

City of Miami

*City Hall
3500 Pan American Drive
Miami, FL 33133
www.miamigov.com*



Meeting Agenda

Thursday, July 25, 2013

12:00 PM

**City Hall
3500 Pan American Drive
Miami, FL 33133**

SEOPW Community Redevelopment Agency

*Michelle Spence-Jones, Chair
Wifredo (Willy) Gort, Vice Chair
Marc David Sarnoff, Commissioner
Frank Carollo, Commissioner
Francis Suarez, Commissioner

**SEOPW CRA OFFICE ADDRESS:
1490 NW 3rd Avenue, Suite 105
Miami, FL 33136**

**Phone: (305) 679-6800, Fax: (305) 679-6835
www.miamicra.com**

FINANCIALS

1. **CRA REPORT**
13-00845 FINANCIAL SUMMARY THROUGH MONTH ENDING JUNE 30, 2013

RESOLUTIONS

2. **CRA RESOLUTION**
13-00846 A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("CRA") AUTHORIZING A GRANT, IN AN AMOUNT NOT TO EXCEED \$80,000, TO NEIGHBORS AND NEIGHBORS ASSOCIATION, INC., TO UNDERWRITE COSTS ASSOCIATED WITH THE CONTINUED OPERATION OF THE BUSINESS INCUBATOR AND DEVELOPMENT PROGRAM, AND THE OPERATION OF THE COMMUNITY WORKFORCE TRAINING PROGRAM; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY FOR SAID PURPOSE; AUTHORIZING THE EXECUTIVE DIRECTOR TO DISBURSE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION; FUNDS TO BE ALLOCATED FROM SEOPW TAX INCREMENT FUND, ENTITLED "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.
3. **CRA RESOLUTION**
13-00847 A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("CRA") ACCEPTING THE EXECUTIVE DIRECTOR'S RECOMMENDATION OF SANSON, KLINE, JACOMINO, TANDOC & GAMARRAS, LLP ("SKJTG") TO PROVIDE EXTERNAL AUDITING SERVICES TO THE CRA; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT WITH SKJTG FOR EXTERNAL AUDITING SERVICES FOR AN INITIAL TERM OF TWO (2) YEARS AT AN ANNUAL FEE FOR BASIC AUDIT SERVICES NOT TO EXCEED \$25,000 PER YEAR, FOR A TOTAL AMOUNT NOT TO EXCEED \$50,000 FOR THE INITIAL TWO-YEAR TERM, WITH OPTIONS TO RENEW FOR THREE (3) ADDITIONAL ONE (1) YEAR PERIODS; FUNDS TO BE ALLOCATED FROM SEOPW TAX INCREMENT FUND, ENTITLED "ACCOUNTING AND AUDITING," ACCOUNT CODE NO. 10050.920101.532000.0000.00000.
4. **CRA RESOLUTION**
13-00848 A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY DEALLOCATING \$1,120,088.00 PREVIOUSLY AUTHORIZED BY RESOLUTION NO. CRA-R-11-0032 FOR THE DEVELOPMENT OF THE GREENWAY, FROM NW 3RD AVENUE TO NW 7TH AVENUE ALONG NW 11TH TERRACE, MIAMI, FLORIDA; AUTHORIZING THE EXPENDITURE OF FUNDS, IN AN AMOUNT NOT TO EXCEED \$1,000,000, FOR ADDITIONAL UPGRADES AND IMPROVEMENTS TO GIBSON PARK, 401

NW 3RD AVENUE, MIAMI, FLORIDA, PROVIDED THAT SAID ADDITIONAL FUNDING IS EQUALLY MATCHED BY OTHER FUNDING SOURCES; AUTHORIZING THE EXECUTIVE DIRECTOR TO DISBURSE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY FOR SAID PURPOSE; ALLOCATING FUNDS FROM SEOPW TAX INCREMENT FUND, "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

5.

CRA RESOLUTION

13-00849

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING THE ISSUANCE OF A REQUEST FOR PROPOSALS FOR THE SALE OF THE GRAND PROMENADE (FOLIO NOS. 01-0101-070-1011 AND 01-0101-090-1030).

6.

CRA RESOLUTION

13-00850

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("CRA"), AUTHORIZING THE EXECUTIVE DIRECTOR TO TRANSFER FUNDS, IN THE AMOUNT OF \$30,000, TO THE BUDGET OF THE OFFICE OF THE CITY CLERK FOR SERVICES TO BE RENDERED DURING FISCAL YEAR 2014 AS CLERK OF THE BOARD, CONTINGENT UPON ANY UNUSED FUNDS BEING RETURNED TO THE CRA AT THE END OF THE FOURTH QUARTER OF FISCAL YEAR 2014; ALLOCATING FUNDS FROM GENERAL OPERATING FUND, ENTITLED "INTERFUND TRANSFER," ACCOUNT CODE NO 10050.920101.891000.0000.00000.

7.

CRA RESOLUTION

13-00851

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("CRA") AUTHORIZING THE EXPENDITURE OF FUNDS, IN AN AMOUNT NOT TO EXCEED \$185,000, FOR THE INSTALLATION OF THE LYRIC PLAZA, LOCATED AT 831 AND 841 NW 2ND AVENUE, MIAMI, FLORIDA; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY FOR SAID PURPOSE; FUNDS TO BE ALLOCATED FROM SEOPW TAX INCREMENT FUND, ENTITLED "CONSTRUCTION IN PROGRESS," ACCOUNT CODE NO. 10050.920101.670000.0000.00000.

8.

CRA RESOLUTION

13-00852

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("CRA"), WITH ATTACHMENT(S), APPROVING AND ADOPTING THE CRA'S PROPOSED GENERAL OPERATING TAX INCREMENT FUND BUDGET FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2013 AND ENDING SEPTEMBER 30, 2014 SET FORTH IN ATTACHMENT "A"; DIRECTING THE EXECUTIVE DIRECTOR TO TRANSMIT A COPY OF SAID BUDGET TO THE CITY OF MIAMI AND MIAMI-DADE COUNTY.

9.

CRA RESOLUTION

13-00853

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY, WITH ATTACHMENT(S), DELALLOCATION REMAINING FUNDS ASSOCIATED WITH PROJECTS, AS MORE SPECIFICALLY SET FORTH IN ATTACHMENT "A."

10.

CRA RESOLUTION

13-00854

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("CRA") AUTHORIZING A GRANT, IN AN AMOUNT NOT TO EXCEED \$66,000, TO THE BLACK ARCHIVES, HISTORY AND RESEARCH FOUNDATION OF SOUTH FLORIDA, INC., TO UNDERWRITE COSTS ASSOCIATED WITH THE INSTALLATION OF VISUAL EQUIPMENT AT THE LYRIC THEATER NECESSARY FOR FILM SCREENING AND OTHER RELATED ACTIVITIES; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY FOR SAID PURPOSE; AUTHORIZING THE EXECUTIVE DIRECTOR TO DISBURSE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION; FUNDS TO BE ALLOCATED FROM SEOPW TAX INCREMENT FUND, ENTITLED "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

AGENDA ITEM # 1

**Southeast Overtown Park West
Community Redevelopment Agency
Financial Summary
June 30, 2013**

SEOPW CRA
Combined Statement of Financial Position
June 30, 2013

	<u>SEOPW</u>
Assets	
Cash - Unrestricted	\$250,000
Cash Allocated For Administration (Agency Administration, Outside Legal Counsel and State/Federal Lobbyists)	\$1,238,723
Cash Allocated For Residential Developments/Real Estate Acquisition/Debt Service	\$15,352,494
Cash Allocated For Other Redevelopment Expenditures (Job Creation, Quality of Life and Arts and Culture)	\$4,524,056
Cash Allocated For Infrastructure	\$3,852,496
Cash Allocated For Gibson Park and Indoor Basketball Court	\$4,255,922
Total Assets	<u>\$29,473,691</u>
Liabilities and Fund Balance	
Account Payables	\$0
FY 2012 Fund Balance (Audited)	\$25,490,841
Current Year Fiscal Year 2013	\$3,982,850
Total Liabilities and Fund Balance	<u>\$29,473,691</u>

SEOPW CRA
Combined Statement of Revenues and Expenditures
for the period ended
June 30, 2013

		SOUTHEAST OVERTOWN PARK WEST			
		FY 2013	FY 2013	FY 2013	
		APPROVED	AS OF	% of	
		BUDGET	6/30/2013	Budget	Variance
SUMMARY					
REVENUES					
	TAX INCREMENT REVENUES	\$6,077,969	\$6,077,996	\$1	-\$27
	CONTRIBUTION GOVTS-COUNTY	\$3,709,282	\$3,709,255	\$1	\$27
	CHILDREN TRUST FUND CONTRIBUTION				\$0
	OTHER REVENUES/CARRYOVER FB 2012	\$25,656,532	\$30,266	\$0	\$25,626,266
	TOTAL REVENUES	\$35,443,783	\$9,817,517	\$0	\$25,626,266
EXPENDITURES					
	COMMUNITY REDEV EXPENSES	\$33,920,847	\$5,435,854	\$0	\$28,484,993
	GENERAL GOVERNMENT	\$1,272,936	\$398,813	\$0	\$874,123
	BUDGET RESERVE	\$250,000		\$0	\$250,000
	TOTAL EXPENDITURES	\$35,443,783	\$5,834,667	\$0	\$29,609,116
	REVENUE LESS EXPENDITURES		\$3,982,850		

AGENDA ITEM # 2

SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE MEMORANDUM

To: Board Chair Michelle Spence-Jones
and Members of the CRA Board

Date: July 18, 2013 File: 13-00846

Subject: Resolution Authorizing a Grant to NANA for
the Business Incubator and Community Work
Training Programs.


From: Clarence E. Woods, III
Executive Director

References:

Enclosures: Supporting Documentation; Resolution

BACKGROUND:

It is recommended that the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") approve and adopt the attached Resolution authorizing issuance of a grant, in an amount not to exceed \$80,000, to Neighbors and Neighbors Association, Inc. ("NANA") to underwrite costs associated with the continued operation of the Business Incubator and Development Program, and the operation of the Community Workforce Training Program.

NANA is a non-profit corporation established in 1995 to assist small businesses throughout Miami-Dade County, and has been retained by Miami-Dade County to provide technical assistance for its Mom and Pop Small Business Grant Program and its Micro Loan Program. In recognition of NANA's success with small businesses and job creation, the CRA has authorized grants to NANA in the past to ensure that specialized technical assistance tailored to the needs of the Redevelopment Area are available to complement and further the CRA's economic development efforts.

NANA seeks assistance from the CRA to continue the administration of the Business Incubator and Development Program currently operates at the NANA's Business Resource Center, 1490 NW 3rd Avenue, Miami, Florida. The Business Incubator and Development Program has served a number of local small businesses by enabling access to, among other things, technical assistance, workshops and training, office services, assistance with identifying capital funding sources, and a business mentoring partnership.

