

APPROVAL

OF

MINUTES

(July 22, 2020)

The Opa-locka Community Redevelopment Agency

CRA Clerk's Summary Minutes

Virtual CRA Meeting

Wednesday, July 22, 2020

5:00 P.M.

• **CALL TO ORDER:**

Chairwoman Jannie Russell called the Virtual Community Redevelopment Agency Meeting to order at 5:07 p.m. on Wednesday, July 22, 2020.

Pursuant to Executive Order No. 20-69, issued by the office of the Governor Ron DeSantis On March 20, 2020, municipalities may conduct meetings of their governing boards without having a quorum of its members present physically or at any specific location, and utilizing communications media technology such as telephonic or video conferencing, as provided by Section 120.54(5)(b)2, Florida Statutes.

An opportunity was given to the public to email the CRA Clerk prior to the CRA Meeting with any questions/comments/concerns on items we will hear on this evening's CRA agenda. This meeting is being streamed live at <https://www.youtube.com/user/CityofOpalocka>.

Since this is a virtual meeting as authorized by the Governor of the state of Florida, again, Members of the public wishing to address the CRA have been offered the opportunity to do so. Public comments will be included as part of the public record for this virtual meeting and will be considered by the CRA prior to any action taken.

• **ROLL CALL:**

The following members of the Opa-locka Community Redevelopment Agency were present: Chairwoman Jannie Russell, Vice Chairman Joseph L. Kelley, Board Member Sherelean Bass, Board Member Alvin Burke, Board Member Chris Davis, and Board Member Matthew Pigatt. Also present were Board Attorney Burnadette Norris Weeks, CRA Manager, Gregory Gay and CRA Board Clerk Kinshannta Hall.

Board Member Rose Tydus was absence. (Excused Absence) Death in Family

• **INVOCATION:**

The invocation was delivered by Vice Chairman Joseph Kelley.

• **PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was recited in unison.

Chairwoman Russell: Are there comments or concerns from the Public? Are there any add-ons for this meeting?

CRA Clerk Hall: I haven't received any comments, phone calls, or emails from the Public and there are no add-ons either.

Vice Chairman Kelley moved to approve May 27, 2020 CRA reading minutes. Board Member Bass second. The reading minutes from May 27, 2020 CRA meeting were approved.

There being no discussion, the motion passed by a 5-0 vote.

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|------------------|-----|
| Sherelean Bass | Yes |
| Alvin Burke | Yes |
| Matthew Pigatt | Yes |
| Joseph L. Kelley | Yes |
| Jannie Russell | Yes |

Chairwoman Russell: Public comments is now open.

Chairwoman Russell: Public comments is now closed.

DISCUSSIONS/PRESENTATIONS:

HI. CITY vs CRA RECONCILIATION

Mr. Gay: We would like to present to you a series of items that have been brought up over the last couple months. There were some bookkeeping issues that needed to be resolved. We will have a presentation by our budget director and finance director regarding the City Reconciliation. The finance department took the lead and over the last six months they have been working to get a better understanding between the two entities. As we stand now there are some items that need to be brought to you all attention. This is being measured from FY 2013 up until September 30, 2019.

(Gerri Lazzare) wasn't available during the time for the presentation. However; Robert Anathan who is the City budget director spoke briefly instead.

Robert Anathan: I don't have any concerns at this point. As of September 30 2019 "\$745,033.00" is available for future CRA projects. I'm not prepared to speak about reconciliation.

(Board Member Chris Davis joins the meeting at 5:20pm)

Chairwoman Russell: I thought Ms. Lazarre would be here today to answer the questions for the board members. The information is lengthy.

Vice Chair Kelley: What is the CRA balance?

Mr. Gay: The balance that is in the account is reflected within the bank statements. The amount is \$861,000.00 dollars. We do have to take into consideration that the allocation is going to be a part of the reimbursement between the City and the CRA. There will be a legislation in place showing the transfer of funding from the CRA to the City and from the City to the CRA.

(Ms. Gerri Lazarre joins the meeting)

Board Member Bass: If I'm correct, the city owes the CRA \$221,000.00 a few dollars over. I'm not sure if that is correct. Mr. Gay stated that we would have a balance did I get that right before I move on?

Chairwoman Russell: I think we should let Ms. Lazarre and Mr. Bob speak. Can you all bring us up to speed. I know we have a lot of numbers here. Give us as much as information as you can.

Robert Anathan: The position of the CRA as of Sept 30, 2019 at the moment the CRA had \$745,033.00. The revenue will be \$734,000.00 in change and the expenditures will be \$719,000 in change. The difference will be \$15,000.00. Keep in mind this is a forecast. The \$15,000.00 will get added to the \$745,000.00 that you closed last year. If the forecast is good you will have a balance of \$760,000.00 in change that will be your opening position going into next year.

