



AGENDA

NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY REGULAR BOARD MEETING

Tuesday, October 12, 2010
5:30 P.M.

**NORTH MIAMI CITY HALL - COUNCIL CHAMBERS
776 N.E. 125TH STREET, SECOND FLOOR**

- I. CALL TO ORDER – Pledge of Allegiance; Roll Call**
- II. APPROVAL OF MINUTES – NONE**
- III. ITEMS FOR REVIEW AND/OR ACTION**



AFFORDABLE HOUSING EFFORTS

- NEW HOUSING CONSTRUCTION**
- HOMEBUYER PURCHASE ASSISTANCE**
- SINGLE FAMILY HOME REHABILITATION**
- AFFORDABLE RENTAL HOUSING**
- OTHER**



COMMERCIAL & ECONOMIC DEVELOPMENT PROGRAMS

- **COMMERCIAL GRANTS**

- **OTHER**



CAPITAL IMPROVEMENTS & INFRASTRUCTURE



ADMINISTRATIVE & OTHER

TAB 1

NMCRA Proposed FY 2010-11 Budget (Attachment)

TAB 2

Appointment/Re-Appointment of CRA Advisory Committee (CRAAC)
Members (Attachment)

COMMUNITY OUTREACH

IV. REPORTS

A. Board Member Reports

Chair Andre D. Pierre, Esq.
Member Michael R. Blynn, Esq.
Member Scott Galvin
Member Jean R. Marcellus
Member Marie Erlande Steril

B. CRA Attorney

C. Executive Director

D. Next Regular Board Meeting – Tuesday October 26, 2010 at 5:30 p.m. at City Council Chambers

Next Regular Advisory Committee Meeting – Monday,
November 1, 2010 at 6:00 p.m. at City Council Chambers

V. ADJOURNMENT

Note: Two or more members of the City Council/CRA Board of Commissioners and/or other elected or appointed public officials may be present at this meeting. If any person decides to appeal any decision made with respect to any matter considered at this public meeting or hearing, he/she will need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. If you desire auxiliary services to assist in viewing or hearing the meetings, or reading meeting agendas and minutes, please contact the Office of the CRA Secretary at (305) 895-9817.

NMCRA board agenda for 101210 tecs 100510



AGENDA ITEM 1

NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY

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Marie Erlande Steril

Executive Director
Tony E. Crapp, Sr.

CRA Attorney
Steven W. Zelkowitz

CRA Secretary
Alix Desulme

Date: October 12, 2010
To: Honorable Chairman and Members
CRA Board of Commissioners
From: Tony E. Crapp, Sr.
Executive Director
Subject: **Proposed FY 2010-11 Budget**

The CRA Board discussed the Proposed FY 2010-11 Budget during a special meeting on Monday, September 20, 2010 as a continuation of the discussion from the prior Board meeting on Wednesday, September 15, 2010. As the result of its discussion, the Board modified the proposed FY 2010-11 budget by adopting a motion that made the following budget adjustments:

- 1) **Reduced the funding allocation for the Reserve for Debt Service from \$335,000 to \$-0- and reallocated the \$335,000 for Neighborhood Beautification; and**
- 2) **Reduced the funding allocation for the Commercial Beautification Grant Program by \$150,000 from \$350,000 to \$200,000 and reallocated the \$150,000 for Neighborhood Beautification; and**
- 3) **Reduced the funding allocation for Homebuyer Subsidies by \$335,000 from \$670,346 to \$335,346 and reallocated the \$335,000 for Neighborhood Beautification; and**
- 4) **Reduced the funding allocation for Pioneer Gardens by \$80,000 from \$500,000 to \$420,000 and reallocated \$50,000 to Funding for Socio-Economic & Business Development programs and Services and \$30,000 to the Russell Life Skills and Reading Foundation, Inc.**
- 5) **As the result of the reallocations above Neighborhood Beautification is funded at the level of \$820,000.**

In addition to the adjustments made by the CRA Board on September 20, 2010, the following additional budget adjustments have been made based on budgetary information provided by Miami-Dade County as of 10/01/10:

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- (1) Reduced the amount of the County Gross TIF Payment by \$360,612 from \$1,428,921 to \$1,068,309; and
(2) Reduced the amount of the expense for the County Administrative Fee by \$5,409 from \$21,434 to \$16,025; and
(3) Reduced the amount of the expense for the County TIF Refund by \$253,318 from \$928,800 to \$675,482; and
(4) Reduced the funding allocation for Homebuyer Subsidies by \$101,885 from \$335,346 to \$233,461.

Please note that the Attachment A of the attached detail has been revised as of 10/05/10 to reflect all of the amendments described above and to reflect a budget balanced at \$5,926,880. In addition, the proposed allocations for FY 2010-11 expenditures as described below have been updated to reflect the adjustments.

In follow-up to the Board's discussion on September 20, 2010 regarding the FY 2010-11 funding allocation for Neighborhood Beautification and the need to consider funding for projects throughout the CRA district, I have met with the individual members of the Board to discuss possible projects and funding requirements. In follow-up to those discussions I am recommending that the Board consider making the following further budget adjustments to increase the funding allocation for Neighborhood Beautification from \$820,000 to approximately \$1,100,000 to provide additional funding to be distributed to multiple neighborhood beautification projects as determined by the Board:

- (1) Reduce the funding allocation for Homebuyer Subsidies by \$233,461 from \$233,461 to \$-0-; and
(2) Reduce the funding allocation for the Downtown Development Master Plan by \$46,539 from \$150,000 to \$103,461; and
(3) Increase the funding allocation for Neighborhood Beautification by \$280,000 from \$820,000 to \$1,100,000.

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Background

It is recommended that the CRA Board further discuss the Proposed FY 2010-11 Budget during its upcoming meeting on September 15, 2010. To facilitate your review and consideration of the FY 2010-11 budget several schedules are attached for your information and are referenced in the body of this memorandum.