NANA also seeks assistance in implementing the Community Workforce Training Program, which aims to ensure that local residents have the necessary skills and certifications that will increase their job readiness. The Community Workforce Training Program will consist of employment screening, placement, and referrals of local residents seeking to obtain gainful employment.

JUSTIFICATION:

Section 2, Goals 4 and 6, at page 11, of the 2009 Southeast Overtown/Park West Redevelopment Plan (the "Plan") lists the "creat[ion of] jobs within the community," and "improving the quality of life for residents" as a stated redevelopment goals. Section 2, Principle 6, at Page 15, of the Plan also provides for the improvement of the neighborhood economy and the expansion of economic opportunities through the enhancement of existing businesses and local entrepreneurs, as well as the attraction of new businesses that provide needed services and opportunities. This Resolution furthers the aforementioned redevelopment goals and principles.

FUNDING:

\$80,000 from SEOPW Tax Increment Fund, "Other Grants and Aids," Account Code No.
10050.920101.883000.0000.00000.

NEIGHBORS AND NEIGHBORS ASSOCIATION, INC. ("NANA")

**Overtown Business and Community Work Training Program Resource Center
For the Southeast Overtown/Park West Redevelopment Area**

I. ORGANIZATIONAL EXPERIENCE

NANA has been funded by the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") since 2008. NANA has a wealth of experience in assisting small businesses to realize economic success. NANA's technical assistance includes, but is not limited to, assisting businesses with technical support by offering business training, negotiating with government agencies, permits, license, code compliance, completing loan and grant applications, landlord/tenant disputes, 40-year building recertification, on-site visits/on the job training, assist Miami-Dade County Business Entity Registration Application, help with completing a Daily Sales Report for business owners that are not computer literate and referrals. NANA's goal to help small businesses and to support economic development initiatives is clearly evident from the nature of the numerous programs administered by NANA.

A. MIAMI-DADE COUNTY'S "MOM AND POP SMALL BUSINESS GRANT PROGRAM"

Examples of the aforementioned can be seen in NANA's administration of Miami-Dade County's "Mom and Pop Small Business Grant Program," in which NANA has created an avenue to access dedicated funding through Miami-Dade County. The "Mom and Pop Small Business Grant Program" was created to provide financial and technical assistance to qualified small businesses that are approved for funding. In turn, small businesses have been afforded the opportunity to interact with local government under favorable conditions and this relationship has ultimately worked towards bridging the gap between the small business community and local governmental entities. Funding from the "Mom and Pop Small Business Grant Program" can be used to purchase equipment, supplies, advertising/marketing inventory, building liability insurance, security systems and to make minor renovations.

NANA helped to develop the grant process for the "Mom and Pop Small Business Grant Program" in order to ensure that funding reach those eligible businesses in need. Participants in the "Mom and Pop Small Business Grant Program" are afforded technical assistance to help create better working and business environments, promote economic development opportunities, and educate small businesses on the various programs and projects that benefit small businesses. As a result, financial assistance has been made available to over 6,000 small businesses throughout Miami-Dade County.

B. MIAMI-DADE COUNTY'S MICRO LOAN PROGRAM

As with the "Mom and Pop Small Business Program," NANA also administers Miami-Dade County's Micro Loan Program, which provides direct technical assistance to a minimum of 300 small businesses throughout Miami-Dade County in order to assist said businesses in becoming efficient and profitable. Additionally, small businesses are able to access funding through a loan process that considers the economic circumstances of these small businesses.

C. CITY OF MIAMI'S MICRO ENTERPRISE BUSINESS ASSISTANCE PROGRAM

NANA administers the City of Miami's Micro Enterprise Business Program, which provides funding, up to \$10,000, to low to moderate income business owners located in the City of Miami's District 5.

D. SMALL BUSINESS FORMATION WORKSHOP

The Small Business Formation Workshop provided by NANA offers a thorough overview of all the considerations and components of starting a business. Participants in the workshop learn how to incorporate as a corporate business entity, and what type of corporation status their particular business needs, as well as the various legal entities involved in incorporating. The workshop also offers participants a corporate kit filling.

II. BUSINESS INCUBATOR AND DEVELOPMENT PROGRAM; COMMUNITY WORKFORCE TRAINING PROGRAM

A. REQUEST

NANA seeks to continue the provision of assistance to small businesses and to expand its efforts to reach individual residents to help develop job opportunities for said residents. To achieve this, NANA hopes to continue its administration of the Business Incubator and Development Program at the Overtown Business Resource Center, and to develop and administer Community Workforce Training Program.

The Business Incubator and Development Program will continue to provide office space and direct technical assistance to small businesses with the hope of creating job opportunities for residents. Participants in the Business Incubator and Development Program will benefit from various training exercises and exposure to successful business owners who can act as mentors.

The Community Workforce Training Program will help to prepare residents throughout the Redevelopment Area to enter into stable, gainful employment by identifying their level of job readiness and providing them with the skills necessary to enter into the workforce.

NANA is interested in continuing its administration of Business Incubator and Development Program because the services offered through said Program complement our organizational goals and objectives of offering direct assistance to small businesses, while also serving to support economic development in the Redevelopment Area.

For the Community Workplace Training Program, NANA's long term mission is will be met because NANA is looking to expand beyond providing technical assistance to small businesses and include assisting individuals that reside within the communities we serve. This program enables NANA to provide direct assistance to the participating residents in order to ensure that they have an opportunity to participate in the broader revitalization of the Redevelopment Area.

B. DESCRIPTION AND SCOPE

1. BUSINESS INCUBATOR AND DEVELOPMENT PROGRAM

The Business Incubator and Development Program consists of providing incubator space each month to a minimum of five (5) businesses owned within the Redevelopment Area. Services provided through this program include:

- Access to various business related workshops and training
- Computer use and Wi-Fi access
- Business advice and technical assistance, including one-on-one counseling.
- Access to site visits of successful business enterprises and participation in a business mentoring partnership

- Office services, including copies, telephone and facsimile use, and notary services
- Access to conference space
- Business referrals
- Assistance with the preparation of a business plan
- Assistance with obtaining business licenses
- Assistance with identifying capital funding sources
- Link business to City/County websites (advertising)

In an effort to ensure that participating businesses are fully realizing the benefits offered, NANA will monitor businesses that receive incubator space by evaluating the following:

- Program participation/completion
- Attainment of required licenses/permits
- Workshop/training session attendance
- Sales/Gross receipts

Additionally, invited guest speakers will be participating and offering business insights and opportunities in their respective fields (i.e., Department of Treasury/IRS, Barry University Entrepreneurial Institute, City of Miami Purchasing Department, South Florida Workforce, Accion USA, Partners for Self Employment, Service Corp. of Retired Executives (SCORE), Florida Women’s Center, Miami-Dade County Department of Procurement Management, etc.)

Business participants are generally small businesses located in low to very low income areas and their customer base also falls into the low to very low income category, and whose census tracts with the L/M population is fifty-one percent or more.

NANA also intends to leverage benefits afforded to participating businesses under the Incubator and Development Program with the other programs administered by NANA on behalf of the City of Miami and Miami-Dade County.

2. COMMUNITY WORKFORCE TRAINING PROGRAM

The Community Workforce Training Program consists of providing on-site background and certification screening for specific employment projects. Specifically, NANA screening will include the following:

- Register the potential employee into Work Training database
- Review & help create resumes when needed
- Provide drug screening (pre-employment and during)
- Evaluate job readiness
- Preparation for Placement
- Referrals to other services (training, schools, etc.)

NANA hopes to serve a minimum of twenty (20) residents each month.

C. BUDGET; REPORTING

In order to continue the administration of the Business Incubator and Development Program, and to commence the administration of the Community Workforce Training Program, NANA requests a grant award of Eighty Thousand Dollars (\$80,000.00) to be disbursed on a monthly basis over the course of one (1) year. NANA will seek disbursement of the grant funds on a monthly basis, and provide the CRA with

status reports of progress made under each of the aforementioned programs. Specifically, said reports will detail the following data:

Community Workforce Training Program:

- Daily Visitors (Number, Visitor Names, Phone Numbers, Email Addresses)
- Types of Services Provided to Each Visitor
- Number of Repeat Visitors
- Number of Job Referrals and Actual Placement
- Referrals to Other Programs/Training

Business Incubator:

- Participating Businesses (Number, Business Name, Type of Business, Phone Number, Email Address)
- Services Provided to Each Business
- Term of Occupancy of Incubator Space for each Business
- Workshops Attended
- Referrals to Other Programs/Opportunities for Funding
- Revenue data for each Business

Evaluation:

In addition to the monthly reports submitted with invoices, NANA will perform pre and post-program assessments that will track the progress of all businesses and individuals that participate within the project. These assessments will be submitted to CRA with the final invoice for payment.



City of Miami

Legislation

CRA Resolution

City Hall
3500 Pan American
Drive
Miami, FL 33133
www.miamigov.com

File Number: 13-00846

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("CRA") AUTHORIZING A GRANT, IN AN AMOUNT NOT TO EXCEED \$80,000, TO NEIGHBORS AND NEIGHBORS ASSOCIATION, INC., TO UNDERWRITE COSTS ASSOCIATED WITH THE CONTINUED OPERATION OF THE BUSINESS INCUBATOR AND DEVELOPMENT PROGRAM, AND THE OPERATION OF THE COMMUNITY WORKFORCE TRAINING PROGRAM; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY FOR SAID PURPOSE; AUTHORIZING THE EXECUTIVE DIRECTOR TO DISBURSE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION; FUNDS TO BE ALLOCATED FROM SEOPW TAX INCREMENT FUND, ENTITLED "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the 2009 Southeast Overtown/Park West Redevelopment Plan ("Plan"); and

WHEREAS, Section 2, Goals 4 and 6, at page 11, of the Plan lists the "creati[on of] jobs within the community," and "improving the quality of life for residents" as a stated redevelopment goals; and

WHEREAS, Section 2, Principle 6, at Page 15, of the Plan also provides for the improvement of the neighborhood economy and the expansion of economic opportunities through the enhancement of existing businesses and local entrepreneurs, as well as the attraction of new businesses that provide needed services and opportunities; and

WHEREAS, Neighbors and Neighbors Association, Inc. ("NANA") is a non-profit corporation established in 1995 to assist small businesses throughout Miami-Dade County, and has been retained by Miami-Dade County to provide technical assistance for its Mom and Pop Small Business Grant Program and its Micro Loan Program; and

WHEREAS, in recognition of NANA's success with small businesses and job creation, the CRA has authorized grants to NANA in the past to ensure that specialized technical assistance tailored to the needs of the Redevelopment Area are available to complement and further the CRA's economic development efforts; and

WHEREAS, NANA seeks assistance from the CRA to continue the administration of the Business Incubator and Development Program currently operates at the NANA's Business Resource Center, 1490 NW 3rd Avenue, Miami, Florida; and

WHEREAS, the Business Incubator and Development Program has served a number of local small businesses by enabling access to, among other things, technical assistance, workshops and

training, office services, assistance with identifying capital funding sources, and a business mentoring partnership; and

WHEREAS, NANA also seeks assistance in implementing the Community Workforce Training Program, which aims to ensure that local residents have the necessary skills and certifications that will increase their job readiness; and

WHEREAS, the Community Workforce Training Program will consist of employment screening, placement, and referrals of local residents seeking to obtain gainful employment; and

WHEREAS, the Board of Commissioners wishes to authorize a grant, in an amount not to exceed \$80,000, to NANA to underwrite costs associated with the continued operation of the Business Incubator and Development Program, and the operation of the Community Workforce Training Program; and

WHEREAS, the Board of Commissioners finds that such a grant to the NANA would further the aforementioned redevelopment goals and objectives;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated herein as if fully set forth in this Section.

