Approved ______________________ Mayor
Veto __________
Override __________

Item No. VII-1
August 27, 2026

RESOLUTION NO. ________________________

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY APPROVING AND ADOPTING BYLAWS AND RULES OF PROCEDURE FOR THE GOVERNANCE AND OPERATION OF THE AGENCY; AND PROVIDING FOR IMPLEMENTATION

WHEREAS, the Miami-Dade County Board of County Commissioners ("County Commission") created the Naranja Lakes Community Redevelopment Agency ("Agency") pursuant to part III, chapter 163, Florida Statutes ("Act"), to eliminate conditions of slum and blight and promote redevelopment within the Naranja Lakes Community Redevelopment Area ("Redevelopment Area"); and

WHEREAS, specifically, the Agency was created pursuant to section 163.356, Florida Statutes, and its membership was appointed by the County Commission and included residents and business owners; and

WHEREAS, on March 3, 2026, the County Commission adopted Ordinance No. 26-28, in accordance with section 189.071, Florida Statutes, which dissolved the Agency and repealed Ordinance No. 02-216, which was codified in Article C, Sections 2-1461 through 2-1470 of the Code of Miami-Dade County, Florida; and

WHEREAS, on March 3, 2026, the County Commission also adopted Resolution No. R-145-26, which, in part, appointed itself as the board of commissioners of the Agency ("Board") in accordance with section 163.357, Florida Statutes; and

WHEREAS, the Agency's prior board of commissioners adopted bylaws, which cannot be utilized in light of the present structure of this Board; and

WHEREAS, this Board finds that the adoption of formal Bylaws and Rules of Procedure will promote efficient administration, transparency, consistency in governance, compliance with applicable law, and orderly conduct of Agency business; and

WHEREAS, this Board has reviewed the proposed Bylaws and Rules of Procedure attached hereto as Exhibits "A" and "B" and incorporated herein by reference; and

WHEREAS, this Board finds that adoption of the Bylaws and Rules of Procedure is in the best interests of the Agency and the residents and stakeholders of the Naranja Lakes Community Redevelopment Area,

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

Section 1. The foregoing recitals are incorporated in this resolution and are approved.

Section 2. This Board hereby approves and adopts the Bylaws and Rules of Procedure attached hereto as Exhibits "A" and "B" in substantially the form attached hereto and incorporated herein by reference. The Bylaws and Rules of Procedure shall govern the conduct of Agency meetings, officers, committees, voting procedures, agenda preparation, public participation, ethics compliance, and such other matters as may be set forth therein. All prior resolutions, policies, procedures, or practices of the Agency that conflict with the provisions of the Bylaws and Rules of Procedure adopted herein are hereby superseded to the extent of such conflict.

Section 3. This Board authorizes and directs the Co-Chairpersons, the Agency's staff, the County Attorney's Office, and such other Agency officials as may be designated to take all actions necessary and appropriate to implement the provisions of this resolution and the adopted Bylaws and Rules of Procedure.

The Prime Sponsor of the foregoing resolution is Commissioner Danielle Cohen Higgins. It was offered by Commissioner , who moved its adoption. The motion was seconded by Commissioner and upon being put to a vote, the vote was as follows:

Danielle Cohen Higgins, Co-Chairwoman
Kionne L. McGhee, Co-Chairman

Marleine Bastien	Juan Carlos Bermudez
Sen. René García	Oliver G. Gilbert, III
Roberto J. Gonzalez	Keon Hardemon
Vicki L. Lopez	Natalie Milian Orbis
Raquel A. Regalado	Anthony Rodriguez
Micky Steinberg	

The Chairman thereupon declared the resolution duly passed and adopted this _____ day of __________, 2026

NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY BY ITS BOARD OF COMMISSIONERS

JUAN FERNANDEZ-BARQUIN, CLERK

By:________________________
Deputy Clerk

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

Terrence A. Smith
Richard Appleton

EXHIBIT A

BYLAWS

OF THE NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY

Adopted pursuant to Part III, Chapter 163, Florida Statutes

ARTICLE I

NAME, AUTHORITY, PURPOSE, AND OFFICES

Section 1.01. Name.

The name of this public body corporate and politic shall be the "Naranja Lakes Community Redevelopment Agency" (the "Agency").

Section 1.02. Authority.

