would give the police more mobility and make them more effective in combating crime.

Mr. Forbes suggested that a subcommittee be established at the upcoming workshop to discuss the needs of community policing and to consider Mr. Archer's request, and that the necessary public hearing be conducted for public input.

6. Scheduling Meeting to review responses to RFP for Community Center Building Management Services

Mr. Jorge Fernandez noted the RFP for the Community Center Building Management Services was advertised in the Daily Business Review, The Miami Herald, and on the CRA's website. He noted a pre-submittal conference was held on June 11, 2009 to inspect the Community Center's premises, and the deadline for submitting the applications was July 1, 2009. Mr. Fernandez noted proposals were received from the following three companies: Continental Group, Castle Management, and Kennedy Wilson Condominium Management. He suggested a subcommittee be established to review the proposals and make a recommendation by the next CRA meeting.

In response to Mr. Forbes' question regarding whether the gentleman appearing before the CRA Board earlier in tonight's meeting and representing the company Spray Pro, was one of the applicants, Ms. Coleman noted she believed Spray Pro was a landscaping subcontracting company for Castle Management, which maintained the landscaping for the Mandarin Lakes' residents.

Mr. Fernandez noted the management company to be selected should be responsible for hiring their subcontractor, while Mr. Archer noted the CRA needed to ensure this facility's lawn was maintained so that it was not cited.

During discussion regarding the need to establish a subcommittee to review the RFP responses, Mr. Fernandez noted he would distribute the proposals received to the CRA members tonight and schedule a subcommittee meeting to discuss them; Mr. Hakssa, Mr. Infante, and Mr. Archer volunteered to be members of the RFP review subcommittee to review the responses; and Mr.

Forbes noted this subcommittee should conduct its meeting as meetings of all other selection committees that review and rank the responses and make recommendations for approval.

VII. Next Meeting Dates:

August 24, 2009 Regular Board Meeting

Mr. Forbes announced the next NLCRA Meeting would be held on August 24, 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 6:40 p.m.



Kenneth Forbes, Interim Chairperson
Naranja Lakes Community Redevelopment Agency



Naranja Lakes Community Redevelopment Agency

July 27, 2009

Prepared by: Jill Thornton

EXHIBITS LIST

NO.	DATE	ITEM #	DESCRIPTION
1	7/27/2009		Meeting Agenda
2	7/27/2009		Roll Call Sheet
3	7/27/2009	V	NLCRA Initiative Monthly Progress Report - dated July 20, 2009
4	7/27/2009	V	Community Response Team – Monthly Productivity Report for month of 06/15/09 to 07/19/09
5	7/27/2009	V.2.	SRS Engineering, Inc. Construction Progress Report on NLCRA construction – July 2009
6	7/27/2009	VI.1.	Memorandum, Rachel Bach, The Holistic Planning Group, regarding NLCRA Business Assistance Grant Funding Recommendation
7	7/27/2009	VI.1.	Memorandum, Rachel Bach, The Holistic Planning Group, regarding CDBG FY 2009-10 Program Cycle
8	7/27/2009	VI.1.	Memorandum of Understanding between NLCRA and OCED proposing NLCRA to assist OCED in the implementation of its Neighborhood Stabilization Program
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**NARANJA LAKES
COMMUNITY REDEVELOPMENT AGENCY**

Roll Call Sheet for July 27, 2009

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

NOTE: Four (4) members constitute a quorum

Others:

Revised on 05/18/2009

- J. Fernandez
- D. Rodriguez
- S. Zedlowitz - Legal Counsel
- R. Bach - ED Coordinator
- Ignacio Serraulta, SRS Engineering - Construct. Consultant
- Alex DeGuandjola - D. R. Horton

NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY

MEETING OF THE BOARD OF COMMISSIONERS

LOCATION: SOUTH DADE GOVERNMENT CENTER – ROOM 203

10710 S.W. 211TH STREET, MIAMI, FL

Regular Meeting 6:00PM – 7:30PM

July 27, 2009

MEETING AGENDA

- I.** Meeting Call to Order and Roll Call Acting Chairperson
- II.** Approval of the Minutes Board
- June 22, 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. Mandarin Lakes Sales / Closing Report D.R. Horton Report
2. Infrastructure Construction Ignacio Serralta, SRS
3. Mandarin Lakes Developer Update Scott Hedge
- VI.** New Business
1. Recommendations for Commercial Grants and CDBG FY 2009-10 funding Rachel Bach
2. Memorandum of Understanding with MDPD for a Work Station Steve Zelkowitz
3. Discussion on the preliminary estimate for the 2009 Property Tax Roll from the Property Appraiser Staff
4. General Discussion regarding the Mandarin Lakes Project Stu Archer
5. Discussion regarding video cameras for MDPD surveillance Stu Archer
6. Scheduling Meeting to review responses to RFP For Community Center Building Management Services Board / Staff
- VII.** Next Meeting Dates:
- August 24, 2009, Regular Board Meeting
- VIII.** Adjournment

Naranja Lakes CRA Initiative
Monthly Progress Report

Reported by: Sgt. Ozzie Hernandez

Date of report: July 20, 2009

The following is a synopsis of the police enforcement and community policing actions provided to the Naranja Lakes CRA boundaries from Monday, June 15, 2009 to Sunday, July 19, 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 69 four-hour roving patrol details and 10 enforcement sweeps were conducted during this monthly period as a summer initiative. As a result, the initiative produced the following totals:
 1. A total of 45 arrests were made of which 1 felony, 14 misdemeanors, 14 warrants, 11 traffic arrests, and 5 PTA arrests.
 2. A total of 150 traffic citations (58 HVM & 92 NHMV).
 3. A total of 15 person's message recoveries.
 4. A seizure of 66.5 grams of marijuana and .5 grams of cocaine
 5. A total of 405 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 414 citizen contacts were initiative and 154 business contacts.

Highlights:

On 07/16/09, while patrolling the CRA Waterside Community, a roving unit drove upon a subject seriously beating a female victim. The subject had punched the victim multiple times and was dragging her into his house to continue his attack until the officer intervened. Upon seeing the officer, the subject dropped a large clump of the victim's hair and attempted to flee; however the officer successfully apprehended him without incident.

COMMUNITY RESPONSE TEAM

Naranja Lakes CRA Initiative

Monthly Productivity Report

Month Of: 6/15/09 to 7/19/09

Date: 07/20/09

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 47
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	1	
2. Misdemeanor	14	
3. Traffic	11	
4. Warrant	14	
5. PTA	5	
6. DUI	0	

SUBJECT CONTACTS

1. FI Cards 405
2. Career Criminals 50
3. Curfew Violations 0
4. Truants 0

COMMUNITY ACTIVITIES

1. Citizen Contact 414
2. Business Contact 154

RECOVERIES

1. Persons 15
2. Apprehensions 0
3. Other Property 0
4. Vehicles 0
5. Recovery Value \$ \$0.00

PROPERTY/NARCOTICS SEIZED

1. Type _____
2. Value \$ 100.00
3. Marijuana (grams) 66.5 grams
4. Hashish (grams) _____
5. Cocaine (grams) 2 grams
6. Heroin (grams) _____
7. Pills (# & type) _____
8. Currency Seized \$ _____

WEAPONS SEIZED

1. Firearms _____
2. Knives _____
3. Other _____

TRAFFIC ACTIVITIES

1. HVM 58
2. NHMV 92
3. Parking 0
4. Verbal warnings 41
5. Vehicles Impounded 0

Comments: See Monthly Progress Report.

July 22, 2009

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

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

Re: **Naranja Lakes Community Redevelopment Agency
Construction Progress Report - July 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, Green and Pathways

- a. Some irrigation lines were installed within one of the Parks.
- b. The Developer has proposed to reconfigure the sidewalks layout for the Parks to provide a more appropriate design. Approval of the schedule of values for Item C (Canal Street – Naranja Lakes Blvd.) and Item D (Canal Street Bridge, Greens and Pathways) are still pending. The Developer is currently preparing the schedule of values and shall submit for acceptance once complete.