Chairwoman Russell: Does that minus the projects?

Robert Anathan: I was talking to FY-20. The forecast picks up everything.

Mr. Gay: Mr. Bob is referring to the upcoming year.

Chairwoman Russell: Can you please make a reference when you are explaining. We have a lot of pages with a lot of numbers.

Vice Chair Kelley: Can someone please answer board member Bass question before they get far.

Board Member Bass: What does the CRA owes the City and what does the City owes the CRA?

Gerri Lazarre: The City owes the CRA an additional \$566,120.00 as of March 2020. That does not take into consideration from April-September. This is only as of March 2020. We are still working on this.

Board Member Bass: What does the CRA owes the City?

Gerri Lazarre: We are still working on what the CRA owes the City.

Board Member Davis: I know that we are still going through the process so I guess the full reconciliation will happen at the end of this fiscal year. I'm assuming it's a work in progress.

Gerri Lazarre: Yes.

Robert Anathan: The CRA is going to pay back the water sewer funds.

Board Member Pigatt: When will this item be brought before this board?

Gerri Lazarre: Action Items will be brought before you by the beginning of next fiscal year.

H2. CRA BUDGET FY 2020-2021

(The information was presented to all board members. The board members addressed their concerns regarding the CRA Budget. On the next meeting the actual resolution along with all supportive documents will be brought back before all board members to vote at the next meeting.)

Board Member Davis: (Express his concerns regarding the Comp Plan). We should have our own desires and take charge.

Chairwoman Russell: Is there a section within the plan?

Mr. Gay: Yes.

H3. PCD/CRA STAFF-WORKLOAD & ADMINISTRATION ALLOCATION LIMITATION

(Mr. Gay is looking to bring aboard an additional employee part time as an Economic Specialist to assist with some of the work duties.)

Mr. Gay: We are looking to bring aboard an Economic Specialist part-time.

Vice Chair Kelley: We need more background paper work before we hire.

H4. FAÇADE IMPROVEMENT WITH OLCDC/STANTEC-STATUS

Board Member Davis: Are any applications available?

Mr. Gay: We have the applications but we are in the process of cleaning the language up for it.

Chairwoman Russell: When will the applications become available? Will it be this week or next week?

Mr. Gay: My intention is August 1st, 2020.

****The Facade Improvement Program is currently one of the newest ongoing project within the CRA. The facade Improvement Program is to assist all businesses that are within the CRA boundaries. Once the language for the application is cleaned. All information will be available on the City website and the City social media pages. The deadline to submit is September 30, 2020. An update will be provided at the next CRA meeting.***

Stantec is the company that is over the Downtown Master Plan. This is also a newly project that is going on within the city. An update will be provided at the next meeting.

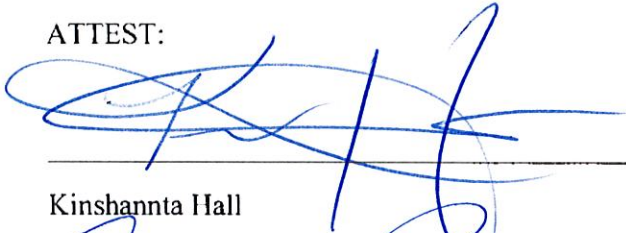
Vice Chair Kelley: (Suggests we need to look at a CRA logo.)

Mr. Gay sums up the status of the façade improvement program and the downtown masterplan with Stantec. The goal is to have all information updated and an update will be provided at the next CRA meeting.

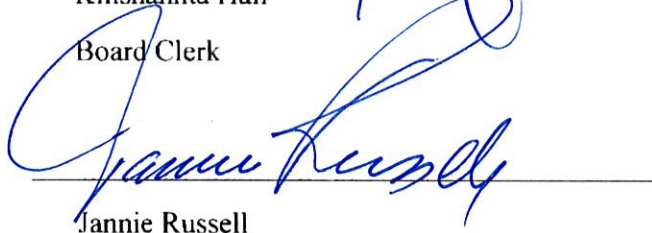
ADJOURNMENT:

There being no further business to come before the Board, it was moved by Vice Chairman Kelley and second by Board Member Pigatt to adjourn the meeting. The meeting was adjourned.

ATTEST:

A handwritten signature in blue ink, appearing to be 'Kinshantha Hall', written over a horizontal line.

Kinshantha Hall
Board Clerk

A handwritten signature in blue ink, appearing to be 'Jannie Russell', written over a horizontal line.

Jannie Russell

Chairperson