The Agency is created and organized pursuant to Part III of Chapter 163, Florida Statutes, commonly known as the "Community Redevelopment Act of 1969," as amended from time to time, and pursuant to the applicable resolution(s), ordinance(s), and interlocal agreement(s) adopted by Miami-Dade County, Florida ("County"), by and through, the Miami-Dade Board of County Commissioners ("County Commission").

Section 1.03. Purpose.

The purpose of the Agency is to carry out community redevelopment activities and programs within the designated redevelopment area in accordance with the adopted Community Redevelopment Plan, applicable Florida law, Miami-Dade County ordinances and resolutions, the Interlocal Cooperation Agreement between the County and the Agency ("Interlocal Agreement"), as may be amended from time to time, and all other governing laws.

The Agency shall exercise all powers authorized by law to eliminate and prevent the development or spread of slum and blighted conditions; encourage rehabilitation, conservation, redevelopment, and revitalization; promote economic development; improve infrastructure and public facilities; foster affordable and workforce housing opportunities where authorized; and otherwise implement the adopted Community Redevelopment Plan, as such plan may be amended from time to time upon the approval of the County Commission.

Section 1.04. Principal Office.

The principal office of the Agency shall be located at:

Miami-Dade County
Stephen P. Clark Center
c/o Office of Management and Budget
111 NW 1st Street, 22nd Floor
Miami, Florida 33128.

Section 1.05. Seal.

The Agency may adopt and alter an official seal.

ARTICLE II

BOARD OF COMMISSIONERS

Section 2.01. Governing Body.

The powers of the Agency shall be exercised by a Board of Commissioners (the "Board") as established pursuant to Section 163.357, Florida Statutes, and the creating resolution, County Commission Resolution No. R-145-26.

Section 2.02. Number, Appointment, and Qualifications.

The Board shall consist of thirteen (13) Commissioners.

Each Commissioner shall:

1. Be eligible for so long as they hold office as member of the County Commission;
2. Comply with all applicable ethics, financial disclosure, and Sunshine Law requirements.

Section 2.03. Terms of Office.

Each Commissioner of the Agency shall serve for a term that is coterminous with such Commissioner's term of office as a member of the County Commission.

A Commissioner shall automatically cease serving on the Agency upon the expiration, resignation, removal, or termination of such Commissioner's service on the County Commission. Any successor appointed or elected to the County Commission shall, in the manner required by law, serve as a Commissioner of the Agency for the remainder of the applicable term or as otherwise provided by law.

Section 2.04. Vacancies.

A vacancy occurring during a Commissioner's term shall be filled in the manner set forth in Section 2.03.

Section 2.05. Compensation.

Commissioners shall serve without compensation but may receive reimbursement for authorized expenses incurred in the discharge of official duties, subject to Florida law, Agency policy, and budgetary appropriation.

Section 2.06. Duties and Responsibilities.

The Board shall:

1. Establish policy for the Agency;
2. Adopt and amend the Community Redevelopment Plan as authorized by law;

3. Approve annual budgets and amendments thereto;
4. Authorize contracts, grants, procurements, and expenditures;
5. Oversee Agency personnel, consultants, and legal counsel;
6. Ensure compliance with all reporting, auditing, procurement, ethics, public records, and Sunshine Law requirements; and
7. Exercise all powers granted under Chapter 163, Part III, Florida Statutes, and the Interlocal Agreement.

ARTICLE III

OFFICERS

Section 3.01. Officers.

The officers of the Agency shall consist of Co-Chairs, Secretary, Treasurer, and such other officers as the Board may establish. The Co-Chairs shall be the County Commissioners representing County Commission Districts 8 and 9, or such other County Commissioners designated or elected by the Board. The Board may elect a Chair and Vice Chair, in lieu of electing Co-Chairs, each of whom must be a member of the Board, in which case the responsibilities of the Co-Chairs set forth in this document shall vest in said Chair.

Section 3.02. Election and Term.

The Co-Chairs (or Chair and Vice Chair, if applicable) shall be elected annually by a majority vote of the Board members present at the first regular meeting, or at such other meeting designated by the Board.

The Secretary and Treasurer may be Commissioners, employees, or designated administrative officers of the Agency.

Section 3.03. Authority of the Chairperson(s).

The Co-Chairs shall possess the authority to (i) mutually-approve agendas, (ii) executing authorized documents, and (iii) performing ceremonial and administrative duties assigned by the Board. The Co-Chairs shall preside over meetings in the following manner: each Co-Chair shall alternate as the presiding officer of the meeting of the Board until such meeting adjourns, at which point the other Co-Chair becomes the chair and vice-versa. The Co-Chair who is not a meeting's presiding officer shall serve as vice-chair for that meeting.