Section 2. The grant, in an amount not to exceed \$80,000, to the Neighbors and Neighbors Association, Inc. to underwrite costs associated with the continued operation of the Business Incubator and Development Program, and the operation of the Community Workforce Training Program, is hereby authorized.

Section 3. The Executive Director is authorized to execute all documents necessary for said purpose.

Section 4. The Executive Director is authorized to disburse funds, at his discretion, on a reimbursement basis or directly to vendors, upon presentation of invoices and satisfactory documentation.

Section 5. Funds to be allocated from SEOPW Tax Increment Fund, entitled "Other Grants and Aids," Account Code No. 10050.920101.883000.0000.00000.

Section 6. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:



JESSICA N. PACHECO, ESQ.
CRA SPECIAL COUNSEL

AGENDA ITEM # 3

SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE MEMORANDUM

To: Board Chair Michelle Spence-Jones
and Members of the CRA Board

Date: July 18, 2013

File: 13-00847

Subject: Resolution Accepting Selection of External
Auditor.

From:  Clarence E. Woods, III
Executive Director

References:

Enclosures: Supporting Documentation; Legislation

BACKGROUND:

The attached Resolution accepts the Executive Director's recommendation of Sanson, Kline, Jacomino, Tandoc & Gamarra, LLP ("SKJGT") to provide external auditing services to the Southeast Overtown/Park West Community Redevelopment Agency, and authorizing the execution of an agreement with SKJTG for external auditing services for an initial term of two (2) years at an annual fee for basic audit services not to exceed \$25,000 per year, for a total amount not to exceed \$50,000 for the initial two-year term, with options to renew for three (3) additional one (1) year periods.

On March 18, 2013, the CRA issued a Request for Proposals ("RFP") No. 13-001 for the provision of external auditing services. Thereafter, on May 6, 2013, five (5) proposals in response to RFP No. 13-001 were received by the Clerk of the Board and forwarded to the CRA for consideration. A committee consisting of Erica Paschal, Terry Y. Kwong, and Miguel Valentin was formed to evaluate the proposals received in response to RFP No. 13-001, and ultimately recommended the selection of SKJTG. The Executive Director, after considering the proposals and the committee's decision, recommends the selection of SKJTG, and seeks authorization to execute an agreement with SKJTG.

JUSTIFICATION:

Section 163.387(8), Florida Statutes, mandates that "[e]ach community redevelopment agency shall provide for an independent financial audit of the trust fund each fiscal year. . . ." This Resolution allows the CRA to comply with the aforementioned statutory requirement.

FUNDING:

\$50,000 from SEOPW Tax Increment Fund, entitled "Accounting and Auditing," Account Code No. 10050.920101.532000.0000.00000.



CITY OF MIAMI
COMMUNITY REDEVELOPMENT AGENCY

AGENDA ITEM FINANCIAL INFORMATION FORM

SEOPW CRA

CRA Board Meeting Date: July 25, 2013

CRA Section: Finance

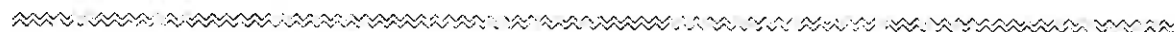
Brief description of CRA Agenda Item:

Authorizing expenditure in an amount not to exceed \$25,000 per year, for a total amount not to exceed \$50,000, for the initial two-year term for external auditing services.

Project Number (if applicable):		
<input type="checkbox"/> YES, there are sufficient funds in Line Item:		
Account Code: <u>10050.920101.5320000.0000.00000 (SEOPW)</u> Amount: <u>\$50,000.</u>		
<input type="checkbox"/> NO (Complete the following source of funds information):		
Amount budgeted in the line item:	\$	_____
Balance in the line item:	\$	_____
Amount needed in the line item:	\$	_____
Sufficient funds will be transferred from the following line items:		
ACTION	ACCOUNT NUMBER	TOTAL
Project No./Index/Minor Object		
From		\$
To		\$
From		\$
To		\$

Comments: _____

Approved by: *[Signature]* Date: 07/17/13
CRA Executive Director/Designee



APPROVAL

Verified by:	<u><i>[Signature]</i></u>
Financial Officer:	
Date:	<u>7/18/13</u>

**SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE MEMORANDUM**

To: Clarence E. Woods, III
Executive Director

Date: July 11, 2013

File:

Subject: External Auditing Services

From: Miguel A. Valentin *MVC*
Finance Officer

References:

Enclosures:

On March 18, 2013, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") issued Request for Proposals ("RFP") No. 13-001 for the provision of external auditing services. On May 6, 2013, five (5) proposals in response to RFP No. 13-001 were received by the CRA and reviewed by the Selection Committee consisting of the following members: Miguel Valentin, (Finance Officer – CRA), Erica Paschal (Assistant Director of Finance Department – City of Miami), and Terry Y. Kwong (Chief Accountant in Finance Department – City of Miami). After said review, Sanson, Kline, Jacomino, Tandoc & Gamarra, LLP was the highest ranked firm, and is, therefore, recommended for the provision of external auditing services.

cc: Erica Paschal, Assistant Director, Finance Department, City of Miami
Terry Y. Kwong, Chief Accountant, Finance Department, City of Miami



City of Miami

Legislation

CRA Resolution

City Hall
3500 Pan American
Drive
Miami, FL 33133
www.miamigov.com

File Number: 13-00847

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("CRA") ACCEPTING THE EXECUTIVE DIRECTOR'S RECOMMENDATION OF SANSON, KLINE, JACOMINO, TANDOC & GAMARRAS, LLP ("SKJTG") TO PROVIDE EXTERNAL AUDITING SERVICES TO THE CRA; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT WITH SKJTG FOR EXTERNAL AUDITING SERVICES FOR AN INITIAL TERM OF TWO (2) YEARS AT AN ANNUAL FEE FOR BASIC AUDIT SERVICES NOT TO EXCEED \$25,000 PER YEAR, FOR A TOTAL AMOUNT NOT TO EXCEED \$50,000 FOR THE INITIAL TWO-YEAR TERM, WITH OPTIONS TO RENEW FOR THREE (3) ADDITIONAL ONE (1) YEAR PERIODS; FUNDS TO BE ALLOCATED FROM SEOPW TAX INCREMENT FUND, ENTITLED "ACCOUNTING AND AUDITING," ACCOUNT CODE NO. 10050.920101.532000.0000.00000.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the 2009 Southeast Overtown/Park West Redevelopment Plan ("Plan"); and

WHEREAS, on March 18, 2013, CRA issued a Request for Proposals ("RFP") No. 13-001 for the provision of external auditing services; and

WHEREAS, on May 6, 2013, five (5) proposals in response to RFP No. 13-001 were received by the Clerk of the Board and forwarded to the CRA for consideration; and

WHEREAS, a committee consisting of Erica Paschal, Terry Y. Kwong, and Miguel Valentin was formed to evaluate the proposals received in response to RFP No. 13-001, and ultimately recommended the selection of Sanson, Kline, Jacomino, Tandoc, & Gamarra, LLP ("SKJTG"); and

WHEREAS, the Executive Director, after considering the proposals and the committee's decision, recommends the selection of SKJTG for the provision of external auditing services; and

WHEREAS, the Board of Commissioners wishes to accept the Executive Director's recommendation and authorize the Executive Director to execute an agreement with SKJTG for external auditing services for an initial term of two (2) years at an annual fee for basic audit services not to exceed \$25,000 per year, for a total amount not to exceed \$50,000 for the initial two-year term, with options to renew for three (3) additional one (1) year periods;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are

adopted by reference and incorporated herein as if fully set forth in this Section.

Section 2. The Board of Commissioners accepts the Executive Director's recommendation of Sanson, Kline, Jacomino, Tandoc & Gamarra, LLP ("SKJGT") to provide external auditing services to the Southeast Overtown/Park West Community Redevelopment Agency.

Section 3. The Executive Director is authorized to execute an agreement with SKJGT for external auditing services for an initial term of two (2) years at an annual fee for basic audit services not to exceed \$25,000, per year, for a total amount not to exceed \$50,000 for the initial two-year term, with options to renew for three (3) additional one (1) year periods.

Section 4. Funds to be allocated from SEOPW Tax Increment Fund, entitled "Accounting and Auditing," Account Code No. 10050.920101.532000.0000.00000.

Section 5. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:



JESSICA N. PACHECO, ESQ.
CRA SPECIAL COUNSEL

AGENDA ITEM # 4

SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE MEMORANDUM

To: Board Chair Michelle Spence-Jones
and Members of the CRA Board

Date: July 18, 2013

File: 13-00848

Subject: Resolution Deallocating Greenway Project,
and Authorizing Additional Funding for Gibson
Park.

From: Clarence E. Woods, III
Executive Director

References:

Enclosures: Legislation

BACKGROUND:

It is recommended that the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") approve and adopt the attached Resolution deallocating \$1,120,088 previously authorized by Resolution No. CRA-R-11-0032 for the development of the Greenway, from NW 3rd Avenue to NW 7th Avenue, along NW 11th Terrace, Miami, Florida, and authorizing the expenditure of additional funds, in an amount not to exceed \$1,000,000, for additional upgrades and improvements to Gibson Park, 401 NW 3rd Avenue, Miami, Florida, provided that said additional funding is equally matched by other funding sources.

The City of Miami's ("City") Department of Capital Improvement Program ("CIP") is currently engaged in the renovation of Gibson Park, which includes: (1) a community center and an aquatics center; (2) sports field improvements; (3) landscape improvements; and (4) park amenities, including a children's play area, a perimeter walking trail, and parking.