To begin, please note that **Attachment A** entitled NMCRA FY 2010-11 Proposed Budget and dated 9/08/10 is the most recently updated version of the schedule that has been used to delineate and discuss the FY 2010-11 budget priorities and revenue/expense re-cap with comparative budget summaries and detailed comments and descriptions regarding proposed allocations for CRA projects, programs and initiatives. This attachment has been reviewed with regard to the discussions of relative budget priorities during the budget priority discussions that have taken place with the CRA Advisory Committee on August 30, 2010 and the CRA Board on August 24, 2010. In addition to Attachment A please find the following supporting attachments as listed below:

- **Attachment B** – NMCRA Tax Increment Financing (TIF) Revenue Projection for the FY 2010-11 Budget
- **Attachment C** – NMCRA FY 2010-11 Proposed Personnel Services Expenses and Cost Allocation
- **Attachment D-1** – NMCRA FY 2010-11 Proposed Schedule of Operating Expenses and Capital Outlay
- **Attachment D-2** – NMCRA FY 2010-11 Proposed Schedule of Legal and Professional Services

Please be advised that both the City and Miami-Dade County have scheduled the required two (2) public hearings on their tentative millage rates and budgets. The County public hearings are scheduled for September 13th and 23rd, while the City's 1st public hearing is scheduled for September 14th and its 2nd public hearing is scheduled for September 22nd, 2010. The final millage rates as adopted by the City and County are 8.1955 and 5.4275 respectively.



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As of September 8, 2010 the FY 2010-11 budget is balanced with total revenues and expenditures of \$6,287,492.

FY 2009-10 Proposed Revenues

The FY 2010-11 Proposed Budget anticipates a total of **\$5,926,880** in available revenues from the following sources: **\$2,483,452** in combined TIF revenue payments from the City of North Miami (\$1,415,143) and Miami-Dade County (~~\$1,068,309~~) respectively; **\$3,418,428** in Carry Forward revenue resulting from the under expenditure of the FY 2009-10 budget; **\$25,000** in estimated interest earnings on the CRA's bank accounts. Please note that the amount of the Carry Forward may increase as the result of an ongoing review of projected funding commitments and expenditures through September 30, 2010.

FY 2009-10 Proposed Expenditures

The FY 2010-11 Proposed Budget includes total estimated expenses of **\$5,926,880**. Attachment C provides a detailed schedule in support of the estimated total personnel expenses of **\$460,000**, which includes salaries of \$348,565 for a total of four (4) staff positions, and fringe benefits in the amount of \$109,757 (including a small contingency amount of \$1,678). Please note that, including the proposed FY 2010-11 budget, regular salaries for full-time positions have not been increased in three consecutive years. For FY 2010-11 the salaries and pensions contributions for all full-time employees are being reduced by 5%. Attachment D provides a detailed schedule of operating expenses totaling **\$329,250** and capital outlay expenses totaling **\$2,500**. The operating expenses include \$182,500 for the engagement of a variety of professional services that will be needed to support the CRA in the implementation of the various projects, programs and initiatives during FY 2010-11. A detailed schedule of the anticipated legal and professional services is included in the attachment. Other significant operating expenses include the following: \$30,000 for office space rental; \$15,000 for Sponsorships and Contributions in support of events that are consistent with the mission and purpose of the CRA, are aimed at increasing business volume and resident interest in the CRA district and which leverage CRA resources with other funding sources; **\$25,000** for Marketing which includes promotion of the CRA and community outreach through newsletters, radio and

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television productions, special events, promotional materials, etc.; \$21,500 for local and out-of-town travel which includes attendance at professional conferences, workshops, and meetings involving CRA staff, and the five (5) members of the CRA Board and the twelve (12) members of the CRA Advisory Committee. Travel expenses include registration fees and travel costs events such as the Florida Redevelopment Association (FRA) Annual Conference as well as local and regional conferences of the Urban Land Institute (ULI) and International Council of Shopping Centers (ICSC). The proposed capital outlay expense is \$2,500 and includes anticipated expenditures for office furniture and computer equipment. **Please note that the CRA's proposed total operating expenses for FY 2010-11 in the amount of \$791,750 is a continued significant reduction from an allocation of \$901,500 in FY 2009-10 and of \$1,401,000 in FY 2008-09.**

The proposed debt service expenses totaling \$15,000 provides the funding that would be necessary to meet the CRA's obligation for the repayment for funds drawn down and the continued availability of the balance the CRA's Line of Credit with Region's Bank.

Additional expenditures include required payments pursuant to the terms of the Interlocal Agreement among the CRA, City of North Miami and the County. These payments include a County Administrative Fee that is charged at a rate of 1.5% of the County TIF payment and a refund to the County of the TIF revenue generated from that portion of the CRA boundaries that is west of Biscayne Boulevard. For FY 2010-11 the payment for the County Administrative Fee is **\$16,025** and the payment for the TIF Refund is **\$675,482**.

The proposed FY 2010-11 available funding for Capital Projects and Redevelopment Activities totaling \$4,428,623 (including prior year carryover in the amount of \$3,418,428) is allocated for the following programs, projects and initiatives as now described in column #7 of Attachment A:

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- Economic Development Assistance and Incentive Fund -The total proposed funding allocation of \$1,218,628 supports the following:

-\$1,000,000 for Commercial Rehabilitation and Commercial Beautification Grants, and \$113,628 to provide the 80% of the support cost for the City Economic Development Specialist including funding support for the City Business Development Board and other operating expenses. The funding for both the Commercial Rehabilitation and Commercial Beautification grant programs is allocated to address blighted conditions with a focus in the commercial corridors located (1) on NW 7th Avenue, (2) on West Dixie Highway/NE 6th Avenue, and (3) in the Downtown area along 125th Street. In addition to the new funding for this program in the amount of \$350,000, the proposed allocation includes an estimated \$500,000 in encumbered carry forward funds that represent commercial grants that were awarded in prior years and which will be expended in FY 2010-11. Please note that during FY 2010-11 CRA staff will be recommending that the CRA Board approve amendments to the current Commercial Grant Program guidelines to permit the use of the funds for interior build-out and other uses including commercial security enhancements that are consistent with the City of North Miami's Business Retention and Business Attraction Program Grants.