In the event that a Chair and Vice Chairs are elected by the Board then the Chair shall possess the authority to preside over meetings, approve agendas, execute authorized documents, and perform ceremonial and administrative duties assigned by the Board.

If the Co-Chairs (or Chair and Vice Chair, if applicable) are absent from a meeting then a Board member may be temporarily elected, by a majority of Board members present, to preside over a meeting.

Each Co-Chairs (or Chair, if appliable) shall coordinate with Agency staff and the County Attorney's Office, or such other legal counsel and legal staff employed by the Agency, regarding meeting agendas, legislative matters, and Agency operations. Unless otherwise directed by the Board, either Co Chair (or Chair, if appliable) may execute documents approved by the Board.

Section 3.04. Secretary.

The Secretary shall:

1. Maintain official records of the Agency;
2. Ensure preparation and retention of minutes;
3. Oversee issuance of meeting notices; and
4. Maintain records in accordance with Florida public records laws.

Section 3.05. Treasurer.

The Treasurer shall:

1. Oversee financial records and reporting;
2. Monitor Agency revenues and expenditures;
3. Coordinate annual audits and financial reporting; and
4. Ensure financial controls and compliance with applicable law.

ARTICLE IV

MEETINGS

Section 4.01. Regular Meetings.

The Board shall hold regular meetings at such times and places established by resolution or annual meeting schedule adopted by the Board.

Section 4.02. Special Meetings.

Special meetings may be called by the Co-Chairs together (or Chair, if applicable) or by a majority of the Commissioners, upon written request to the Co-Chairs (or Chair, if applicable).

Section 4.03. Emergency Meetings.

Emergency meetings may be convened by the Co-Chairs together (or Chair, if applicable) when necessary to address matters affecting public health, safety, welfare. Reasonable notice shall be provided consistent with Florida law.

Section 4.04. Meeting Location

The meetings of the Agency shall be held at and alternate between the following locations, or such other location designated by the Co-Chairs together (or Chair, if applicable):

Naranja Lakes Community Center
27555 SW 140th Avenue
Naranja, Florida 33032

South Dade Government Center
10710 SW 211th Street
Cutler Bay, Florida 33189

Section 4.05. Public Notice.

Notice of meetings shall be provided in accordance with Chapter 286, Florida Statutes, and other applicable laws. Meeting notices and agendas shall be posted at the principal office of the Agency and on any official Agency website, if available.

Section 4.06. Open Meetings.

All meetings shall be conducted in accordance with Florida's Government in the Sunshine Law.

Section 4.07. Quorum and Voting.

A quorum of the Board shall consist of five (5) Commissioners. The act of a majority of the Commissioners of the Agency who are present at a meeting at which quorum is present shall be the act of the Agency.

Section 4.08. Minutes.

Minutes shall be prepared for all meetings and shall include the substance of all official actions taken.

ARTICLE V

COMMITTEES

Section 5.01. Standing and Special Committees.

The Board may establish standing or special committees, advisory boards, or task forces.

Section 5.02. Advisory Nature.

Unless specifically delegated authority by formal Board action and permitted by law, committees shall serve in an advisory capacity only.

Section 5.03. Compliance with Law.

Committees shall comply with all applicable public meeting and public records laws.

ARTICLE VI

ADMINISTRATION AND PERSONNEL

Section 6.01. Executive Director.

The Board shall appoint or retain an Executive Director to administer Agency operations.

Section 6.02. Staff and Consultants.

The Agency may employ or retain staff, attorneys, planners, engineers, financial advisors, auditors, grant administrators, and other professionals as authorized by law.

Section 6.03. Legal Counsel.

The Miami-Dade County Attorney's Office, or such other legal counsel and legal staff employed by the Agency, shall serve as legal counsel of the Agency unless the Agency, at its sole discretion, retains independent legal counsel to the extent permitted by law.

Section 6.04. Ethics and Conduct.

Commissioners, officers, employees, consultants, and contractors shall comply with:

1. Chapter 112, Florida Statutes (Code of Ethics for Public Officers and Employees);
2. Chapter 286, Florida Statutes (Government in the Sunshine Law);
3. Chapter 119, Florida Statutes (Public Records Law);
4. Miami-Dade County ethics ordinances and regulations; and
5. Any Agency ethics policies.

