

## SUMMARY MINUTES

### REGULAR COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE MEETING

**Monday, February 12, 2007**

A regular meeting of the Chairman and Members of the Community Redevelopment Agency Advisory Committee (CRAAC) was held in the North Miami CRA Offices beginning at 5:45 p.m.

(Phonetic spelling of each speaker's name may be used throughout the minutes unless correct spelling is known.)

#### ROLL CALL

	<u>Absent/ Present</u>	<u>Cumulative From 2/9/2006</u>	
		(P)	(A) *
Blanca Cobo	P	10	2
Inez Couch	P	9	2
Judy Feldman	P	10	2
Dr. Smith Joseph	A	8	2
Michael McDearmaid	P	12	0
Jean Monestime (arrived 6:12 pm)	P	7	0
Clark Reynolds	P	11	1
Bill Valentine	A	7	4
Armando Vidal	P	1	0
Duke Sorey (arrived 6:12 pm)	P	9	1

\* Absences from special or rescheduled meetings are not counted

APPROVAL OF MINUTES: Minutes for the December 7, 2006 and January 4, 2007 Regular CRAAC Meetings were unanimously approved by the Committee.

#### AUDIENCE MEMBERS

Present at the meeting were: Gareth Mann, City of North Miami; Jim Coffey, Nadine Louis-Pierre and Eval Smith from Biscayne Landing; Roberta Segal and Jack Yoches; Mayor Kevin Burns; Mike Killiany; Daza Petrus and Dorothy Matthew of Daza's Painting; and Brenda Westhorp.

## ITEMS FOR REVIEW AND/OR DISCUSSION

### **Item III - Continuation of the discussion from January 4, 2007 regarding the implementation of Affordable Housing Strategies and the alternative recommendations for the distribution of the CRA's FY 2006-07 funding allocations for Affordable Housing Strategy for Single Family Home Rehabilitation**

After Chair Clark Reynolds brought the meeting to order, the Executive Director provided CRA Advisory Committee (CRAAC) members with an update to the various CRA Affordable Housing Strategies. He referred to his memo in the agenda packet which provides background information on the strategies and alternative implementation processes for allocating the \$1.3 million in funding for affordable housing programs in FY 2006-2007. Attached to the memo is a matrix that summarizes the various alternatives based on discussions with City of North Miami Housing Staff, a meeting held in September 27, 2006 of apartment owners, and various one-on-one discussions with investors and owners over the past several months. At the January 4, 2007 CRAAC meeting several recommendations were made to the board regarding items 1, 2, and 4 from the table, and the CRA Board adopted those recommendations at their January 23, 2007 meeting.

Tonight's discussion is therefore is on the 3<sup>rd</sup> item which was tabled at the January 4 meeting. This item (on page 3 of the matrix) provides 3 alternative implementation strategies for the \$603,950 allocation of funds for the CRA's Single Family Home Rehabilitation Program. The Executive Director reviewed the alternative processes: Alternative A would allocate up to \$50 K for each qualified applicant on a first come, first qualified basis; Alternative B would allocate these funds via a lottery; and Alternative C would select qualified recipients first from the City's existing waiting list and then from homebuyers the CRA has identified through it's own efforts.

The Executive Director continued that at the January 4 CRAAC meeting the discussion had centered on Alternative C, and Committee members decided to continue the discussion on *how* to use the City's waiting list. Judy Feldman asked the Director about specifics on how and when the people were selected for the waiting list. The Executive Director replied that he would have to rely on Tom Calderon, the City's Housing Administrator, to answer those kinds of questions; he was invited to this meeting but was not in attendance. The Executive Director's understanding was that the list represents those that qualified for, but did not receive, funding from the City.

Mike McDearmaid felt that the City qualified people for this program by income, age, and other considerations and therefore the list should only contain those that have demonstrated a need. Chair Clark suggested that the reason the discussion is continuing wasn't because they didn't demonstrate a need, but how would the CRA prioritize allocating funds to those on the list. Inez Couch added that the \$600,000 the CRA has allocated would not be able to provide for all 203 residents on the waiting list, so there needs to be policies in place to select from among them. She was also concerned that as many on the list were added in 2002, how current is the list – when was it last updated? Do those on the list still represent a valid need? However, she feels that we should start with this list even with those concerns.

Ms. Couch thought that it would be very difficult to decide exactly how to rank recipients within this list – for example, who should receive priority, an 82 year old widow or a single mother of two? Mr. McDearmaid suggested that City staff once more go over this list.