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

Civic Building: Overall 99.67% of the building is complete

- a. A second walk-thru was conducted on July 20, 2009 in order to review the punch list from the previous substantial walk thru. It was found that there still remain some outstanding items to be completed, see attached report.
- b. DR Horton has completed the construction of the perimeter sidewalk. The general contractor can now obtain a temporary certification of occupancy.

Entrance Features

- a. Landscaping and signage still remain to be completed.

**3- SW 140th Avenue, SW 143rd Avenue, SW 272nd 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. A substantial walk thru of the irrigation system was performed and was found in general acceptable.

July 22, 2009
Page 2

4- Request for Payment No. 36 – Revision 1

The Developer has submitted the Application for Payment No. 36 - 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. 36 – Revision 1 have been checked and were found to be fair and equitable. Therefore, we recommend the payment of \$13,364.51 which includes the following:

- \$ 12,949.78 for Part I – Contract NLC-001
- \$ 582.04 for Part II – Contract NLC-002
- \$ 495.26 for Developer's Fee (3.66% of work completed)
- \$ 662.58 Payment Application #34-Rev1-Reimbursement

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



July 22, 2009

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

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

**Re: Naranja Lakes CRA
Mandarin Lakes Clubhouse S.W. 140th Avenue**

A second punch list walk through was performed on July 20, 2009 and it was found that the majority of the outstanding items have been completed; however, some items remain to be completed.

GENERAL:

Note: Comments directly below apply to all interior and exterior spaces as applicable.

1. Provide finish paint coat on underside of door header wall surface directly above door closer arms (It applies to all rooms)
2. The temporary power panel needs to be removed from the site.
3. The plastic insert from the catch basin located south of the building needs to be removed.
4. The backflow preventer was leaking.
5. All landscaped areas need to be completely weeded and edged. All lawn adjacent to sidewalks and walkways must be edged.
6. Blank cover plates are missing in all rooms for future data connections.

INTERIOR SPACES:

Mechanical Room

1. Wall paint touch up on the left side into the space.

Meeting Room – SE Building Corner

1. Provide floor receiver and floor drop bar / set hold for French doors fixed leaf.

Janitor's Closet

1. Provide missing escutcheon water lines plates.

Multi-Purpose Main Room

1. Replace SW building corner window insect screen.
2. Repair broken windows (west side) and touch-up paint due to vandalism.

Office – NW Building Corner

1. Finish / touch-up paint at header of left/south window on west wall.
2. Touch-up wall paint on ceiling.

Men's Toilet

1. Touch up paint.

Vestibule / Hallway

1. Provide additional finish paint coat on lower west wall surface next to exterior door at hinge side.
2. Repaint exterior door and frame.
3. Remove plastic cover on metal trimmed accessories

EXTERIOR SURFACES AND AREAS:

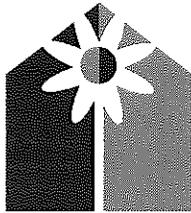
West Porch

1. During the last inspection it was observed that both West and East porches, interior corners, pond water due to improperly sloped floor slab surfaces. The GC attempted to correct this condition through the use of a grounding machine. Garden hose watering of areas in question during this inspection revealed that the attempted resolution was not entirely successful since water was observed to still be ponding. The floor slope was improved but not sufficiently to remedy this condition.
2. Condition of interior floor slab edge / joint to abutting exterior slab, at doors edge, was found to be still rough and relatively uneven, however this condition was deemed to be acceptable for an exterior exposed structural slab edge such as this one.
3. It was discussed with the GC that providing a tile floor finish (which is not a part of the scope of the work) could be a potential remedial action for both conditions noted above (items 1 and 3). Discussions at the site with all present resulted in an agreement for the GC to submit cost of the floor slope remedial action to the owner's representative/s, which will be used to ascertain whether a tile floor finish is a viable option to remedy these conditions.
4. The hurricane panel threaded fasteners, which are all in place and have been painted in place to match adjacent wall surfaces, were discussed. The county representative present expressed concerns with impact of the paint on future ease of use of the fasteners. It was generally agreed that unpainted fasteners would stand out more than would be acceptable and that this condition was a common practice. This item remains unchanged from original punch list
5. The (2) southernmost decorative columns covers vertical joints must be repaired and resealed.
6. Two additional railing pickets on the West porch, which were added to remedy greater than 4" space adjacent to porch columns, were not provided with a paint finish and need to be painted.