Section 6.05. Conflicts of Interest.

No Commissioner, officer, employee, or consultant shall participate in any matter where a prohibited conflict of interest exists under applicable law.

ARTICLE VII

FINANCIAL ADMINISTRATION

Section 7.01. Fiscal Year.

The fiscal year of the Agency shall coincide with the fiscal year of the creating governmental entity unless otherwise established by the Board.

Section 7.02. Budget.

The Board shall annually adopt a budget for Agency operations and redevelopment activities. The Executive Director shall prepare an annual budget and work program for the Agency's approval for each fiscal year, and such other budgets as the Commissioners may determine. The Agency may not expend any funds other than those in the adopted budget or otherwise authorized by the Board, provided that the Commissioners shall have the power to amend the Agency's budget from time to time as necessary.

Section 7.03. Redevelopment Trust Fund.

The Agency shall administer any redevelopment trust fund established pursuant to Section 163.387, Florida Statutes. All funds of the Agency shall be used only for purposes permitted by applicable law. Funds shall be distributed only at the direction or with the approval of the Board pursuant to an adopted budget and with appropriate requisitions approved by the Executive Director. Notwithstanding the foregoing, no single obligation requiring a disbursement in excess of $25,000.00 shall be made unless specifically approved by the Board.

Section 7.04. Depositories.

Agency funds shall be deposited in qualified public depositories in accordance with Florida law.

Section 7.05. Expenditures.

No expenditure shall be made except pursuant to an adopted budget, authorized procurement, or lawful Board action.

Section 7.06. Procurement.

Purchasing and procurement activities shall comply with applicable federal, state, and county procurement requirements.

Section 7.07. Annual Audit.

The Agency shall obtain annual independent audits as required by law. The Executive Director shall arrange for an independent financial audit of the Redevelopment Trust Fund each fiscal year and a report of such audit by an independent certified public accountant in accordance with the provisions of Section 163.387(8), Florida Statutes. The Agency shall provide a copy of such report to each taxing authority contributing to the Redevelopment Trust Fund. The auditors shall be selected by the Board. The auditor of the Agency may be the same auditor performing the annual audit of Miami-Dade County.

Section 7.08. Annual Report.

The Agency shall comply with all reporting requirements imposed by Chapter 163, Florida Statutes, and applicable local ordinances. The Agency shall file with Miami-Dade County and with the Auditor General, on or before March 1st of each year, a report of its activities for the preceding fiscal year. At the time of filing this report, the Agency shall publish in a newspaper of general circulation a notice to the effect that such report has been filed with Miami-Dade County and that the report is available for inspection during business hours in the office of the Clerk of the Court and Comptroller and in the Agency's office.

Section 7.09. Supervision of Accounts.

The Executive Director, subject to the direction of the Agency, shall have control and be responsible for the internal supervision and control of the accounts of the Agency.

ARTICLE VIII

CONTRACTS, PROPERTY, AND DEVELOPMENT AGREEMENTS

Section 8.01. Contracts.

The Board may authorize contracts and agreements necessary to carry out the Agency's powers and duties.

Section 8.02. Execution of Documents.

Contracts, deeds, agreements, checks, and other instruments shall be executed by either Co-Chair (or Chair, if applicable), or other officer of the Agency if directed by the Board, after review and approval for legal sufficiency by the Miami-Dade County Attorney's Office, or such other legal counsel and legal staff employed by the Agency, where applicable.

Section 8.03. Real Property.

The Agency may acquire, lease, manage, improve, convey, or dispose of property in accordance with Florida law and the redevelopment plan.

Section 8.04. Development Incentives.

The Agency may provide redevelopment incentives, grants, loans, and other assistance authorized by law and approved by the Board.

ARTICLE IX

PUBLIC RECORDS AND TRANSPARENCY

Section 9.01. Public Records.

All Agency records shall be maintained in accordance with Chapter 119, Florida Statutes, and applicable records retention schedules. Electronic communications concerning Agency business constitute public records unless one of the limited exceptions to the public records laws applies.

Section 9.02. Inspection of Records.

Public records shall be available for inspection and copying as required by law.

Section 9.03. Website Transparency.

The Agency shall maintain transparency measures required by law, including publication of budgets, audits, meeting notices, agendas, minutes, and annual reports, to the extent applicable.

Section 9.04. Record Custodian

The Agency's custodian of record shall be the Executive Director, or such other person designated by the Board.