The Board of Commissioners, by Resolution No. CRA-R-09-0012, passed and adopted on February 23, 2009, authorized a grant, in an amount not to exceed \$1,000,000, to the City to underwrite a portion of the costs associated with the renovation of Gibson Park. On March 15, 2010, the Board of Commissioners authorized additional funding to the City, for the amount of \$8,000,000, plus interest, in the form of repayment of the Sunshine State loan taken by the City to fund the renovation of Gibson Park. The Board of Commissioners, by Resolution No. CRA-R-11-0058, passed and adopted on November 28, 2011, provided additional funding, in an amount not to exceed \$2,800,000 for the design and construction of an indoor basketball gymnasium at Gibson Park. On April 29, 2013, the Board of Commissioners, by Resolution No. CRA-R-13-0030, authorized additional funding in an amount not to exceed \$600,000, for the design and construction of classrooms and recreational spaces in the Gymnasium at Gibson Park.

The community has requested a number of additional upgrades and improvements beyond those originally anticipated for Gibson Park, and said upgrades and improvements are valued at an additional \$2,000,000. A private third party has recently approached the CRA about donating approximately \$1,000,000, towards the costs of said additional upgrades and improvements if the CRA would agree to match this donation.

JUSTIFICATION:

Section IV.D., at page 31, of the Southeast Overtown/Park West Community Redevelopment Plan provides that "the provision of adequate community facilities and services is essential in order to complement redevelopment activities proposed for Overtown"

FUNDING:

\$1,000,000 from SEOPW Tax Increment Fund, entitled "Other Grants and Aids," Account Code No. 10050.920101.883000.0000.00000, provided that said additional funding is equally matched by other funding sources.



City of Miami

Legislation

CRA Resolution

City Hall
3500 Pan American
Drive
Miami, FL 33133
www.miamigov.com

File Number: 13-00848

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY DEALLOCATING \$1,120,088.00 PREVIOUSLY AUTHORIZED BY RESOLUTION NO. CRA-R-11-0032 FOR THE DEVELOPMENT OF THE GREENWAY, FROM NW 3RD AVENUE TO NW 7TH AVENUE ALONG NW 11TH TERRACE, MIAMI, FLORIDA; AUTHORIZING THE EXPENDITURE OF FUNDS, IN AN AMOUNT NOT TO EXCEED \$1,000,000, FOR ADDITIONAL UPGRADES AND IMPROVEMENTS TO GIBSON PARK, 401 NW 3RD AVENUE, MIAMI, FLORIDA, PROVIDED THAT SAID ADDITIONAL FUNDING IS EQUALLY MATCHED BY OTHER FUNDING SOURCES; AUTHORIZING THE EXECUTIVE DIRECTOR TO DISBURSE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY FOR SAID PURPOSE; ALLOCATING FUNDS FROM SEOPW TAX INCREMENT FUND, "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the 2009 Southeast Overtown/Park West Redevelopment Plan ("Plan"); and

WHEREAS, Section IV.D., at page 31, of the Plan provides that "the provision of adequate community facilities and services is essential in order to complement redevelopment activities proposed for Overtown . . .;" and

WHEREAS, the City of Miami's ("City") Department of Capital Improvement Program ("CIP") is currently engaged in the renovation of Gibson Park, which includes: (1) a community center and an aquatics center; (2) sports field improvements; (3) landscape improvements; and (4) park amenities, including a children's play area, a perimeter walking trail, and parking; and

WHEREAS, the Board of Commissioners, by Resolution No. CRA-R-09-0012, passed and adopted on February 23, 2009, authorized a grant, in an amount not to exceed \$1,000,000, to the City to underwrite a portion of the costs associated with the renovation of Gibson Park; and

WHEREAS, on March 15, 2010, the Board of Commissioners authorized additional funding to the City, for the amount of \$8,000,000, plus interest, in the form of repayment of the Sunshine State loan taken by the City to fund the renovation of Gibson Park; and

WHEREAS, the Board of Commissioners, by Resolution No. CRA-R-11-0058, passed and adopted on November 28, 2011, provided additional funding, in an amount not to exceed \$2,800,000 for the design and construction of an indoor basketball gymnasium at Gibson Park; and

WHEREAS, the Board of Commissioners, by Resolution No. CRA-R-13-0030, passed and adopted on April 29, 2013, authorized additional funding in an amount not to exceed \$600,000, for the design and construction of classrooms and recreational spaces in the Gymnasium at Gibson Park; and

WHEREAS, the community has requested a number of additional upgrades and improvements beyond those originally anticipated for Gibson Park, and said upgrades and improvements are valued at an additional \$2,000,000; and

WHEREAS, a private third party has recently approached the CRA about donating approximately \$1,000,000, towards the costs of said additional upgrades and improvements if the CRA would agree to match this donation; and

WHEREAS, the Board of Commissioners wishes to deallocate Resolution No. CRA-R-11-0032, and authorize the expenditure of additional funds in an amount not to exceed \$1,000,000, for additional upgrades and improvements to Gibson Park, provided that said additional funding is equally matched by other funding sources; and

WHEREAS, the Board of Commissioners finds that the adoption of this Resolution would further the aforementioned redevelopment goals;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated herein as if fully set forth in this Section.

Section 2. Funding previously allocated by Resolution No. CRA-R-11-0032 is hereby deallocated.

Section 3. The expenditure of additional funds, in an amount not to exceed \$1,000,000, for additional upgrades and improvements to Gibson Park is hereby authorized, provided that said additional funding is equally matched by other funding sources.

Section 4. The Executive Director is authorized to disburse funds, at his discretion, on a reimbursement basis or directly to vendors, upon presentation of invoices and satisfactory documentation.

Section 5. The Executive Director is authorized to execute all documents necessary for said purpose.

Section 6. Funds are to be allocated from SEOPW Tax Increment Fund, "Other Grants and Aids," Account Code No. 10050.920101.883000.0000.00000.

Section 7. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:



JESSICA N. PACHECO, ESQ.
CRA SPECIAL COUNSEL

AGENDA ITEM # 5

SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE MEMORANDUM

To: Board Chair Michelle Spence-Jones
and Members of the CRA Board

Date: July 18, 2013

File: 13-00849

Subject: Resolution Authorizing Issuance of Request
for Proposals for Sale of the Grand
Promenade.

From:  Clarence E. Woods, III
Executive Director

References:

Enclosures: Legislation

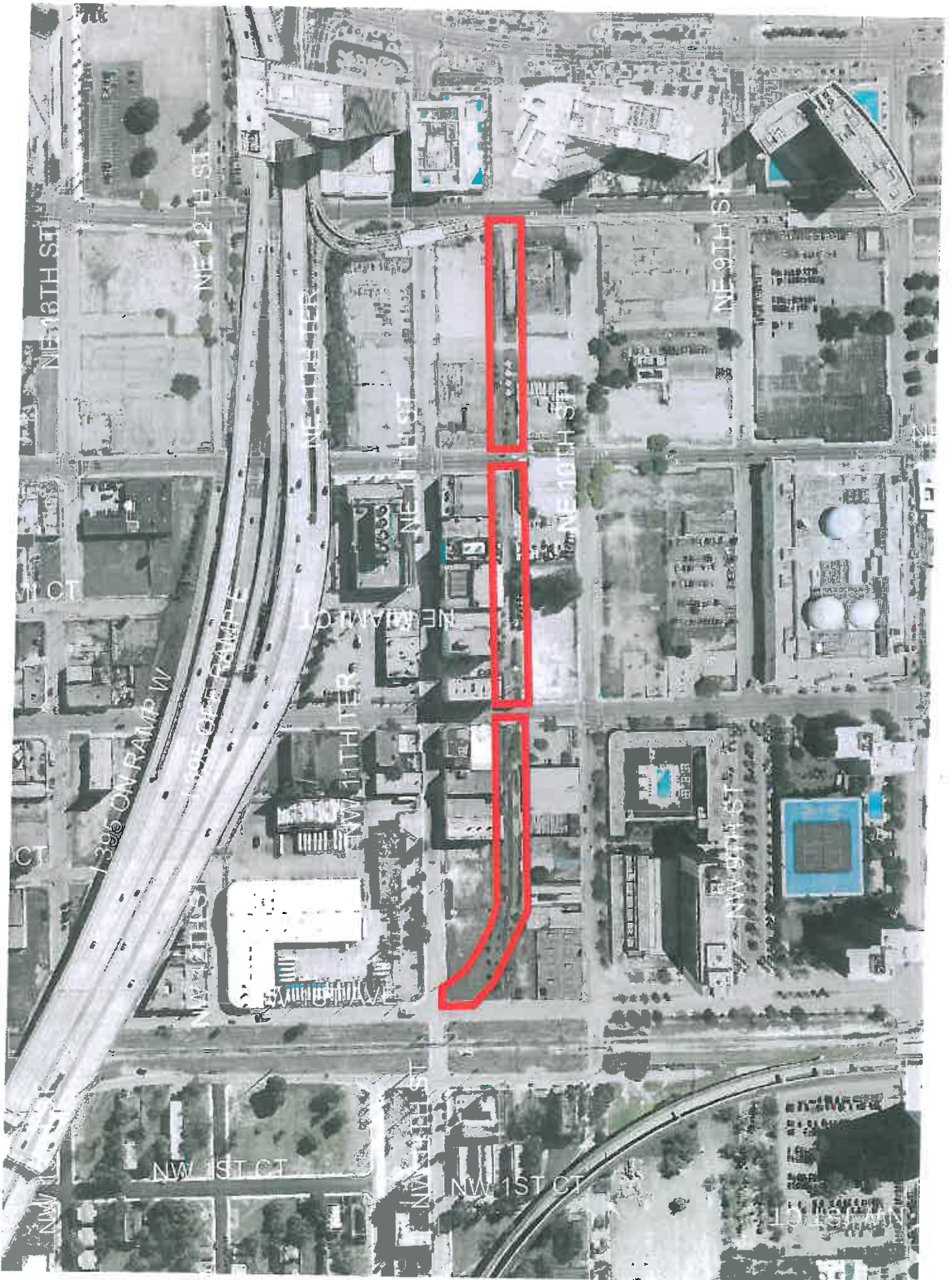
BACKGROUND:

It is recommended that the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency approve the attached Resolution authorizing the issuance of a Request for Proposals for the sale of the Grand Promenade (Folio Nos. 01-0101-070-1011 and 01-0101-090-1030).

The CRA currently owns the Grand Promenade and wishes to issue a Request for Proposals for the sale of said property.

JUSTIFICATION:

Section 163.380(3)(a), Florida Statutes, requires that "[p]rior to disposition of any real property or interest therein in a community redevelopment area, . . . a community redevelopment agency shall give public notice of such disposition, . . . at least 30 days prior to the execution of any contract to sell, lease, or otherwise transfer real property. . . ."