-\$200,000 to provide funding for a Business Retention/Attraction and Economic Development Marketing Program as a new initiative for FY 2010-11. This program is the first step in the implementation of recommendations outlined in the North Miami Economic Action Plan dated July 23, 2010. Through this program formal business retention/attraction activities will be implemented along with the development of promotional materials and marketing of the City through attendance and possible being an exhibitor at appropriate trade shows and conventions (e.g. International Council of Shopping Centers (ICSC), Florida ICSC Conference, Florida Redevelopment Association (FRA) Annual Conference, Urban Land Institute Annual Conference, etc.).

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This business retention/attraction program includes an annual survey of a segment of the existing businesses in the City of North Miami to collect certain information regarding their operations in the City and to identify any needs or problems that the City's economic development staff could follow-up on to resolve in an effort to be responsive and keep the business in the City. The scope of work for this type of formal business retention program involves the development of the survey, mailing and collecting the survey, analyzing the results and conducting follow-up and case management with individual businesses. The program as envisioned would be ongoing and would contact and segment of the existing businesses each year with coverage of all businesses over the course of a multi-year period. To start the program would ideally start with the larger businesses in the City being contacted first.

In addition, this formal business retention program should include (1) funding to develop and maintain a database of commercial properties and businesses in the City, and (2) funding for staff to convene and support a City Inter-Departmental Taskforce to meet as needed to address and coordinate responses to issues arising out of the business retention survey follow-up and to proactively address issues contributing to the improvement and maintenance of the City's commercial corridors.

-\$30,000 to provide funding support for a local business/merchant association to implement commercial corridor business development events and activities. This funding begins to implement a recommendation of the ULI Technical Assistance Panel Report that was adopted by both the CRA and City.

-\$25,000 to fund a partnership initiative involving the CRA, City of North Miami and local universities and colleges (e.g. Johnson & Wales University, Florida International University, Barry University, and Miami-Dade College). This funding begins to implement a recommendation of the ULI Technical Assistance Panel Report that was adopted by both the CRA and City. The goal of this partnership should include increased marketing exposure for the City of North Miami through joint marketing

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opportunities and efforts to increase the involvement of college and university students in activities and events in the City.

- Pioneer Gardens Affordable Housing Development --- The total proposed allocation is \$420,000 for additional costs to complete the ongoing site environmental testing/remediation activities.
Affordable Housing - Residential Rehabilitation Program for Homeowners --- The total proposed allocation is \$480,000. This allocation provides funds for home rehabilitation assistance loans for an estimated eight (8) eligible homeowners in an amount up to \$50,000 each and program support cost and related fees totaling approximately \$10,000.
Affordable Housing - Homebuyer Subsidies for the purchase of homes --- The total proposed allocation is \$233,461. This allocation provides funds for home purchase subsidy assistance loans for approximately four (4) first-time homebuyers in an amount up to \$50,000 each and program support cost.
Downtown Development Master Plan, including NW 7th Avenue, West Dixie Highway, urban design standards, etc. --- The total proposed allocation is \$150,000.
Neighborhood Improvements - The proposed allocation is \$820,000 that will be used to fund capital improvements and beautification efforts throughout the CRA district.
Strategic Land/Property Acquisition - The proposed allocation is \$-0-. No funds are included in the FY 2010-11 budget pending the anticipated approval of the CRA debt financing plan.
Funding for Socio-Economic & Business Development programs and Services that are consistent with the CRA Redevelopment Plan - \$50,000



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- **Russell Life Skills and Reading Foundation, Inc. - \$30,000**
- **Funding allocations to the City for the implementation of redevelopment projects, programs and activities that are consistent with the CRA Redevelopment Plan. The following funding allocations are proposed for FY 2010-11. Please note that most of these activities are being recommended for continuation funding.**

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Redevelopment Project, Program or Activity	\$ Amount
Jazz Music Monthly Concert Series – Museum of Contemporary Art	65,925
Commercial Corridor Clean Team – Public Works Department	244,841
Code Enforcement/Compliance – Code Enforcement Department	79,343
Holiday Enforcement Action Team (H.E.A.T.) – Police Department	39,360
Web/Channel 77 Administrator – Information Technology Department	25,950
Buyer – Purchasing Department	28,405
Museum Special Services (Development Director) – Museum of Contemporary Art (MOCA)	97,300
Museum Education Curator – Museum of Contemporary Art (MOCA)	97,604
Finance Account Clerk – Finance Department	22,183
Police Athletic League – Police Department	143,623



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Community Policing Enhancement for the CRA District with an emphasis on those portions of the NE 125 th Street, NW 7 th Avenue, West Dixie Highway, Biscayne Boulevard commercial corridors that are within the CRA District	182,000 Note: This is a new initiative for FY 2010-11
Total	\$1,140,162

Next Steps for Budget Review and Approval

It is recommended that the CRA Board further discuss and approve the FY 2010-11 Proposed Budget during the meeting on October 12, 2010.

The City Council will also be requested to approve the budget on October 12, 2010, and the CRA's FY 2010-11 Adopted Budget will be transmitted to Miami-Dade County to be processed for review and approval as soon as possible thereafter.

In addition to adopted budget and attachments, the CRA will be submitting as Exhibit 1 the FY 2010-11 budget summarized in the format required for submission to the County along with supporting detailed schedules for the budget with comparative figures for the FY 2009-10 adopted and amended budgets.