ARTICLE X

INDEMNIFICATION

Section 10.01. Indemnification.

The Agency, its officers, commissioners or other employees may be indemnified or reimbursed by the Agency for reasonable expenses (including, but not limited to, attorney's fees, judgments and payments in settlement) actually incurred in connection with any action, suit or proceeding, civil or criminal, actual or threatened, to which he or they shall be made a party by reason of his being or having been, or by reason of any actual or alleged acts performed or omitted to be performed in connection with his being or having been an Agency member, officer or employee of the Agency; provided, however, that no person shall be so indemnified or reimbursed in relation to any matter in such action, suit or proceeding as to which he shall finally be adjudged to have been guilty of or liable for gross negligence or willful misconduct or criminal acts in the performance of his duties to the Agency; and provided further, that no person shall be so indemnified or reimbursed in relation to any matters in such action, suit or proceeding which has been made the subject of a compromise settlement except with the approval of a court of competent jurisdiction, or the Agency acting by vote of members not parties to the same or substantially the same action, suit or proceeding, constituting a majority of the remaining Commissioners. The foregoing right of indemnification or reimbursement shall not be exclusive of other rights to which such person, executors or administrators may be entitled as a matter of law.

Section 10.02. Insurance.

The Agency may purchase insurance for the purpose of indemnifying its members, officers and other employees to the extent that such indemnification is allowed in Article X, Section 10.01 herein. The Agency may purchase other insurance, including liability and hazard insurance as it deems necessary and appropriate.

Section 10.03. Sovereign Immunity.

Nothing herein shall be construed as a waiver of sovereign immunity or limits of liability under Section 768.28, Florida Statutes.

ARTICLE XI

PARLIAMENTARY AUTHORITY AND RULES OF PROCEDURE

Section 11.01. Governing Rules.

Meetings shall be governed by:

1. Applicable Florida law;
2. These Bylaws;
3. Any adopted Board policies or resolutions;
4. The Board’s Rules of Procedure; and

5. Roberts Rules of Order to the extent not inconsistent with law, the Board's Rules of Procedure, or these Bylaws.

Section 11.02. Agenda Order.

Unless modified by the Co-Chairs (or the Chairperson, if applicable) or the Board, regular meeting agendas shall generally follow this order:

1. Call to Order;
2. Roll Call;
3. Invocation or Pledge of Allegiance;
4. Reasonable Opportunity to Be Heard
5. Approval and Changes to Agenda;
6. Approval of Minutes;
7. Resolutions and Contracts;
8. Old Business;
9. New Business;
10. Staff Reports;
11. Adjournment.

ARTICLE XII

AMENDMENTS

Section 12.01. Amendment of Bylaws.

These Bylaws may be amended by affirmative vote of not less than a majority of the Commissioners then serving, provided the proposed amendment has been included on a duly noticed Board agenda.

Section 12.02. Consistency with Law.

Any provision of these Bylaws inconsistent with applicable law shall automatically be deemed amended to conform to controlling law.

ARTICLE XIII

SEVERABILITY

Section 13.01. Severability.

If any provision of these Bylaws is determined invalid or unenforceable, the remaining provisions shall continue in full force and effect.

ARTICLE XIV

EFFECTIVE DATE

Section 14.01. Effective Date.

These Bylaws shall become effective upon adoption by resolution of the Board of Commissioners of the Naranja Lakes Community Redevelopment Agency.

EXHIBIT B

RULES OF PROCEDURE
OF THE NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY

SECTION 1. PURPOSE

These Rules of Procedure are adopted to facilitate the orderly, efficient, transparent, and lawful conduct of the Board of Commissioners ("Board") of the Naranja Lakes Community Redevelopment Agency ("Agency") meetings and business.

SECTION 2. MEETING ADMINISTRATION

2.01. Meeting Schedule.

The Board shall hold regular meetings at such times and places established by resolution or annual meeting schedule adopted by the Board.

2.02. Meeting Notices.

Meeting notices shall be posted in accordance with Florida law and Agency policy.

2.03. Agenda Preparation.

The Executive Director or designated staff member shall prepare meeting agendas in consultation with the Co-Chairs (or Chair, if applicable), as such officers are described in the Agency's adopted Bylaws, and the Miami-Dade County Attorney's Office, or such other legal counsel and legal staff employed by the Agency. The agenda shall be mutually approved by the Co-Chairs (or Chair, if applicable). Co-chairs must approve the items to be placed on each Agency meeting agenda at a duly noticed Sunshine Meeting.