Mayor Kevin Burns, in the audience, suggested that the list may be considered flawed and that the City has not reviewed the list since its inception. The procedure to get people on the list was also flawed but he agreed that they should use the list as a starting point and perhaps allocate the funds by dividing it among different needs – say two elderly, two single-parent households, etc. He reminded Committee members that the CRA had started its own pilot rehabilitation program last year identified homes in the City with the worse code violation problems..

Ms. Blanca Cobo wondered about other background material that may be available on those on the waiting list. The Executive Director said that perhaps we should try to honor those on the list as best we can, even though the CRA is not under an obligation to do so. Ms. Feldman suggested sending a letter to each person on the list to immediately cull this list to those who are still living at those addresses.

Mike McDearmaid began to make a motion that Alternative C be selected, with the proviso that it would be CRA staff that would review the applications. After discussion, Inez Couch and Clark Reynolds felt that it would be best for the Executive Director to review the existing list and come back with more detail on the applicants and further investigation so that policies could then be recommended as to how to prioritize applicants.

#### MOTION

Made by Michael McDearmaid, seconded by Clark Reynolds

**A motion in support of Alternative “C”, to give priority to eligible homeowners from the City of North Miami’s waiting list to be supplemented by homeowners identified during the CRA’s application process. An amendment to the motion asked the Executive Director to further investigate the waiting list and report back with suggestions.**

*Approved 5 to 1 (Armando Vidal opposed)*

The Executive Director wanted to thank the Committee for direction on that item, and acknowledged representatives from North Miami Housing (NMH) in attendance, which were present last year when the pilot CRA program was first discussed and will be involved in the rehabilitation process in the future.

#### **Item IV - Proposed Comcast Cable Service Agreement for the Pioneer Gardens housing development**

The Executive Director stated that this item was distributed at the last meeting, but as there wasn’t time to reflect on it, it is before the Committee today. The CRA Attorney, Steve Zelkowitz was asked to provide the framework for the agreement. He explained that the agreement was reviewed by an attorney that specializes on such matters for his firm. It is separated into two

agreements, one is the Installation Agreement which gives Comcast the easement to install the cable to Pioneer Gardens and requires them to maintain it, and the second is the Compensation Agreement, requires Comcast to pay the CRA to install the cable to each of the units for about \$24,000 or \$175 per unit. The agreement has a couple of typos but these are the form documents. The Executive Director recommended the agreements for their approval.

Duke Sorey asked whether or not satellites would be allowed or is cable access exclusive. The CRA Attorney noted that the agreement calls for Basic cable to be included in the resident's monthly condominium association fee. However, by law, they will be allowed to select a satellite service and of course, they can choose a different cable package. He added that while satellites will be allowed, we can restrict where they are placed.

**MOTION**

Made by Inez Couch, seconded by Blanca Cobo

**Motion in support of the Comcast Installation Agreement and Comcast Compensation Agreement.**

*Approved 8 to 0*

**Item V - Proposed First Amendment to the Interlocal Agreement between the City of North Miami and the North Miami CRA regarding the conveyance of the Pioneer Gardens (f/k/a Ruck's Park) property from the City to the CRA**

The Executive Director said that the CRA Attorney prepared this amendment to the interlocal agreement conveying the Ruck's Park property to the CRA, to conform the property's legal description to the recent survey that was conducted by Craven Thompson & Associates. The CRA Attorney explained that there are two basic goals to the amendment. First, it adds a small strip of land to the property that the City has determined should be included. Secondly, it deletes a right of reverter that was in the original agreement, stipulating that if the CRA was unable to get a building permit for the property within four years, the property would revert to the City if requested. As the CRA has already pulled building permits and lenders are wary of any language that allows for the property to revert to the previous owner, this agreement effectively removes that provision. This was discussed with the City Attorney and City Manager and they support the amendment.