NMCRA board memo for 10-12-10 re FY 2010-11 Proposed Budget 100710

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ATTACHMENT A

NMCRA PROPOSED FY 2010-11 BUDGET

10-05-10

(1) Revenue and Expense Re-Cap	(2) Amended FY 2008-09 Budget	(3) Adopted FY 2009-10 Budget	(4) Amended FY 2009-10 Budget	(5) Projection FY 2009-10 Budget	(6) Proposed FY 2010-11 Budget	(7) Comments regarding the Proposed FY 2010-11 Budget
Revenue						
TIF Revenue	8,570,833	6,762,830	6,762,830	6,762,830	2,483,462	<p>NOTE: The City's TIF payment includes a proposed true-up adjustment based on prior year final taxable values dating back to FY 05-06 in the total amount of \$727,599. This issue is being reviewed by the CRA for further discussion with the City. The City payment calculation is: \$2,142,742 - 727,699 = \$1,415,143</p> <p>Est. Sources of the Prior Year Carryover:</p> <p>FY 05-06 \$ 34,005 FY 06-07 327,317 FY 07-08 198,916 FY 08-09 405,791 FY 09-10 <u>2,464,399</u> Total \$3,418,428</p>
-City of North Miami	[5,149,865]	[4,233,599]			[1,415,143]	
-Miami-Dade County	[3,420,768]	[2,529,231]			[1,088,309]	
Prior Year Carryover	2,606,440	3,459,169	3,459,169	3,459,169	3,418,428	
Other - LOC	179,262	350,000	350,000	-0-		
Other - City Advance for operations	215,000	215,000	215,000	215,000		
Other - City Advance for Pioneer Gardens						
Other - Interest	60,000	40,000	40,000	40,000	25,000	
Other - Misc.	19,000					
Other- Bel House Apts. Rents	115,000	33,000	33,000	32,975		
Other - Rehab Loan for Bel House Apte						
TOTAL REVENUE	\$11,765,325	\$10,859,999	\$10,859,999	\$10,509,974	\$8,928,880	
Expenses						
Personnel	750,000	530,000	530,000	460,000	460,000	
Operating	621,000	369,000	369,000	369,000	329,250	
Capital Outlay	30,000	2,500	2,500	2,500	2,500	
Subtotal - Operating Expenses	\$1,401,000	\$901,500	\$901,500	\$831,500	\$791,750	
Debt Service - Line of Credit	62,000	60,000	50,000	15,000	15,000	
Reserve for Debt Service					-0-	
County Administrative Fee	61,312	37,938	37,938	37,938	16,025	
County TIF Refund	2,282,066	1,642,155	1,642,155	1,642,155	675,482	
City Advance Repayment	250,000	215,000	215,000	215,000		
Sub-Total Expenses	4,036,378	2,846,593	2,846,593	2,741,593	1,498,257	
TOTAL Balance Remaining for Project and Program Allocations	\$7,728,947	\$8,013,406	\$8,013,406	\$7,768,381	\$4,428,623	

Redevelopment Projects, Programs & Activities;	(2) Amended FY 2008-09 Budget	(3) Revised Adopted FY 2009-10 Budget	(4) Amended FY 2009-10 Budget	(5) Projection FY 2009-10 Budget	(6) Proposed FY 2010-11 Budget	(7) Comments regarding the Proposed FY 2010-11 Budget
(A) Economic Development Assistance and Incentive Fund	1,356,920	1,134,769	1,134,769	406,450	1,218,628	Includes \$500K in carryover and \$350K in funds for new Commercial Grant projects. CRA Funds 80% of the support cost for the City's Economic Development Specialist including funding support for the City's Business Development Board and other operating expenses.
• Commercial Rehabilitation Program	[395,220]	[80,000]			[150,000]	
• Commercial Beautification Program		[148,319]			[200,000]	
• Carryover funds for Grants	[694,000]	[784,220]		[284,220]	[500,000]	
• % of the Support Cost for the City Econ. Dev. Specialist	[115,780]	[122,230]		[122,230]	[113,620]	
• Business Retention/Attraction and Economic Development Marketing Program					200,000	
• Support for Local Business or Merchant Association					30,000	
• Partnership Initiative Involving the CRA, City and Universities					25,000	
•						
• Micro-Business USA - North Miami Entrepreneurial Training & Micro-loan Program	[35,000]					
• Dynamic CDC - Business Outreach Services	[80,000]					
• Business Incentives and/or Financial Assistance	[56,920]					
(B) Commercial Corridor Improvement Program	400,000					
(C) Pioneer Gardens (Ruck's Park) Affordable Housing Development	1,394,382	1,336,883	1,336,883	871,883	420,000	Funds to complete the ongoing site remediation
• Homebuyer Counseling and Credit Qualifying	-0-	[100,000]				
• Legal Fees/Prof. Svcs.	[16,000]					
• Developer's Fee to NMH (Funding from the CRA LOC)	[179,262]	[250,000]				
• Special Audit (Inspector General)	-0-					
• Construction Mgt. Services						
• Site/Environmental Conditions	[1,199,130]	[986,883]				
(D) Residential Rehabilitation Program for homeowners	110,000	60,000	60,000	-0-	480,000	
(E) Homebuyer Subsidies for purchase of homes (excluding Pioneer Gardens at North Miami)	274,646	110,000	110,000	110,000	233,461	
(F) Home Mortgage Foreclosure Prevention	50,000					
(G) Downtown Development Master Plan, including NW 7 th Avenue and including exploration of a WIFI access system as a downtown/citywide enhancement	100,000	100,000	100,000	-0-	160,000	
(H) Strategic Land/Property Acquisitions	20,000	1,216,105	1,216,105	-0-	TBD	
(I) Neighborhood Beautification	650,000	650,000	650,000	650,000	820,000	
(J) Lease/Purchase of the Bel House Apartments	545,000	160,000	160,000	100,000		
(K) Rehab of Bel House Apts	1,100,000					
(L) Academic/Internship Program - \$82,600 request	100,000					
(M) MOCA Expansion A&E services and development support	1,300,000					
(N) Police Athletic League of North Miami	50,000					
(O) North Miami Community ID Retail Study	70,000					
(P) Security Enhancement at City Park	50,000	50,000	50,000	-0-		
(Q) Funding for Socio-Economic & Business Development Programs and Services that are consistent with the CRA Redevelopment Plan		250,000	250,000	220,000	50,000	
-Dynamic CDC		[30,000]				
-Fanm Ayleen Nan Miyami, Inc		[25,000]				
-Greater North Miami Chamber		[30,000]				
-JHS & Associates, Inc		[35,000]				
-NANAY, Inc.		[30,000]				