This punch list represents SRS Engineering, Inc and Alleguez Architecture, Inc. findings of deficiencies as identified during site inspection on date noted above. The general contractor shall be responsible for addressing all items included herein in a timely fashion and/or as has been established by specific project requirements and milestones, but not to exceed 30 days. Once remedial action addressing items identified in this list have been completed it shall be the responsibility of the general contractor to notify the design consultants to schedule re-inspections to verify compliance.

Sincerely,
Jean-Claude Fontaneau / Alberto J. Gonzalez
CRA Construction Consultants





The Holistic Planning Group

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

MEMORANDUM

TO: NLCRA Board of Directors

FROM: Rachel Bach, AICP

DATE: July 27, 2009

SUBJECT: Naranja Lakes CRA Business Assistance Grant Funding Recommendation

COPIES: JORGE FERNENDEZ (OSBM), JASON RODRIGUEZ (OSBM)

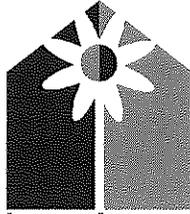
To implement the Naranja Lakes CRA Plan goal of increasing the ad valorem values of non-residential properties, the Board allocated \$15,900 to be used for the Business Assistance Grant. This grant's goal is to stimulate the economic development and job creation in the District by providing direct assistance to businesses to invest in façade improvements or minor renovations, capital investments and supplies, and marketing. The program was marketed to businesses in the June 2009 newsletter. Applications were made available to the public from May 25 through June 15, 2009. The Board established a grant review subcommittee to evaluate applications and make an award recommendation. 18 applications were received. Subcommittee members ranked the applications using established eligibility and performance criteria and met on July 13th to combine their scores and make a funding recommendation. Three applications were not considered, as they did not conform to basic eligibility criteria. Four applications were selected for funding, as outlined below.

1. **PZP Investments** – Committee recommendation of awarding \$4,000 as a direct grant to pay for interior improvements related to the build out of a day care center. Grant funds will leverage a \$58,000 private investment and the creation of 11 jobs.
2. **TC Barbershop** – Committee recommendation of awarding \$4,000 as a direct grant to pay for interior renovations to tenant space. Grant funds will leverage \$750 in private investment and the creation of 4 jobs.

3. **Worldwide Sensations** – Committee recommendation of awarding \$4,000 in the form of a loan to pay for business related inventory. Loan will leverage private investment of \$500 and the creation of 1 full time and 1 part time job.
4. **GGs Bags and Shoes** – Committee recommendation of awarding \$3,000 in the form of a loan to pay for business related inventory. Loan will allow business to establish line of credit with vendors to purchase inventory. No new jobs will be created at this time.

Direct grants are recommended for applicants who propose spending funds on capital improvements. Loans are being recommended for applicants proposing to spend funds on inventory.

Staff requests Board approval of funding recommendations and direction to proceed with entering into funding contracts with applicants.



The Holistic Planning Group

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

FROM: Rachel Bach, AICP
TO: Naranja Lakes CRA Board of Directors
SUBJECT: CDBG FY 2009 – 2010 Program Cycle
DATE: July 27, 2009

CDBG FY 2010 Housing Application

The Naranja Princeton Community Development Corporation (CDC) will be submitting an application for FY 2010 CDBG Housing funding. CRA Staff have been working with the CDC to expand its area of service to include the NLCRA and develop a strategy for acquisition and rehabilitation of foreclosed properties to be sold as owner occupied to low and moderate income families within the CRA. The CDC's application will include targeted areas within the NLCRA for rehabilitation dollars. A Memorandum of Understanding memorializing a partnership between the CDC and CRA on CDBG activities.