**MOTION**

Made by Michael McDearmaid, seconded by Jean Monestime

**Motion in support of the Proposed First Amendment to the Interlocal Agreement**

*Approved 8 to 0*

**Item VI - Status Update regarding the new City of North Miami Comprehensive Development Master Plan (CDMP) and the CRA's participation in the process – Public Workshop on February 20, 2007**

The Executive Director provided an update on the workshop to be held on Tuesday, February 20, 2007 at the City Council Chamber and highly recommended that Advisory Committee members

attend. He added that this will be the first time the Future Land Use map, which shows where changes in heights and densities that are being proposed, will be presented and discussed with the public. Also, he pointed out that in the agenda packet there is a memo addressed to Councilman Despinosse that outlines the CRA's involvement in the Comprehensive Development Master Plan (CDMP) process. Per the CRAAC and CRA Board's recommendations, the CRA has budgeted \$80,000 towards the cost of preparing the CDMP, as well as \$100,000 in support of the parallel changes to the City's land development regulations (LDR). The CDMP process is expected to continue with the submittal of a draft CDMP in April 2007, with final adoption in November. Now is the time for interested persons to get involved in the process, and the February 20 meeting is a great opportunity. When City staff delivers the maps and policies to the CRA before the meeting, the Executive Director said that CRA staff will post this information on the website and email Committee members.

Inez Couch asked about the statement by the LDR consultants that they would be preparing an improved, more user-friendly version of the City's zoning code, taking out the inconsistencies and confusing language. The Executive Director reminded members that when Charles Siemon did a workshop for the CRAAC in October 2006, he explained that as it is a parallel process to the CDMP, and as there have been delays in that process, the LDR update is lagging accordingly. But as the schedule for the CDMP has been speeded up, the LDR process will once again be getting on track. It is expected that the LDR update be complete in the spring of 2008, with a draft that the Committee will be able to review by the end of this year.

Chair Reynolds asked the Executive Director to update the Committee about the more detailed downtown master plan that the Executive Director had proposed in this budget cycle. He explained that the CRA will be going through an RFP process this fiscal year to select a consultant for the master plan, but he added that he did not want to prematurely make decisions until the CDMP and LDRs are in their final form. He added that by September 30 the CRA will have selected a consultant and started the process.

## **Item VII - CRA Advisory Committee Annual Election of the Chair and Vice Chair**

The Executive Director provided CRAAC members with a listing of the current members of the Advisory Committee with their terms. The bylaws say an election of the Chair and Vice-Chair should be done in September, but as there were numerous vacancies this process was delayed; however the next elections should take place later this year in September.

Michael McDearmaid nominated Clark Reynolds as Chair. Chair Reynolds accepted the nomination but felt that the position should rotate every 2 years so he would not run again later this year. Jean Monestime nominated Judy Feldman who respectfully declined. The Committee voted unanimously to nominate Clark Reynolds as Chair. Inez Couch nominated Michael McDearmaid as Vice-Chair and this was also approved unanimously. The Executive Director congratulated the Chair and Vice-Chair, and stated that he looks forward to continue to work with them in the future and will work on filling the last two vacancies.

## Other Items for Discussion

The Executive Director formally recognized Armando Vidal who is the resident appointee of Board Member Scott Galvin. The Executive Director has known him for many years, and feels that Mr. Vidal is a welcome addition to the Committee. The Executive Director added that Mr. Vidal is a former County Manager for Miami-Dade County, and brings with him a wealth of experience.

The Executive Director then addressed a couple of issues related to future CRAAC meetings. First, the Committee needs to select an alternative date for their September 3, 2007 meeting which conflicts with the Labor Day holiday. The Committee decided to postpone the meeting by one week and hold it on Monday, September 10, 2007.

Another issue the Executive Director brought up is the request by the CRA Board that he investigate whether or not we can videotape and broadcast future CRAAC meetings. Inez Couch suggested that as the meetings are public and comprehensive minutes are available for the meetings that they need not be televised. Duke Sorey concurred, but no vote was taken. The Executive Director stated that he will be presenting information to the CRA Board regarding this issue at a future Board meeting.

The Chair asked about several potential property acquisitions the Executive Director has mentioned in the past several months. The Executive Director responded that recommendations were made and adopted by the CRA Board regarding both the Bel House Apartments and the Miami Way Theater, and he has had continued conversations with the owners. He has requested appraisals to go forward, and hopes to have the firms engaged as soon as possible to get appraisals by the end of the month.

Lastly, the Executive Director asked CRAAC members if the CRA should purchase a table for \$2,500 for the Beacon Council Awards dinner to be held on February 28, 2007, which will honor Biscayne Landing with a Corporate Responsibility Award. He added that the City and Biscayne Landing have already committed to buy a table each. Mayor Burns encouraged the CRA purchase a table as this is a highly significant recognition for the City.

### MOTION

Made by Michael McDearmaid, seconded by Inez Couch

**Motion to purchase a table at the Beacon Council Awards on February 28, 2007**

*Approved 8 to 0*

Meeting adjourned at 6:45 p.m.