-North Miami Foundation for Senior Citizens Services		[30,000]				
-Partners for Self-Employment, Inc		[20,000]				
-Police Athletic League of NM		[25,000]				
-PTSA Collaboration		[25,000]				
(G1) Russell Life Skills & Reading Foundation, Inc.					30,000	
(R) 2010 U.S. Census Complete Count Outreach Support		39,094	39,094	39,094		
<u>(S) City Redevelopment Projects, Programs, & Activities</u>						
-Water & Sewer - Conservation Program	12,500					
-MOCA -- Jazz Music Monthly Concert Series	65,925	65,925	65,925	65,925	65,925	
- Commercial Corridor Improvement Program Clean Team - Public Works Department		255,482	255,482	255,482	244,841	CRA Funds 100%
- Commercial Corridor Improvement Program Code Enforcement/Compliance - Code Enforcement Department		78,910	78,910	78,910	79,343	CRA Funds 100%
- Holiday Enforcement Action Team (H.E.A.T.) - Police Department	39,360	39,360	39,360	39,360	39,360	
- Web/Channel 77 Administrator - Information Technology Department	17,101	27,640	27,640	27,640	25,950	CRA Funds 50%
- Buyer - Purchasing Department	23,113	37,489	37,489	37,489	28,405	CRA Funds 40%
- Museum Special Services (Development Director) - Museum of Contemporary Art (MOCA)		97,300	97,300	97,300	97,300	CRA Funds 100%
- Museum Education Curator - Museum of Contemporary Art (MOCA)		92,349	92,349	92,349	97,604	CRA Funds 100%
- Finance Account Clerk - Finance Department		29,049	29,049	29,049	22,183	CRA Funds 40%
- P&R Pepper Park Const. Mgmt. - Parks & Recreation Department		250,000	250,000	250,000		
- P&R Kiwanis Building - Parks & Recreation Department		228,170	228,170	228,170		
- P&R Pepper Park Batting Cage - Parks & Recreation Department		20,000	20,000	20,000		
- Police Athletic League - Police Department		145,000	145,000	145,000	143,623	
- Capital Improvement Projects as Identified by the City of North Miami in coordination with the CRA		1,548,981	1,548,981	1,548,981		
-Community Policing Enhancement for the CRA District					182,000	Provides funding for two (2) Police Officers dedicated to patrolling the CRA District
TOTAL	\$7,728,947	\$8,013,406	\$8,013,406	\$8,313,982	\$4,428,623	NOTE: This total includes \$1,140,182 which represents new funding to the City of North Miami to continue activities funded in the prior year by the CRA
SURPLUS/(SHORTFALL)	\$-0-	\$-0-	\$-0-	\$2,454,399	\$-0-	

ATTACHMENT B DRAFT North Miami CRA Tax Increment Financing (TIF) Revenue Projection for the FY 2010-11 Budget