2.04. Submission of Agenda Items.

Prior to the deadline set forth herein, any Commissioner, the Executive Director or such other person designated by the County Mayor may submit an agenda item for the Board's consideration. In the event, a Commissioner wishes to sponsor an agenda item, such commissioner shall request the Miami-Dade County Attorney's Office, or such other legal counsel and legal staff employed by the Agency, to prepare such agenda item for such commissioner's approval. Notwithstanding the foregoing, each agenda item shall be reviewed and approved by the Miami-Dade County Attorney's Office, or such other legal counsel and legal staff employed by the Agency, for form and legal sufficiency prior to placement on the Board's agenda.

2.05. Agenda Deadlines.

All proposed agenda items, including supporting materials, shall be submitted to the Agency staff no later than **two (2) business days** before the scheduled Board meeting unless waived by the scheduled Board meeting's presiding officer, as defined below, for good cause.

2.06. Approval and Placement Deadline

Agenda items must be reviewed, approved, and finalized for inclusion on the agenda by the presiding officer, as defined below.

2.07. Late Items.

Items submitted after the deadline may only be added upon:

1. Approval of the presiding officer, as defined below; and
2. A written finding that the item is time-sensitive or in the public interest.

2.08. Publication of Agenda

The final agenda shall be publicly posted in accordance with Florida law and Agency policy.

2.09. Workshops.

The Board may conduct workshops, visioning sessions, or informational meetings. No formal action may be taken at these meetings

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SECTION 3. ORDER OF BUSINESS

The order of business shall generally follow the sequence established in the Bylaws unless modified by the presiding officer, as defined below.

SECTION 4. PUBLIC PARTICIPATION

4.01. Speakers.

Public speakers shall complete speaker forms if required by the Board.

4.02. Time Limits.

Public comment shall generally be limited to two (2) minutes per speaker unless modified by the presiding officer, as defined below.

4.03. Group Representation.

Groups are encouraged to designate spokespersons to avoid repetitive testimony.

4.04 Public Comment.

Members of the public shall be afforded a reasonable opportunity to be heard on any proposition before the Board, pursuant to section 286.0114, Florida Statutes, and subject to reasonable time, place, and manner restrictions. For purposes of this rule, "proposition" shall mean a general substantive policy issue or matter proposed or offered for consideration or adoption, and shall not include:

1. Procedural motions on propositions, or
2. Individual components, aspects or line items of a proposition.

While a single proposition may be considered multiple times before the Board as the same or different agenda items, there shall only be one reasonable opportunity to be heard on each proposition during the decision-making process as set forth herein.

The reasonable opportunity to be heard shall not apply to:

1. An official act that must be taken to deal with an emergency situation affecting the public health, welfare, or safety, if compliance with the requirements would cause an unreasonable delay in the ability of the Board or a committee thereof to act;
2. An official act involving no more than a ministerial act, including, but not limited to, approval of minutes and ceremonial proclamation;
3. A meeting that is exempt from the Sunshine Law;
4. Procedural motions, including, but not limited to, motions to defer an item, recess or adjourn;
5. Propositions before the Board when there was a previous opportunity to be heard at a committee thereof;
6. A request or direction to Agency's staff or other officials that will be brought back before the Board when there will be a subsequent opportunity to be heard on the proposition; or
7. Any situation where there has been a previous public hearing or reasonable opportunity to be heard on a proposition, or where there will be a subsequent public hearing or reasonable opportunity to be heard on a proposition.

4.05. Decorum.

The presiding officer shall preserve order and decorum at meetings. The Board may adopt additional rules governing public participation and conduct. Any person making impertinent or slanderous remarks or who becomes boisterous while addressing the commission shall be barred from further appearance before the commission by the presiding officer, unless permission to continue or again address the Board is granted by the majority vote of Board members present.

No clapping, applauding, heckling or verbal outbursts in support or opposition to a speaker or his or her remarks shall be permitted. No signs or placards shall be allowed in the commission chamber. Persons exiting the Board meeting shall do so quietly.

The use of cell phones in the Board meeting is not permitted. Ringers must be set to silent mode to avoid disruption of proceedings. Individuals, including those on the dais, must exit the meeting area to answer incoming cell phone calls.

4.06. Removal for Disruption.

The presiding officer, as defined below, may direct removal of disruptive individuals consistent with law.