As part of this overall strategy, Staff has also been in discussions with Miami Dade County Office of Community and Economic Development, on how to ensure larger expenditures of HUD Neighborhood Stabilization funds within the NLCRA for acquisition and rehabilitation of foreclosures. The biggest challenge for the County has been gaining access to the banks to negotiate and purchase properties and would entertain larger investments in the NLCRA if additional staff resources could be provided in this regard. Attached is a copy of a draft Memorandum of Understanding with MD OCED to assist in providing these services. The Naranja Princeton CDC has also agreed to assist the CRA in this endeavor and identify further opportunities to rehabilitate recaptured units for homeownership. Staff is requesting endorsement of a proposed partnership with MD OCED to assist in property acquisitions and approval of a Memorandum of Understanding with the Naranja Princeton CDC to facilitate acquisition and/or rehabilitation activities in the CRA through the FY 2010 CDBG Request for Applications.

CDBG FY 2010 Non-Housing Application

The Miami Dade County 2010 CDBG Request for Funding Applications (RFA) for Non-Housing projects was divided into two categories – Non-Housing Projects and Microloan Program. The Non-Housing RFA seeks applications under three categories – Capital Improvements (CI), Commercial Revitalization (CR) and Historic Preservation (HP).

Capital Improvement project funding for the CRA District was researched. The CRA is currently in the process of compiling its Capital Improvement Plan. This Plan is a precursor to actual project funding. CRA staff will prepare the Capital Plan that lists projects and an implementation schedule to position CRA capital projects for the next funding round.

Historic Preservation is not a priority specified in the CRA Plan or subsequent Action Plan.

The Microloan RFA seeks to locate an operator or operators to administer the CDBG Microloan Program. The NLCRA does not currently have the capacity (staff and administration) to operate a Microloan. However, Staff will pursue partnerships with other community based organizations to access microloan products for CRA businesses.

Commercial Revitalization projects are being accepted as direct applications from businesses to the County. CRA staff provided technical assistance to two businesses to try and access these funds – Southern Cooking of Homestead (Chicken Kitchen) and All Uniform Wear (The Dickies Store).

Per CRA Staff's discussions with Miami Dade County Office of Community and Economic Development, there are no economic development funds this fiscal year available for direct application by the Naranja Lakes Community Redevelopment Agency. However MD OCED suggested requesting direct allocation from the NLCRA's representative County Commissioners. Staff has already contact Commission Chair Moss and Commissioner Sorenson's office to begin the process of making a formal request for CDBG funds.

Memorandum of Understanding
Between
The Naranja Lakes Community Redevelopment Agency (NLCRA)
and
The Office of Community and Economic Development

Introduction

The Naranja Lakes Community Redevelopment Agency (NLCRA) 2009 Action Plan calls for short term strategies aimed at improving the rate of homeownership, decreasing the number of dilapidated, vacant and nuisance residential properties.

Specifically, the first Housing Action Step recommends that in 2009, NLCRA staff implement policies and programs to encourage homeownership and discourage further rental development.

Miami Dade County's Neighborhood Stabilization Program's highest priorities include single family residential acquisition and rehab for resale and associated homebuyer counseling and providing second mortgage assistance to income qualified buyers.

The NLCRA is one of the hardest hit clusters of foreclosed residential properties in MD County with a score of 20, on a scale of 1 to 20) in both Federally defined NSP need categories.

Because both agencies share the same goals, the NLCRA proposed to assist MD OCED in the implementation of its Neighborhood Stabilization program.

Proposed Services

Legal Services – To facilitate the spending of NSP funds in the NLCRA, the Agency and its partners will commit legal services, as required, to facilitate the purchase, rehab and resale of residential properties within the NLCRA.

Lien Search and Resolution Services - NLCRA staff will conduct thorough lien searches on targeted bank owned homes. The cost of lien liabilities will be provided to MDOCED staff to facilitate the negotiation of true market value. NLCRA staff will also work with MD County to negotiate lien waivers and/or reductions to expedite the delivery of clean title.

Bank Communication – NLCRA staff will identify all bank owned properties within the NLCRA, research and create a framework for bank communication, and use this communication network to facilitate the purchase of bank owned property and assist MDOCED to gain access to properties.