	(A) Base Taxable Property Value (TV) (2004)	(B) FY 2005-06 2,832,812,249 +19% FY 2006-07 3,379,812,593 +18% FY 2007-08 3,926,812,937 +16% FY 2008-09 4,473,813,281 +14% FY 2009-10 5,020,813,625 +12% FY 2010-11 Estimate as of 10/05/10 5,567,813,969 (20.8%)	(C) FY 2005-06 2,832,812,249 +19% FY 2006-07 3,379,812,593 +18% FY 2007-08 3,926,812,937 +16% FY 2008-09 4,473,813,281 +14% FY 2009-10 5,020,813,625 +12% FY 2010-11 Estimate as of 10/05/10 5,567,813,969 (20.8%)	(D) FY 2005-06 2,832,812,249 +19% FY 2006-07 3,379,812,593 +18% FY 2007-08 3,926,812,937 +16% FY 2008-09 4,473,813,281 +14% FY 2009-10 5,020,813,625 +12% FY 2010-11 Estimate as of 10/05/10 5,567,813,969 (20.8%)	(E) FY 2005-06 2,832,812,249 +19% FY 2006-07 3,379,812,593 +18% FY 2007-08 3,926,812,937 +16% FY 2008-09 4,473,813,281 +14% FY 2009-10 5,020,813,625 +12% FY 2010-11 Estimate as of 10/05/10 5,567,813,969 (20.8%)	(F) FY 2005-06 2,832,812,249 +19% FY 2006-07 3,379,812,593 +18% FY 2007-08 3,926,812,937 +16% FY 2008-09 4,473,813,281 +14% FY 2009-10 5,020,813,625 +12% FY 2010-11 Estimate as of 10/05/10 5,567,813,969 (20.8%)	(G) FY 2005-06 2,832,812,249 +19% FY 2006-07 3,379,812,593 +18% FY 2007-08 3,926,812,937 +16% FY 2008-09 4,473,813,281 +14% FY 2009-10 5,020,813,625 +12% FY 2010-11 Estimate as of 10/05/10 5,567,813,969 (20.8%)	(H) FY 2005-06 2,832,812,249 +19% FY 2006-07 3,379,812,593 +18% FY 2007-08 3,926,812,937 +16% FY 2008-09 4,473,813,281 +14% FY 2009-10 5,020,813,625 +12% FY 2010-11 Estimate as of 10/05/10 5,567,813,969 (20.8%)	
(1) City of North Miami (CNA)	1,917,218,123	2,282,812,249	2,739,812,593	3,196,812,937	3,653,813,281	4,110,813,625	4,567,813,969	5,024,813,313	5,481,813,657
(2) CNM CRA Area TV	869,122,633	1,050,153,621	1,231,284,609	1,412,419,597	1,593,554,585	1,774,689,573	1,955,824,561	2,136,959,549	2,318,094,537
(3) CNM CRA Area - Westside TV	879,399,850 (f) - per City	1,060,153,621	1,241,284,609	1,422,419,597	1,603,554,585	1,784,689,573	1,965,824,561	2,146,959,549	2,328,094,537
(4) CNM CRA Area - Eastside TV	869,122,633	1,050,153,621	1,231,284,609	1,412,419,597	1,593,554,585	1,774,689,573	1,955,824,561	2,136,959,549	2,318,094,537
(5) CNM TIF Revenue Payment @95%	879,399,850 (f) - per City	1,060,153,621	1,241,284,609	1,422,419,597	1,603,554,585	1,784,689,573	1,965,824,561	2,146,959,549	2,328,094,537
(6) Miami-Dade County (MDC) CRA Area TV	869,122,633	1,050,153,621	1,231,284,609	1,412,419,597	1,593,554,585	1,774,689,573	1,955,824,561	2,136,959,549	2,318,094,537
(7) MDC CRA Area TV Increment	870,434,294 (f) - per County	1,060,153,621	1,241,284,609	1,422,419,597	1,603,554,585	1,784,689,573	1,965,824,561	2,146,959,549	2,328,094,537
(8) MDC Property Tax Millage Rate	5.835	5.835	5.835	5.835	5.835	5.835	5.835	5.835	5.835
(9) MDC Gross TIF Revenue Payment w/o Refund @95%	1,003,500	1,283,730	1,563,960	1,844,190	2,124,420	2,404,650	2,684,880	2,965,110	3,245,340
(10) Total City and MDC Gross TIF Payments @95%	1,888,353	2,343,863	2,799,373	3,254,883	3,710,393	4,165,903	4,621,413	5,076,923	5,532,433
(11) 20% Administrative Exp. Cap	377,671	468,773	559,875	650,977	742,079	833,181	924,283	1,015,385	1,106,487
(12) MDC Excluded TV for Refund (Westside TV)	854,708,441	995,684,889	1,136,661,337	1,277,637,785	1,418,614,233	1,559,589,681	1,700,565,129	1,841,540,577	1,982,516,025
(13) MDC Incremental Excluded TV for Refund	14,414,192	54,468,732	94,523,272	134,577,812	174,632,352	214,686,892	254,741,432	294,795,972	334,850,512
(14) MDC Adjusted Net TV (6-12) (Eastside TV)	14,414,192	54,468,732	94,523,272	134,577,812	174,632,352	214,686,892	254,741,432	294,795,972	334,850,512
(15) MDC Incremental Adjusted Net TV (14-14A) (Total TV of Biscayne Landing Site (Total P. 06-221-034-010))	14,414,192	54,468,732	94,523,272	134,577,812	174,632,352	214,686,892	254,741,432	294,795,972	334,850,512
(16) Total TV of Biscayne Landing Site (Total P. 06-221-034-010)	14,414,192	54,468,732	94,523,272	134,577,812	174,632,352	214,686,892	254,741,432	294,795,972	334,850,512
(17) TIF Revenue Refunded to MDC	14,414,192	54,468,732	94,523,272	134,577,812	174,632,352	214,686,892	254,741,432	294,795,972	334,850,512
(18) MDC Net TIF Revenue Payment after Refund (6-17)	1,873,939	2,289,395	2,704,851	3,120,307	3,535,763	3,951,219	4,366,675	4,782,131	5,197,587
(19) Total City and Net MDC TIF Revenue Payments (6-18)	1,888,353	2,343,863	2,799,373	3,254,883	3,710,393	4,165,903	4,621,413	5,076,923	5,532,433
(20) Total Budgeted Operating Expenses (excluding Debt Service, County Admin. Fee, County TIF Refund, and City Advance Payment)	1,166,805	1,220,319	1,274,833	1,329,347	1,383,861	1,438,375	1,492,889	1,547,403	1,601,917
(21) Balance of TIF Revenue available for Projects, Programs and Long-term Debt Service	\$517,052	\$2,123,544	\$2,524,540	\$2,925,536	\$3,326,532	\$3,727,528	\$4,128,524	\$4,529,520	\$4,930,516

ATTACHMENT C

NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY FY 2010-11 PROPOSED PERSONNEL SERVICES EXPENSES & COST ALLOCATION

Position	Regular Salary	Auto Expense Allowance	Total Taxable Earnings	Social Security (FICA) - Employer Contribution	Medicare (MICA) - Employer Contribution	Health Insurance	Dental Insurance	Life Insurance	Disability Insurance	Worker's Compensation	Pension - Employer Contribution	Total Fringe Benefits	Salary Allocation to Admin. Budget	Salary Allocation to Project Budget	Fringe Benefit Allocation to Admin. Budget	Fringe Benefit Allocation to Project Budget	Total Personnel Services
Executive Director	202,550	6,000	208,550	6,622	3,024	16,266	1,219	1,089	1,872	969	20,255	51,316	104,275 (50%)	104,275 (50%)	25,658 (50%)	25,658 (50%)	259,866
Finance Manager	77,250		77,250	4,790	1,121	16,266	1,219	213	968	370	7,725	32,872	38,625 (50%)	38,625 (50%)	16,336 (50%)	16,336 (50%)	109,922
Special Projects Manager	56,650		56,650	3,513	822	7,601	190	191		271	5,665	18,253	28,325 (50%)	28,325 (50%)	9,126 (50%)	9,126 (50%)	74,903
Executive Secretary (Part-time @ 18.55/Hr & 30 hrs per wk)	28,938		28,938	2,480	580					138		3,198	28,938 (100%)		3,198 (100%)		28,938
Sub-Total Proposed	365,388 (16,823)	6,000	371,388 (16,823)	17,405	5,547	40,133	2,628	1,493	2,840	1,748	33,645 (1,682)	105,439 (1,682)	200,163 (8,412)	171,225 (8,411)	54,319 (841)	51,120 (841)	473,629 (18,505)
Total Contingency Revised	349,565	6,000	354,565	17,405	5,547	40,133	2,628	1,493	2,840	1,748	31,963	103,757	191,751	162,814	53,478	50,279	458,322 (1,678)
Total																	460,000