SECTION 5. RULES OF DEBATE

5.01. Presiding Officer.

While the Agency maintains Co-Chairs, the Co-Chairs shall alternate as the presiding officer of each meeting of the Board, with the other non-presiding Co-Chair acting as vice-chair. Each Co-Chair will serve until the Agency's meeting adjourns, at which point the other Co-chair becomes the chair and vice-versa.

The presiding officer shall preside at all meetings of the Board and shall preserve order and decorum in debate. In the absence of the Co-Chair whose opportunity it is to be the presiding officer at a meeting, the other Co-Chair shall act as the presiding officer. In the absence of both Co-Chairs, another Commissioner shall act as the presiding officer, more particularly described in the Agency's Bylaws. The presiding officer may rule on all questions of procedure and order, subject to appeal by any Commissioner.

In the event that the Board elects a Chair and Vice Chair, then the Chair shall act as the presiding officer, and in the absence of the Chair, the Vice-Chair shall act as the presiding officer. In the absence of both Chair and Vice-Chair, another Commissioner shall act as the presiding officer.

5.02. Recognition to Speak

No Commissioner shall speak until recognized by the presiding officer. Upon recognition, the Commissioner shall confine remarks to the pending issue or motion under consideration.

5.03. Order of Business and Debate.

Debate shall proceed in an orderly manner and shall be directed to the merits of the matter pending before the Board. Commissioners shall avoid personal remarks and shall not interrupt another Commissioner except to raise a point of order or parliamentary inquiry.

5.04. Motions.

No action shall be taken by the Board except upon motion duly made and seconded. Following a motion and second, the presiding officer shall state the question before the Board prior to debate.

5.05. Debate.

A Commissioner may speak on a motion after being recognized by the presiding officer. The maker of a motion shall be entitled to speak first on the motion. No Commissioner shall speak more than twice on the same question until every other Commissioner wishing to speak has had an opportunity to do so, unless permitted by the presiding officer.

5.06. Voting Method.

Votes shall ordinarily be taken by voice vote unless a roll call vote is requested.

5.07. Roll Call Votes.

Roll call votes shall be conducted when requested by any Commissioner, or when established by Board policy.

5.08. Tie Votes.

Whenever action cannot be taken because the vote of the Commissioners has resulted in a tie, and no other available motion on an item is made and approved before the next item is called for consideration or before a recess or adjournment is called, whichever occurs first, the item shall be removed from the agenda.

5.09. Public Comment.

Members of the public shall be afforded a reasonable opportunity to be heard on propositions before the Board in accordance with applicable law and Agency policy. The presiding officer may establish reasonable time limits and rules governing public comment to ensure the orderly conduct of meetings.

5.10. Point of Order.

Any Commissioner may raise a point of order to call attention to a violation of these rules or other procedural irregularity. The presiding officer shall rule upon the point of order, subject to appeal by majority vote of the Board.

5.11. Parliamentary Authority.

Except as may be provided by these rules, questions of order, the methods of organization and the conduct of business of the Board shall be governed by Robert's Rules of Order.

5.12. Suspension of Rules.

These rules of debate may be suspended by an affirmative vote of two-thirds (2/3) of the Commissioners present.

5.13. Abstentions.

Commissioners shall disclose voting conflicts and abstain from voting when required by Florida law.

5.14. Reconsideration.

A motion to reconsider may only be made by a Commissioner who voted on the prevailing side, and only at the same meeting or the next regular meeting.

5.15. Consent Agenda.

Routine matters may be approved by consent agenda unless removed therefrom by a Commissioner.

SECTION 6. RESOLUTIONS AND CONTRACTS

6.01. Form.

Formal Board actions shall be memorialized by resolution.

6.02. Legal Review.

Resolutions shall be reviewed and signed for legal sufficiency by the Miami-Dade County Attorney's Office, or such other legal counsel and legal staff employed by the Agency, prior to placement on a meeting agenda.

SECTION 7. ADOPTION AND AMENDMENT

7.01. Adoption.

These Rules of Procedure shall become effective upon adoption by resolution of the Board approving same.

7.02. Amendment.

These Rules of Procedure may be amended by resolution.

CERTIFICATION

The foregoing Bylaws and Rules of Procedure were adopted by the Board of Commissioners of the Naranja Lakes Community Redevelopment Agency at a duly noticed public meeting held on _______________________, 2026.

Chair

Secretary