City of Miami
Legislation
CRA Resolution

City Hall
3500 Pan American
Drive
Miami, FL 33133
www.miamigov.com

File Number: 13-00849

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING THE ISSUANCE OF A REQUEST FOR PROPOSALS FOR THE SALE OF THE GRAND PROMENADE (FOLIO NOS. 01-0101-070-1011 AND 01-0101-090-1030).

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the 2009 Southeast Overtown/Park West Redevelopment Plan ("Plan"); and

WHEREAS, Section 163.380(3)(a), Florida Statutes, requires that prior to disposition of any real property or interest therein in a community redevelopment area, . . . a community redevelopment agency shall give public notice of such disposition, . . . at least 30 days prior to the execution of any contract to sell, lease, or otherwise transfer real property. . . ."

WHEREAS, the CRA currently owns the Grand Promenade (Folio No. 01-0101-070-1011 and 01-0101-090-1030); and wishes to issue a Request for Proposals for the sale of said property;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated herein as if fully set forth in this Section.

Section 2. The issuance of a Request for Proposals for the sale of the Grand Promenade (Folio Nos. 01-0101-070-1011 and 01-0101-090-1030) is hereby authorized.

Section 3. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

JESSICA N. PACHECO, ESQ.
CRA SPECIAL COUNSEL

AGENDA ITEM # 6

SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE MEMORANDUM

To: Board Chair Michelle Spence-Jones
and Members of the CRA Board

Date: July 18, 2013

File: 13-00850

Subject: Resolution Authorizing Transfer of Funds to
City Clerk for FY 2014 Services.

From: Clarence E. Woods, III *cw*
Executive Director

References:

Enclosures: Legislation

BACKGROUND:

It is recommended that the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") approve and adopt the attached Resolution authorizing the Executive Director to transfer funds, in an amount not to exceed \$30,000, from the CRA's General Operating Fund to the budget of the City of Miami's Office of the City Clerk for services to be rendered during Fiscal Year 2014 as Clerk of the Board.

JUSTIFICATION:

This annual contribution allows the Clerk of the Board to provide employees from the City Clerk's Office to provide the necessary support for CRA matters, including, but not limited to, attendance at all Regular and Special CRA Board meetings, transcribing the record of meetings via Legistar, logging, certifying, and filing into the permanent record all actions and legislation of the Board, receiving and processing all formal bids issued by the CRA, and serving as the repository for official CRA records.

FUNDING:

\$30,000 from General Operating Fund, entitled "Interfund Transfer," Account Code No. 10030.920101.891000.0000.00000.



CITY OF MIAMI
COMMUNITY REDEVELOPMENT AGENCY

AGENDA ITEM FINANCIAL INFORMATION FORM

SEOPW CRA

CRA Board Meeting Date: July 25, 2013

CRA Section: Finance

Brief description of CRA Agenda Item:

Authorizing the Executive Director to transfer funds, in an amount not to exceed \$30,000, to the budget of the City of Miami's Office of the City Clerk for services to be rendered during Fiscal Year 2014 as Clerk of the Board.

Project Number (if applicable):		
<input type="checkbox"/> YES, there are sufficient funds in Line Item:		
Account Code: <u>10050.920101.891000.0000.00000 (SEOPW)</u>		Amount: <u>\$30,000.</u>
<input type="checkbox"/> NO (Complete the following source of funds information):		
Amount budgeted in the line item:	\$	_____
Balance in the line item:	\$	_____
Amount needed in the line item:	\$	_____
Sufficient funds will be transferred from the following line items:		
ACTION	ACCOUNT NUMBER	TOTAL
	Project No./Index/Minor Object	
From		\$
To		\$
From		\$
To		\$

Comments: _____

Approved by: *Marlene S. Smith* Date: 07/12/13
CRA Executive Director/Designee

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**APPROVAL**

|                                            |
|--------------------------------------------|
| Verified by:<br><u><i>Mary Va W</i></u>    |
| Financial Officer:<br>Date: <u>7/14/13</u> |



**City of Miami**  
**Legislation**  
**CRA Resolution**

City Hall  
3500 Pan American  
Drive  
Miami, FL 33133  
www.miamigov.com

**File Number: 13-00850**

**Final Action Date:**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("CRA"), AUTHORIZING THE EXECUTIVE DIRECTOR TO TRANSFER FUNDS, IN THE AMOUNT OF \$30,000, TO THE BUDGET OF THE OFFICE OF THE CITY CLERK FOR SERVICES TO BE RENDERED DURING FISCAL YEAR 2014 AS CLERK OF THE BOARD, CONTINGENT UPON ANY UNUSED FUNDS BEING RETURNED TO THE CRA AT THE END OF THE FOURTH QUARTER OF FISCAL YEAR 2014; ALLOCATING FUNDS FROM GENERAL OPERATING FUND, ENTITLED "INTERFUND TRANSFER," ACCOUNT CODE NO 10050.920101.891000.0000.00000.

WHEREAS, the City of Miami's Office of the City Clerk serves as Clerk of the Board to the Southeast Overtown/Park West Community Redevelopment Agency; and

WHEREAS, the Miami City Commission requires that agencies share in the cost of services provided by the Officer of the City Clerk; and

WHEREAS, the Board of Commissioners wishes to authorize the transfer of funds to the budget of the Office of the City Clerk for services to be rendered during Fiscal Year 2014 as Clerk of the Board to the CRA, contingent upon any unused funds being returned to the CRA at the end of the fourth quarter of Fiscal Year 2014;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated herein as if fully set forth in this Section.

Section 2. The Board of Commissioners authorizes the Executive Director to transfer funds in the amount of \$30,000 to the budget of the City of Miami's Office of the City Clerk for services to be rendered during Fiscal Year 2014 as Clerk of the Board to the Southeast Overtown/Park West Community Redevelopment Agency, contingent upon any unused funds being returned to the CRA at the end of the fourth quarter of Fiscal Year 2014.

Section 3. Funds are to be allocated from the General Operating Fund, entitled 'Interfund Transfers,' Account Code No. 10050.920101.891000.0000.00000.

Section 4. This Resolution shall become effective immediately upon its adoption.

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APPROVED AS TO FORM AND LEGAL SUFFICIENCY:



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JESSICA N. PACHECO, ESQ.  
CRA SPECIAL COUNSEL

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**AGENDA ITEM # 7**

SOUTHEAST OVERTOWN/PARK WEST  
COMMUNITY REDEVELOPMENT AGENCY  
INTER-OFFICE MEMORANDUM

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To: Board Chair Michelle Spence-Jones  
and Members of the CRA Board

Date: July 18, 2013

File: 13-00851

Subject: Resolution Authorizing Expenditure of Funds  
for Lyric Plaza Installation..

From: Clarence E. Woods, III *ew*  
Executive Director

References:

Enclosures: Supporting Documentation; Legislation

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**BACKGROUND:**

It is recommended that the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") approve and adopt the attached Resolution authorizing the expenditure of funds, in an amount not to exceed \$185,000, for the installation of the Lyric Plaza, located at 831 and 841 NW 2<sup>nd</sup> Avenue, Miami, Florida ("Lyric Plaza").

The CRA owns the Lyric Plaza, which sits adjacent to the historic Lyric Theater. The Lyric Theater is currently undergoing an expansive renovation and is expected to be completed by September 2013. In an effort to complement renovation of the Lyric Theater, the installation of the Lyric Plaza must occur.

**JUSTIFICATION:**

The 2009 Southeast Overtown/Park West Community Redevelopment Plan, at page 54, acknowledges the need for a safe public gathering space associated with the restored and expanded Lyric Theater, and envisions the Lyric Plaza to be the focal public open space for cultural and entertainment activities.

**FUNDING:**

\$185,000 from SEOPW Tax Increment Fund, entitled "Construction in Progress," Account Code No. 10050.920101.670000.0000.00000.



CITY OF MIAMI  
COMMUNITY REDEVELOPMENT AGENCY

# AGENDA ITEM FINANCIAL INFORMATION FORM

## SEOPW CRA

**CRA Board Meeting Date:** July 25, 2013

**CRA Section:** Finance

**Brief description of CRA Agenda Item:**

Authorizing the expenditure in an amount not to exceed \$185,000, for the installation of the Lyric Plaza, located at 831 and 841 NW 2<sup>nd</sup> Avenue, Miami, Florida.

|                                                                                          |                       |              |
|------------------------------------------------------------------------------------------|-----------------------|--------------|
| <b>Project Number (if applicable):</b>                                                   |                       |              |
| <input type="checkbox"/> <b>YES, there are sufficient funds in Line Item:</b>            |                       |              |
| Account Code: <u>10050.920101.670000.0000.00000 (SEOPW)</u> Amount: <u>\$185,000.</u>    |                       |              |
| <input type="checkbox"/> <b>NO (Complete the following source of funds information):</b> |                       |              |
| Amount budgeted in the line item:                                                        | \$                    | _____        |
| Balance in the line item:                                                                | \$                    | _____        |
| Amount needed in the line item:                                                          | \$                    | _____        |
| Sufficient funds will be transferred from the following line items:                      |                       |              |
| <b>ACTION</b>                                                                            | <b>ACCOUNT NUMBER</b> | <b>TOTAL</b> |
| Project No./Index/Minor Object                                                           |                       |              |
| <b>From</b>                                                                              |                       | \$           |
| <b>To</b>                                                                                |                       | \$           |
| <b>From</b>                                                                              |                       | \$           |
| <b>To</b>                                                                                |                       | \$           |

Comments: \_\_\_\_\_

Approved by: *[Signature]*      Date: 07/17/13  
CRA Executive Director/Designee

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APPROVAL

Verified by:	<u><i>[Signature]</i></u>
Financial Officer:	<u><i>[Signature]</i></u>
Date:	<u>7/14/13</u>