Notes:

- (1) Budgeted Regular Salary projections for staff positions filled as of 9/30/10 with no provision for any salary increases. Including the proposed FY 2010-11 budget, regular salaries for full-time positions have not been increased in three consecutive years. For FY 2010-11 the salaries and pension contributions for all full-time employees are proposed to be reduced by 5%.
- (2) CRA pays 100% of the annual cost for Health and dental insurance coverage obtained through the City of North Miami for each eligible full-time employee. Projected costs for FY 2010-11 are based on actual costs for FY 2009-10 with a 20% contingency included to cover any cost increase.
- (3) CRA pays 100% of the cost for the Executive Director's Life Insurance and Disability Insurance per contract, and pays 100% of the cost for Life Insurance coverage in the amount of one (1) times the employee's gross annual salary for all other full-time employees in addition to paying for Disability Insurance for all full-time employees.
- (4) CRA pays the cost of required employer contributions and insurance coverage. As a percentage of the salary appropriation the employer's FICA contribution is estimated at 6.2%, the Medicare contribution is estimated at 1.45%, and the Worker's Compensation contribution is estimated at 0.5%.
- (5) CRA pays 100% of the Pension cost based on a contribution of 10% of the gross salary for each full-time employee.

ATTACHMENT D-1

**NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY
FY 2010-11 PROPOSED SCHEDULE OF OPERATING EXPENSES AND
CAPITAL OUTLAY**

<u>Operating Expenses</u>	Adopted	Proposed	<u>FY 2010-11</u>	
	<u>FY 2009-10</u>	<u>FY 2010-11</u>	<u>Admin.</u>	<u>Project</u>
Prof. Services (see Attachment D-2)	215,000	182,500	82,500	100,000
Other Services:				
Finance & Bank Charges	750	250	250	
Licenses & Permit Fees	<u>250</u>	<u>500</u>	<u>500</u>	
Subtotal – Other Svcs.	1,000	750	750	
Insurance	15,000	15,000	15,000	
Marketing & Promotion:				
Marketing	35,000	25,000		25,000
Sponsorships & Contrib.	<u>15,000</u>	<u>15,000</u>		<u>15,000</u>
Subtotal – Marketing & Promotion	50,000	40,000		40,000
Printing & Reproduction	10,000	10,000	5,000	5,000
Communications:				
Advertising & Notices	3,500	3,500	3,500	
Postage & Delivery	1,000	1,500	1,500	
Telephone/DSL/Cable TV	4,500	4,500	4,500	
Internet/Web Services	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	
Subtotal – Communications	10,000	10,500	10,500	
Leases & Rentals:				
Office Rental	30,000	30,000	30,000	
Equipment Rental	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	
Subtotal – Leases & Rentals	35,000	35,000	35,000	
Repair & Maintenance:				
Computer Maintenance	1,000	1,000	1,000	
Office Cleaning	<u>1,000</u>	<u>1,500</u>	<u>1,500</u>	
Subtotal – Repair & Maint.	1,000	2,500	2,500	
Supplies:				
Office Supplies	3,000	3,000	3,000	
Operating Supplies	2,000	2,000	2,000	
Data Processing				
Supplies/Software	1,000	1,000	1,000	
Books & Subscriptions	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	
Subtotal – Supplies	7,000	7,000	7,000	

ATTACHMENT D-1

	<u>Adopted</u> <u>FY 2009-10</u>	<u>Proposed</u> <u>FY 2010-11</u>	<u>FY 2010-11</u>	
			<u>Admin.</u>	<u>Project</u>
Other Oper. Expenses:				
Travel				
Conferences	20,000	20,000	20,000	
Meetings	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	
	21,500	21,500	21,500	
Local Meetings & Schools	400	400	400	
Mileage, Tolls & Parking Fees	100	100	100	
Dues & Memberships	<u>3,000</u>	<u>4,000</u>	<u>4,000</u>	
Subtotal – Other Oper. Exp.	25,000	26,000	26,000	
Total Operating Expenses	\$369,000	\$329,250	184,250	145,000
 <u>Capital Outlay</u>				
Office Furniture	1,000	1,000	1,000	
Computer Equipment	1,500	1,500	1,500	
Other Office Equipment	<u>-0-</u>	<u>-0-</u>	<u> </u>	
Total Capital Outlay	\$ 2,500	\$ 2,500	2,500	
 TOTAL OPER. EXP. & CAPITAL OUTLAY	 \$371,500	 \$331,750	 186,750	 145,000

ATTACHMENT D-2

NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY FY 2010-11 PROPOSED SCHEDULE OF LEGAL AND PROFESSIONAL SERVICES

	<u>FY 2010/11</u>		<u>FY 2010/11</u>	
	<u>FY 2009-10</u>	<u>Budget</u>	<u>Admin. Budget</u>	<u>Project Budget</u>
<u>Legal and Professional Services</u>				
Accounting & Auditing (1)	10,000	12,500	12,500	-
Legal Services (2)	100,000	90,000	60,000	30,000
Financial Advisory Services (3)	10,000	10,000		10,000
Bond Counsel Services (4)	5,000	5,000		5,000
Community Outreach Services (5)	40,000	40,000	10,000	30,000
Other/Misc. Professional Services (6)	50,000	25,000		25,000
 Total – Professional Services	<u>215,000</u>	<u>182,500</u>	<u>82,500</u>	<u>100,000</u>

NOTES:

- (1) Services to be provided by Harvey Covington & Thomas as per contract for year number two to conduct the FY 2009-10 independent audit.
- (2) Services to be provided by Gray Robinson, PA per contractual agreement.
- (3) Services to be provided by First Southwest per contractual agreement.
- (4) Services to be provided by Squire Sanders per contractual agreement.
- (5) Services to be provided by Guylene Berry per contractual agreement.
- (6) Services to be provided by a variety of professional consultants to be selected as needed

RESOLUTION NO. _____

A RESOLUTION OF THE CHAIRMAN AND BOARD MEMBERS OF THE NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY, APPROVING THE FISCAL YEAR 2010-2011 BUDGET; AUTHORIZING THE CRA EXECUTIVE DIRECTOR TO TRANSMIT THE FISCAL YEAR 2010-2011 BUDGET TO THE CITY OF NORTH MIAMI AND MIAMI-DADE COUNTY; AUTHORIZING THE CRA EXECUTIVE DIRECTOR TO TAKE ALL ACTION NECESSARY TO COMPLETE THE APPROVAL PROCESS FOR THE FISCAL YEAR 2010-2011 BUDGET WITH THE CITY OF NORTH MIAMI AND MIAMI-DADE COUNTY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Interlocal Cooperation Agreement between the North Miami Community Redevelopment Agency (the "CRA"), the City of North Miami (the "City") and Miami-Dade County (the "County") requires, among other things, the CRA to annually adopt and transmit a budget and annual report to the County for review and approval by the Board of County Commissioners (the "Board"); and

WHEREAS, the Interlocal Cooperation Agreement also requires that the annual budget for the CRA be adopted by the CRA and the City prior to review and approval by the Board; and

WHEREAS, the proposed CRA Fiscal Year 2010-2011 Budget is attached hereto as Exhibit "A"; and

WHEREAS, the Chairman and Board Members of the CRA desire to approve the CRA Fiscal Year 2010-2011 Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CHAIRMAN AND BOARD MEMBERS OF THE NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY:

Section 1. Recitals. The recitals in the whereas clauses are true and correct, and incorporated into this Resolution.

Section 2. Chairman and Board Members approval and adoption of Budget. The Chairman and Board Members of the North Miami Community Redevelopment Agency hereby approve and adopt the CRA Fiscal Year 2010-2011 Budget attached hereto as Exhibit "A".

Section 3. Transmittal of Budget. The CRA Executive Director is hereby authorized to transmit the Fiscal Year 2010-2011 Budget to the City and the County for review and approval thereby.

Section 4. Authority of Executive Director. The CRA Executive Director is hereby authorized to take all action necessary to complete the approval process for the Fiscal Year 2010-2011 Budget with the City and the County.

Section 5. Effective Date. This Resolution shall take effect immediately upon approval.

PASSED AND ADOPTED by a _____ vote of the Chairman and Board Members of the North Miami Community Redevelopment Agency, this _____ day of October, 2010.

ATTEST:

NORTH MIAMI COMMUNITY
REDEVELOPMENT AGENCY

ALIX DESULME
CITY CLERK

ANDRE D. PIERRE, ESQ.
CHAIRMAN

APPROVED AS TO FORM:

GRAY ROBINSON, P.A.
CRA ATTORNEY

SPONSORED BY: ADMINISTRATION

Moved by: _____

Seconded by: _____

Vote:

Chairman Andre D. Pierre, Esq.	_____ (Yes)	_____ (No)
Board Member Michael R. Blynn	_____ (Yes)	_____ (No)
Board Member Scott Galvin	_____ (Yes)	_____ (No)
Board Member Marie Erlande Steril	_____ (Yes)	_____ (No)
Board Member Jean R. Marcellus	_____ (Yes)	_____ (No)



AGENDA ITEM 2

NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY

CRA Board
 Andre D. Pierre, Esq., Chair
 Michael R. Blynn, Esq.
 Scott Galvin
 Jean R. Marcellus
 Marie Erlande Steril

Executive Director
 Tony E. Crapp, Sr.

CRA Attorney
 Steven W. Zelkowitz

CRA Secretary
 Alix Desulme

Date: October 12, 2010

To: Honorable Chairman and Members
 CRA Board of Commissioners

From: Tony E. Crapp, Sr.
 Executive Director

Subject: **Appointment/Re-Appointment of CRA Advisory
 Committee Members**

It is recommended that the CRA Board consider (a) appointments for one (1) vacancy on the CRAAC for a term that will expire on 9/11/2012; and (b) the appointment or re-appointment of five (5) members to fill the expired terms on the CRAAC as of 9/11/2010. The table below presents the current members and terms of appointment to the CRAAC.

Appointing Member and Name of Appointees	Membership Category	Date Term Expires
Honorable Chairman Andre D. Pierre:		
Ricardo Brutus	Resident	9/11/2011
Kenneth Each	Business	9/11/2010
Honorable Commissioner Michael R. Blynn:		
Michael McDearmaid, Chair	Resident	9/11/2011
Mark Wolin	Business	9/11/2010
Honorable Commissioner Jean Rodrigue Marcellus:		
Roseline Philippe	Resident	9/11/2010
Arnold Delva	Business	9/11/2011

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 North Miami's
 Tomorrow!*

615 NE 124th Street
 North Miami, FL 33161
 P: 305.899.0272
 F: 305.899.9376

www.NorthMiamiCRA.org



AGENDA ITEM 2

NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY

CRA Board
 Andre D. Pierre, Esq., Chair
 Michael R. Blynn, Esq.
 Scott Galvin
 Jean R. Marcellus
 Marie Erlande Steril

Executive Director
 Tony E. Crapp, Sr.

CRA Attorney
 Steven W. Zerkowitz

CRA Secretary
 Alix Desulme

Honorable Commissioner Scott Galvin:		
Clark Reynolds	Business	9/11/2011
Armando Vidal, Vice Chair	Resident	9/11/2010
Honorable Commissioner Marie Erlande Steril:		
Duke Sorey	Resident	9/11/2011
VACANT	Business	9/11/2010
At-Large:		
Blanca Cobo	Business	9/11/2011
Clint Bower	Resident	9/11/2010

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NMCRA board memo for 101210 re CRAAC Vacancies tecsr 100510

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