C.L. OF STREET

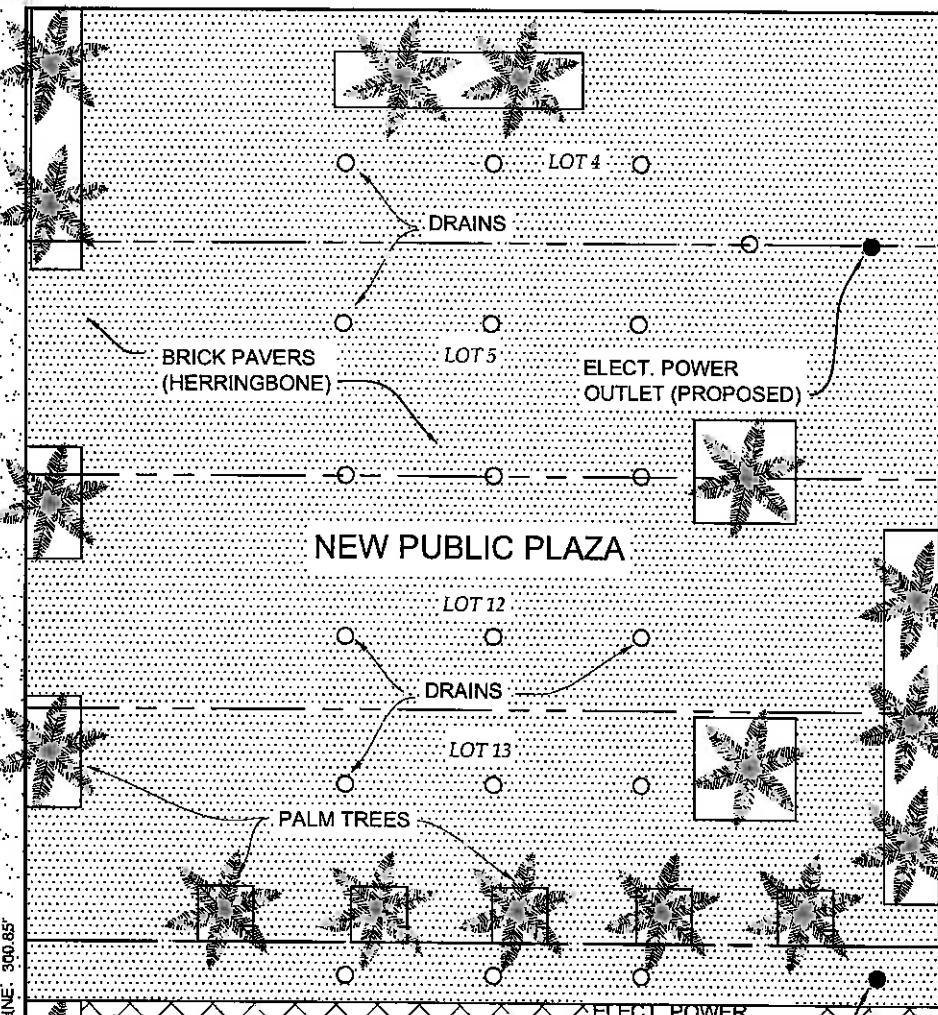
EXIST. PEDESTRIAN WALKWAY

N.W. 9th STREET

25'-0"

115'-0"

10' INGRESS - EGRESS AND UTILITY EASEMENT



NEW (3) STORY BUILD ADDITION - OFFICE AI (BLDG. HT. 36'-4" T.O.)

PROPERTY LINE 300.85'

RETE SIDEWALK

EXISTING BUILDING FOOTPRINT
9.829 SF



City of Miami
Legislation
CRA Resolution

City Hall
3500 Pan American
Drive
Miami, FL 33133
www.miamigov.com

File Number: 13-00851

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("CRA") AUTHORIZING THE EXPENDITURE OF FUNDS, IN AN AMOUNT NOT TO EXCEED \$185,000, FOR THE INSTALLATION OF THE LYRIC PLAZA, LOCATED AT 831 AND 841 NW 2ND AVENUE, MIAMI, FLORIDA; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY FOR SAID PURPOSE; FUNDS TO BE ALLOCATED FROM SEOPW TAX INCREMENT FUND, ENTITLED "CONSTRUCTION IN PROGRESS," ACCOUNT CODE NO. 10050.920101.670000.0000.00000.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the 2009 Southeast Overtown/Park West Redevelopment Plan ("Plan"); and

WHEREAS, the CRA owns the Lyric Plaza, located at 831 and 841 NW 2nd Avenue, Miami, Florida ("Lyric Plaza"), and Lyric Plaza sits adjacent to the historic Lyric Theater, which is owned by the Black Archives, History, and Research Foundation of South Florida, Inc.; and

WHEREAS, the Plan, at page 54, acknowledges the need for a safe public gathering space associated with the restored and expanded Lyric Theater, and envisions the Lyric Plaza to be the focal public open space for cultural and entertainment activities; and

WHEREAS, the Lyric Theater is currently undergoing an expansive renovation of the Lyric Theater, and said renovation is expected to be completed by September 2013; and

WHEREAS, in an effort to complement renovation of the Lyric Theater, the installation of the Lyric Plaza must occur; and

WHEREAS, the Board of Commissioners wishes to authorize the expenditure of funds, in an amount not to exceed \$185,000, for the installation of the Lyric Plaza; and

WHEREAS, the Board of Commissioners finds that such an expenditure will further the intent of the plan;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated herein as if fully set forth in this Section.

Section 2. The expenditure of funds, in an amount not to exceed \$185,000, for the installation of the Lyric Plaza, at 831 and 841 NW 2nd Avenue, Miami, Florida, is hereby authorized.

Section 3. The Executive Director is authorized to execute all documents necessary for said purpose.

Section 4. Funds to be allocated from SEOPW Tax Increment Fund, entitled "Construction in Progress," Account Code No. 10050.920101.670000.0000.00000.

Section 5. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:



JESSICA N. PACHECO, ESQ.
CRA SPECIAL COUNSEL

AGENDA ITEM # 8

SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE MEMORANDUM

To: Board Chair Michelle Spence-Jones
and Members of the CRA Board

Date: July 18, 2013

File: 13-00852

Subject: SEOPW CRA Proposed General Operating
Tax Increment Fund Budget for FY 2014.

From:  Clarence E. Woods, III
Executive Director

References:

Enclosures: Legislation

BACKGROUND:

It is recommended that the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency approve the attached Resolution adopting the CRA's proposed General Operating Tax Increment Fund Budget for the Fiscal Year commencing October 1, 2013 and ending September 30, 2014, and directing the Executive Director to transmit copies of the budget to the City of Miami and Miami-Dade County.

JUSTIFICATION:

The CRA is required to annually prepare a proposed budget and transmit said budget to the City of Miami and Miami-Dade County. This Resolution fulfills that requirement.



City of Miami
Legislation
CRA Resolution

City Hall
3500 Pan American
Drive
Miami, FL 33133
www.miamigov.com

File Number: 13-00852

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("CRA"), WITH ATTACHMENT(S), APPROVING AND ADOPTING THE CRA'S PROPOSED GENERAL OPERATING TAX INCREMENT FUND BUDGET FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2013 AND ENDING SEPTEMBER 30, 2014 SET FORTH IN ATTACHMENT "A"; DIRECTING THE EXECUTIVE DIRECTOR TO TRANSMIT A COPY OF SAID BUDGET TO THE CITY OF MIAMI AND MIAMI-DADE COUNTY.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the 2009 Southeast Overtown/Park West Redevelopment Plan ("Plan"); and

WHEREAS, as a prerequisite to carrying out redevelopment activities for Fiscal Year commencing October 1, 2013 and ending September 30, 2014 ("FY 2014"), it is required that the CRA's Board of Commissioners approve the CRA's proposed Fiscal Year 2014 General Operating Budget and Tax Increment Fund Budget; and

WHEREAS, pursuant to Interlocal Agreements, a copy of CRA's budget is required to be transmitted to the City of Miami and Miami-Dade County; and

WHEREAS, the Board of Commissioners wishes to approve and adopt the CRA's proposed general operating budget and tax increment fund budget for the FY 2014 set forth in Attachment "A";

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MIAMI, FLORIDA:

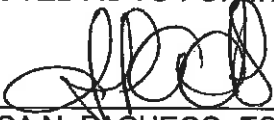
Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated herein as if fully set forth in this Section.

Section 2. The Southeast Overtown/Park West Community Redevelopment Agency's General Operating Budget and Tax Increment Fund Budget for the Fiscal Year commencing October 1, 2013 and ending September 30, 2014, set forth in Attachment "A," are hereby approved and adopted.

Section 3. The Executive Director is directed to transmit a copy of said budget to the City of Miami and Miami-Dade County.

Section 4. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:



JESSICA N. PACHECO, ESQ.
CRA SPECIAL COUNSEL

	FY 2014
SEOPW GENERAL OPERATING TAX INCREMENT FUND BUDGET	SEOPW Budget
Revenues	
CITY OF MIAMI - ESTIMATED TAX INCREMENT (ORIGINAL BOUNDARIES)	\$7,349,507
MIAMI DADE COUNTY - ESTIMATED TAX INCREMENT (ORIGINAL BOUNDARIES)	\$4,566,718
CITY OF MIAMI - ESTIMATED TAX INCREMENT (EXPANDED BOUNDARIES)	\$194,346
MIAMI DADE COUNTY - ESTIMATED TAX INCREMENT (EXPANDED BOUNDARIES)	\$120,738
OTHER REVENUES	\$80,250
CARRYOVER FUND BALANCE	\$28,623,280
TOTAL REVENUES	\$40,934,839
Redevelopment Expenditures	
PROFESSIONAL SERVICES - LEGAL	\$298,148
ACCOUNTING AND AUDIT	\$25,000
PROFESSIONAL SERVICES - OTHER	\$695,775
OTHER CONTRACTUAL SERVICES	\$489,758
LAND	\$2,700,714
INTERFUND TRANSFER (Debt Service)	\$440,059
INTERFUND TRANSFER (Grant)	\$47,140
DEBT SERVICE PAYMENT	\$5,000,000
CONSTRUCTION IN PROGRESS	\$3,569,808
OTHER GRANTS AND AIDS	\$26,070,287
Administrative Expenditures	
REGULAR SALARIES	\$740,541
FICA TAXES	\$56,651
LIFE AND HEALTH INSURANCE	\$131,213
RETIREMENT CONTRIBUTION	\$62,853
FRINGE BENEFITS	\$15,600
OTHER CONTRACTUAL SERVICE	\$19,830
TRAVEL AND PER DIEM	\$20,000
COMMUNICATIONS	\$5,500
UTILITY SERVICE	\$64,462
INSURANCE	\$89,500
OTHER CURRENT CHARGE	\$9,000
SUPPLIES	\$7,000
OPERATING SUPPLIES	\$7,000
SUBSCRIPTION MEMBERSHIP/TRAINING	\$16,000
MACHINERY AND EQUIPMENT	\$32,000
ADVERTISING	\$40,000
RENTAL AND LEASES	\$7,000
POSTAGE	\$2,000
REPAIR/MAINTENANCE - OUTSIDE	\$2,000
INTERFUND TRANSFER	\$30,000
BUDGET RESERVE	\$240,000
TOTAL EXPENDITURES	\$40,934,840

AGENDA ITEM # 9

SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE MEMORANDUM

To: Board Chair Michelle Spence-Jones
and Members of the CRA Board

Date: July 18, 2013

File: 13-00853

Subject: Resolution Deallocating Remaining Balances.

From:  Clarence E. Woods, III
Executive Director

References:

Enclosures: Legislation

BACKGROUND:

It is recommended that the Board of Commissioners of the Southeast Overtown/ Park West CRA ("CRA") adopt the attached resolution authorizing the deallocation of funds previously authorized for various projects. These projects and activities have been completed, and there are remaining balances which could be used to fund other community redevelopment activities and projects.

JUSTIFICATION:

When the CRA's Board of Commissioners passes a resolution authorizing funding, the funds are immediately encumbered to the full extent of the amount authorized. In the event there are remaining balances, a resolution is required to return these funds to the CRA's unrestricted fund balance.



City of Miami
Legislation
CRA Resolution

City Hall
3500 Pan American
Drive
Miami, FL 33133
www.miamigov.com

File Number: 13-00853

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY, WITH ATTACHMENT(S), DELALLOCATION REMAINING FUNDS ASSOCIATED WITH PROJECTS, AS MORE SPECIFICALLY SET FORTH IN ATTACHMENT "A."

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the 2009 Southeast Overtown/Park West Redevelopment Plan ("Plan"); and

WHEREAS, the CRA has, by Resolution, authorized funding for various projects and activities; and

WHEREAS, certain projects and activities have been completed, and there are remaining balances which could be used to fund other community redevelopment activities and projects; and

WHEREAS, the Board of Commissioners wishes to deallocate the remaining balances associated with the projects set forth in Attachment "A"; and

WHEREAS, the Board of Commissioners finds that the adoption of this Resolution would further the aforementioned redevelopment goals;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated herein as if fully set forth in this Section.

Section 2. Remaining funds associated with completed projects and activities, as more specifically set forth in Attachment "A," are hereby deallocated.

Section 3. The Executive Director is directed to return these funds to the CRA's unrestricted fund balance.

Section 4. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

JESSICA N. PACHECO, ESQ.
CRA SPECIAL COUNSEL

**Attachment A
SEOPW Resolutions**

#	DESCRIPTION	RESOLUTION	APPROVED AMOUNT	EXPENDED AMOUNT	AMOUNT TO BE DEOBLIGATED
1	Relocation of New Office - Overtown Shopping Center	12-0040	\$61,500	\$57,829	\$3,671
2	Purchase of Properties located at 930-934 NW 2nd, 234 to 242 NW 12th / 226 NW 10th	12-0082	\$500,000	\$487,873	\$12,127
3	New Arena Retail Business	07-0051	\$240,000	\$232,683	\$7,317
4	2012 Overtown Enhancement Team Program	11-0030	\$200,000	\$197,145	\$2,855
5	Small Business Economic Stimulus Program I	09-0043	\$50,000	\$39,336	\$10,664
6	Small Business Economic Stimulus Program II	10-0022	\$50,000	\$4,857	\$45,143
7	2011 DMP Wrap Around Program	10-0027	\$315,812	\$250,585	\$65,227
8	2011 Folk Life Fridays	11-0016	\$100,000	\$90,620	\$9,380
9	2012 Folk Life Fridays	12-0030	\$80,000	\$77,360	\$2,640
10	2009 Hospitality Institute	08-0046	\$100,000	\$91,631	\$8,369
11	2010 Hospitality Institute	10-0025	\$165,000	\$146,421	\$18,579
12	2011 Hospitality Institute	11-0053	\$97,000	\$90,394	\$6,606
13	2012 Shop, Dine and Explore Campaign	12-0037	\$40,000	\$35,538	\$4,462
14	2012 Rhythm & Arts Festival	12-0020	\$50,000	\$48,933	\$1,067
15	2012 Art Basel Event	12-0065	\$50,000	\$48,493	\$1,507
16	2012 Black Archives - Ward Rooming Cultural Tourist Program	12-0007	\$50,000	\$49,926	\$74
17	2010 Police Visibility Program	10-0047	\$500,000	\$498,034	\$1,966
18	Streetlight Maintenance - Horsepower	11-0022	\$25,000	\$23,364	\$1,636
19	2011 Landscape Services - Howard and Howard	11-0036	\$42,864	\$40,559	\$2,305
20	2012 Landscape Services - Howard and Howard	12-0036	\$42,000	\$41,595	\$405
21	3rd Avenue Streetscape Project	07-0038	\$4,319,306	\$4,318,160	\$1,146
22	2011 Suited for Success, Inc	11-0054	\$50,000	\$45,528	\$4,472
23	Demolition and removal of the buildings at 163 NW 11th St and 1020-1024 NW 2nd	10-0058	\$59,664		\$59,664
			\$7,188,146	\$6,916,864	\$271,282

AGENDA ITEM # 10

SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE MEMORANDUM

To: Board Chair Michelle Spence-Jones
and Members of the CRA Board

Date: July 18, 2013

File: 13-00854

Subject: Resolution Authorizing Grant to Black
Archives for Installation of Visual Equipment.

From:  Clarence E. Woods, III
Executive Director

References:

Enclosures: Supporting Documentation; Legislation

BACKGROUND:

It is recommended that the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") approve and adopt the attached Resolution authorizing a grant, in an amount not to exceed \$66,000, to the Black Archives, History and Research Foundation of South Florida, Inc. ("Black Archives") to underwrite costs associated with the installation and upgrade of the visual equipment at the Lyric Theater in order to facilitate film screenings and other activities.

The Black Archives is a non-profit organization whose mission is to collect, preserve and disseminate the history and culture of black South Florida from 1896 to the present, and is recognized by the Plan as a community stakeholder responsible for the promotion and preservation of the community's cultural heritage. The Black Archives is currently undergoing an expansion of the historic Lyric Theater, and has invested funding into upgrading the Lyric Theater's audio capabilities for the exhibition of performing arts; however, the Black Archives is seeking assistance from the CRA in upgrading its visual equipment in order to facilitate the utilization of the Lyric Theater for film screenings and other related activities.

JUSTIFICATION:

The 2009 Southeast Overtown/Park West Community Redevelopment Plan ("Plan"), at page 11, lists the preservation of historic buildings and community heritage, and the promotion and marketing of the community as stated redevelopment goals. The Plan, at pages 15-16, also provides that local cultural events, institutions and businesses should be promoted, older buildings that embody the area's cultural past should be restored and maintained, and the area's sense of community should be restored and unified culturally. Lastly, the Plan, at pages 93, anticipates that the CRA will assist the Black Archives in its ongoing efforts to rehabilitate the [Lyric T]heater and make available related support facilities."

FUNDING:

\$66,000 from SEOPW Tax Increment Fund, entitled "Other Grants and Aids," Account Code No. 10050.920101.883000.0000.00000.



CITY OF MIAMI
COMMUNITY REDEVELOPMENT AGENCY

AGENDA ITEM FINANCIAL INFORMATION FORM

SEOPW CRA

CRA Board Meeting Date: July 25, 2013

CRA Section: Finance

Brief description of CRA Agenda Item:

Authorizing a grant, in an amount not to exceed \$66,000, to the Black Archives, History and Research Foundation of South Florida, Inc. to underwrite costs associated with the installation and upgrade of the visual equipment at the Lyric Theater in order to facilitate film screenings and other activities.

Project Number (if applicable):		
<input type="checkbox"/> YES, there are sufficient funds in Line Item:		
Account Code: <u>10050.920101.883000.0000.00000 (SEOPW)</u> Amount: <u>\$66,000.</u>		
<input type="checkbox"/> NO (Complete the following source of funds information):		
Amount budgeted in the line item:	\$	_____
Balance in the line item:	\$	_____
Amount needed in the line item:	\$	_____
Sufficient funds will be transferred from the following line items:		
ACTION	ACCOUNT NUMBER	TOTAL
Project No./Index/Minor Object		
From		\$
To		\$
From		\$
To		\$

Comments: _____

Approved by: [Signature] Date: 7/18/13
CRA Executive Director/Designee

~~~~~  
**APPROVAL**  
~~~~~

Verified by:	<u>[Signature]</u>
Financial Officer:	
Date:	<u>7/18/13</u>

THE BLACK ARCHIVES

HISTORY & RESEARCH FOUNDATION OF SOUTH FLORIDA, INC.

Board of Directors

July 17, 2013

Gwendolyn H. Walters
Chair

Clarence Woods
Executive Director
Southeast Overtown Park West
Community Redevelopment Agency
1490 NW 3rd Avenue, suite 105
Miami, FL 33136

Garth C. Reeves
Vice Chair

Steven J. Henriquez, CPA
Treasurer

RE: Lyric Theater Film Screening Proposal

Ruth Clyne

Greeting Mr. Woods:

Dorothy Jenkins Fields, Ph.D.

We are submitting this proposal requesting direct funding support to enhance the Lyric Theater's visual capabilities. We are in the process of completing the audio installations and we have been in contact with Jeff Friday, The Colony Theater, and the Film Life Center to assess the technical needs of the Lyric Theater to be able to host film screenings on a continuous basis. Based on their assessments, we have provided the additional cost that will enable this ability. There are no other venues in the SEOPW area that could accommodate film screenings. This capability increases the usability and the viability of the Lyric Theater. It also attracts new business to the area and increased the likelihood of employment and training at the new complex for residents.

Founder

Dorothy Jenkins Fields, Ph.D.

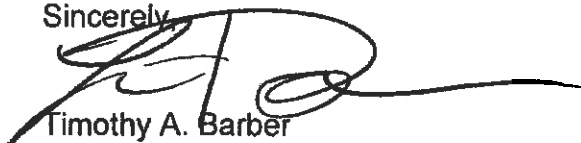
Executive Director

Timothy A. Barber

Through the GOB we have invested \$100,000 into the audio capability of the theater for performing arts and we await the decision to add the additional components that would support the Film Life Initiative that you are currently supporting. The cost to enhance the Lyric Theater for film screening capability is \$65,040.00. We are ready to begin sealing the walls of the auditorium and would save a considerable amount of money on labor and installation cost if the visual component was installed simultaneously with the audio installation that has already begun.

Thank you for the opportunity and the continued support of this notable anchor project in our Southeast Overtown Park West redevelopment area. If you have any questions or concerns, please feel free to contact me.

Sincerely,



Timothy A. Barber
Executive Director
The Black Archives

**DRUMMER BOY SOUND
PRODUCTIONS, INC.**

3815 NW 125 ST
MIAMI, FL. 33054

Estimate

Date	Estimate #
5/29/2013	2013-76

Bill to
LYRIC THEATER 819 NW 2 AVE MIAMI, FL. 33128

Project Name	Terms	Event Date	Rep	Crew	Venue		
	SPECIAL TERMS	5/29/2013	HC				
Description					Qty	Rate	Total
VIDEO EQUIPMENT FOR MAIN THEATER							
PRO BLU-RAY DVD PLAYER FULL HD					2	350.00	700.00
BARCO PDS-902 HD SWITCHER WITH CABLE KIT					1	7,500.00	7,500.00
NEC NP-PH1000U WUXGA 11000 LUMEN PROJECTOR					1	42,000.00	42,000.00
NEC NP-PH1000U 0.67:1 Fixed Short Throw LENS					1	4,950.00	4,950.00
NEC NP-PX700W/X750U/X800X/PH1000U Lamp NP22LPEA					1	890.00	890.00
DALITE 16X10 HD FORMAT CINEMA VISION REAR SCREEN WITH RIGGING AND CUSTOM DRESS KIT FOR TOP, SIDES AND BOTTOM OF THE SCREEN					1	7,000.00	7,000.00
CAT6 AND CAT5 ADAPTORS FOR VIDEO TO AND FROM STAGE TO FRONT OF HOUSE						2,000.00	2,000.00
APPLE MACBOOK PRO LAPTOP COMPUTER FOR DVD AND HARD-DRIVE PLAYBACK (TO BE PURCHASED BY OWNER/CLIENT)							
DELL LAPTOP COMPUTER WITH HIGH END GRAPHICS CARD AND 4G RAM OR HIGH (TO BE PURCHASED BY OWNER/CLIENT)							
UPON ACCEPTANCE OF THIS ESTIMATE/INVOICE, CLIENT AGREES TO PAY DBS THE FOLLOWING:							0.00
\$ TOTAL INVOICE IN THE FOLLOWING:							
% \$ NON-REFUNDABLE DEPOSIT TO START ORDERING EQUIPMENT FOR PROJECT							
% \$ UPON COMMENCEMENT OF INSTALLATION AT LOCATION							

Subtotal

Sales Tax (0.0%)

Total

PLEASE SIGN AND FAX BACK TO CONFIRM THAT ABOVE ITEMS IS TO CLIENT'S SATISFACTION. DEPOSIT NEEDED WITHIN 7 BUSINESS DAYS TO HOLD ESTIMATE PRICES. PRICES ARE SUBJECT CHANGE TO AFTER 7 BUSINESS DAYS.

Signature _____

Phone #	Fax #	E-mail	Web Site
877 DBS-EVENTS	305 681-3187	HAROLD@DRUMMERBOYSOUND.COM	WWW.DRUMMERBOYSOUND.COM

**DRUMMER BOY SOUND
PRODUCTIONS, INC.**

3815 NW 125 ST
MIAMI, FL. 33054

Estimate

Date	Estimate #
5/29/2013	2013-76

Bill to
LYRIC THEATER 819 NW 2 AVE MIAMI, FL. 33128

Project Name	Terms	Event Date	Rep	Crew	Venue		
	SPECIAL TERMS	5/29/2013	HC				
Description					Qty	Rate	Total
<p>% \$ UPON COMPLETION OF INSTALLATION</p> <p>DRUMMER BOY SOUND RESERVES THE RIGHT AND TITLE TO ALL EQUIPMENT BEING INSTALL UNTIL TOTAL BILL IS PAID IN FULL.</p> <p>DRUMMER BOY SOUND IS NOT RESPONSIBLE FOR ANY STOLEN OR VANDALIZED EQUIPMENT ONCE EQUIPMENT HAS BEEN INSTALLED.</p> <p>DRUMMER BOY SOUND CAN SUBSTITUTE ANY DISCONTINUED EQUIPMENT WITH A COMPARABLE PRODUCT WHEN NECESSARY.</p> <p>ANY CONDUIT OR ELECTRICAL WORK NEEDED FOR INSTALL IS NOT INCLUDED IN THIS PROPOSAL AND IS THE RESPONSIBILITY OF THE CLIENT TO PURCHASE.</p> <p>ANY AND ALL PERMITS NEEDED FOR THIS PROJECT IS NOT INCLUDED IN THIS PROPOSAL AND IS THE RESPONSIBILITY OF THE CLIENT (IF NEEDED).</p> <p>ANY ADDITIONAL WORK ADDED AFTER THE PROPOSAL HAS STARTED, WILL BE INVOICE ON A SEPARATE INVOICE AND WILL HAVE TO BE PAID IN FULL TO BE DONE.</p> <p>DRUMMER BOY SOUND IS NOT RESPONSIBLE FOR ANY PATCH WORK THAT IS NEEDED TO DRYWALL, STUCCO OR PLASTERING TO COMPLETE INSTALLATION.</p> <p>DBS WILL INSTALL, CONFIGURE AND TRAIN CLIENTS'S DESIGNATED PERSONNEL ON HOW EQUIPMENT WORKS. DBS OFFERS A 6 MONTH FULL CUSTOMER SUPPORT ON ALL INSTALLED EQUIPMENT, FOR THE FIRST 6 MONTHS, DBS WILL COME OUT TO TROUBLE SHOOT ANY SYSTEM ISSUES RELATED TO THE EQUIPMENT PURCHASED FROM AND INSTALLED BY DBS. THE CLIENT WILL PAY ANY APPLICABLE FEES IF DAMAGED EQUIPMENT IS DUE TO CLIENT MISUSE, NOT DEFECT. AFTER 6 MONTHS, THERE WILL BE A \$100 SERVICE CHARGE FOR TROUBLE SHOOTING ANY ISSUES AND \$75 AN HOUR (3 HOUR MINIMUM) FOR ANY WORK THAT NEEDS TO BE DONE DUE TO REPAIRS PLUS EQUIPMENT COST. ALL VISA/MASTERCARD PAYMENTS ARE SUBJECT TO A 3% ADMINISTRATIVE FEE OF TOTAL PURCHASE WITH CARD. A \$30 FEE</p>							
					Subtotal		
					Sales Tax (0.0%)		
					Total		

PLEASE SIGN AND FAX BACK TO CONFIRM THAT ABOVE ITEMS IS TO CLIENTS SATISFACTION. DEPOSIT NEEDED WITHIN 7 BUSINESS DAYS TO HOLD ESTIMATE PRICES. PRICES ARE SUBJECT CHANGE TO AFTER 7 BUSINESS DAYS.

Signature _____

Phone #	Fax #	E-mail	Web Site
877 DBS-EVENTS	305 681-3187	HAROLD@DRUMMERBOYSOUND.COM	WWW.DRUMMERBOYSOUND.COM

**DRUMMER BOY SOUND
PRODUCTIONS, INC.**

3815 NW 125 ST
MIAMI, FL. 33054

Estimate

Date	Estimate #
5/29/2013	2013-76

Bill to
LYRIC THEATER 819 NW 2 AVE MIAMI, FL. 33128

Project Name	Terms	Event Date	Rep	Crew	Venue		
	SPECIAL TERMS	5/29/2013	HC				
Description					Qty	Rate	Total
WILL BE CHARGED TO ANY RETURN CHECKS AND MUST BE PAID IMMEDIATELY IN CASHIERS'S CHECK OR CASH ONLY. AN ANNUAL SERVICE CHARGE OF (18%) (1 1/2% PER MONTH) SHALL BE APPLIED TO ANY UNPAID BALANCE NOT PAID WITHIN THE TERMS SPECIFIED ABOVE.							

Subtotal	\$65,040.00
Sales Tax (0.0%)	\$0.00
Total	\$65,040.00

PLEASE SIGN AND FAX BACK TO CONFIRM THAT ABOVE ITEMS IS TO CLIENTS SATISFACTION. DEPOSIT NEEDED WITHIN 7 BUSINESS DAYS TO HOLD ESTIMATE PRICES. PRICES ARE SUBJECT CHANGE TO AFTER 7 BUSINESS DAYS.

Signature _____

Phone #	Fax #	E-mail	Web Site
877 DBS-EVENTS	305 681-3187	HAROLD@DRUMMERBOYSOUND.COM	WWW.DRUMMERBOYSOUND.COM



City of Miami

Legislation

CRA Resolution

City Hall
3500 Pan American
Drive
Miami, FL 33133
www.miamigov.com

File Number: 13-00854

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("CRA") AUTHORIZING A GRANT, IN AN AMOUNT NOT TO EXCEED \$66,000, TO THE BLACK ARCHIVES, HISTORY AND RESEARCH FOUNDATION OF SOUTH FLORIDA, INC., TO UNDERWRITE COSTS ASSOCIATED WITH THE INSTALLATION OF VISUAL EQUIPMENT AT THE LYRIC THEATER NECESSARY FOR FILM SCREENING AND OTHER RELATED ACTIVITIES; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY FOR SAID PURPOSE; AUTHORIZING THE EXECUTIVE DIRECTOR TO DISBURSE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION; FUNDS TO BE ALLOCATED FROM SEOPW TAX INCREMENT FUND, ENTITLED "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the 2009 Southeast Overtown/Park West Redevelopment Plan ("Plan"); and

WHEREAS, the Plan, at page 11, lists the preservation of historic buildings and community heritage, and the promotion and marketing of the community as stated redevelopment goals; and

WHEREAS, the Plan, at pages 15-16, also provides that local cultural events, institutions and businesses should be promoted, older buildings that embody the area's cultural past should be restored and maintained, and the area's sense of community should be restored and unified culturally; and

WHEREAS, the Black Archives, History & Research Foundation of South Florida, Inc. ("Black Archives") is a non-profit organization whose mission is to collect, preserve and disseminate the history and culture of black South Florida from 1896 to the present, and is recognized by the Plan as a community stakeholder responsible for the promotion and preservation of the community's cultural heritage; and

WHEREAS, the Black Archives is currently undergoing an expansion of the historic Lyric Theater, and has invested funding into upgrading the Lyric Theater's audio capabilities for the exhibition of performing arts; however, the Black Archives is seeking assistance from the CRA in upgrading its visual equipment in order to facilitate the utilization of the Lyric Theater for film screenings and other related activities; and

WHERE, the Plan, at pages 93, anticipates that the CRA will assist "the Black Archives in its ongoing efforts to rehabilitate the [Lyric T]heater and make available related support facilities"; and

WHEREAS, the Board of Commissioners finds that such a grant to the Black Archives would

further the aforementioned redevelopment goals and objectives; and

WHEREAS, the Board of Commissioners wishes to authorize a grant, in an amount not to exceed \$66,000, to the Black Archives to underwrite costs associated with the installation of visual equipment at the Lyric Theater necessary for the screening of films shown to the public, and other related activities;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated herein as if fully set forth in this Section.

Section 2. The grant, in an amount not to exceed \$66,000, to the Black Archives, History and Research Foundation of South Florida, Inc. for the installation of visual equipment at the Lyric Theater, is hereby authorized.


Section 3. The Executive Director is authorized to execute all documents necessary for said purpose.

Section 4. The Executive Director is authorized to disburse funds, at his discretion, on a reimbursement basis or directly to vendors, upon presentation of invoices and satisfactory documentation.

Section 5. Funds to be allocated from SEOPW Tax Increment Fund, entitled "Other Grants and Aids," Account Code No. 10050.920101.883000.0000.00000.

Section 6. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:



JESSICA N. PACHECO, ESQ.
CRA SPECIAL COUNSEL