

# **City of Miami**

*819 NW 2<sup>nd</sup> Ave  
3<sup>rd</sup> Floor  
Miami, FL 33136  
<http://mamicra.com>*



## **Meeting Agenda**

**Thursday, April 28, 2022**

**12:00 PM**

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

## **SEOPW Community Redevelopment Agency**

*Christine King, Chair, District Five  
Alex Diaz de la Portilla, Vice Chair, District One  
Ken Russell, Board Member, District Two  
Joe Carollo, Board Member, District Three  
Manolo Reyes, Board Member, District Four*

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**SEOPW CRA OFFICE ADDRESS:**  
**819 NW 2<sup>ND</sup> AVENUE, 3<sup>RD</sup> FLOOR**  
**MIAMI, FL 33136**  
**Phone: (305) 679-6800 / Fax (305) 679-6835**  
**[www.mamicra.com](http://mamicra.com)**

**CALL TO ORDER****CRA PUBLIC COMMENTS****CRA RESOLUTION****1. CRA RESOLUTION****11871**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING A GRANT TO HOSPITALITY EMPLOYEES ADVANCEMENT AND TRAINING, INC., IN AN AMOUNT NOT TO EXCEED \$150,000.00 FOR YEAR 2022-2023, AND \$200,000.00 FOR YEAR 2023-2024, TO UNDERWRITE COSTS ASSOCIATED WITH A HOSPITALITY AND CULINARY ARTS TRAINING PROGRAM LOCATED IN THE OVERTOWN PERFORMING ARTS CENTER, 1074 NW 3RD AVENUE, MIAMI, FLORIDA; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY FOR SAID PURPOSE; FURTHER 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.

File # 11871 BACKUP

**2. CRA RESOLUTION****11874**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("CRA"), AUTHORIZING A GRANT, FOR A FOUR-YEAR PERIOD IN AN AMOUNT NOT TO EXCEED \$700,000.00 PER YEAR, OCTOBER 1, 2022 – OCTOBER 1, 2023, OCTOBER 1, 2023 – OCTOBER 1, 2024, OCTOBER 1, 2024 – OCTOBER 1, 2025, AND OCTOBER 1 2025 – OCTOBER 1, 2026 RESPECTFULLY, TOTALING IN AN AMOUNT OF \$2.8 MILLION DOLLARS, SUBJECT TO ANNUAL BUDGET APPROVAL, TO THE BLACK ARCHIVES HISTORY AND RESEARCH FOUNDATION OF SOUTH FLORIDA, INC. TO UNDERWRITE COSTS ASSOCIATED WITH THE CONTINUED OPERATION AND PROGRAMMING OF THE LYRIC THEATER CULTURAL HERITAGE INSTITUTE FOR THE \$700,000.00 PER YEAR FOR OCTOBER 1, 2022 – OCTOBER 1, 2023, OCTOBER 1, 2023 – OCTOBER 1, 2024, OCTOBER 1, 2024 – OCTOBER 1, 2025, AND OCTOBER 1 2025 – OCTOBER 1, 2026 RESPECTFULLY TOTALING AN AMOUNT OF \$2.8 MILLION DOLLARS; FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO DISBURSE FUNDS, ON AN ANNUAL BASIS, AT HIS/HER 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; FUNDS TO BE ALLOCATED FROM SEOPW TAX INCREMENT FUND, ENTITLED "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000. >

File # 11874 BACKUP

**3. CRA RESOLUTION****11876**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING THE ISSUANCE OF A GRANT, IN AN AMOUNT NOT TO EXCEED \$75,000.00, TO ENCOURAGING DREAMERS BREAKING BARRIERS, LLC, TO UNDERWRITE COSTS ASSOCIATED WITH THE OPERATION OF THE ALL STAR DETAILING SERVICES TRAINING AND SECOND-CHANCE PROGRAM FOR AUGUST 25TH, 2022 - AUGUST 24TH, 2023; FURTHER 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; ALLOCATING FUNDS FROM SEOPW, "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

File # 11876- BACKUP

**4. CRA RESOLUTION****11879**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING A GRANT, IN AN AMOUNT NOT TO EXCEED \$40,000.00, TO PEOPLES DRUG STORE, INC., FOR THE REHABILITATION OF "PEOPLE'S BAR-B-QUE", A FULL-SERVICE BAR-B-QUE RESTAURANT IN THE REDEVELOPMENT AREA, LOCATED AT 360 N.W. 8TH STREET, MIAMI, FLORIDA 33136; AUTHORIZING THE EXECUTIVE DIRECTOR TO DISBURSE FUNDS, AT HIS DISCRETION; ALLOCATING FUNDS FROM SEOPW, "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

File # 11879- BACKUP

**5. CRA RESOLUTION****11881**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY, RATIFYING FUNDS IN AN AMOUNT NOT TO EXCEED \$13,116.32, TO TWO GUYS RESTAURANT, INC; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY FOR SAID PURPOSE; FURTHER 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; ALLOCATING FUNDS FROM SEOPW, "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

File # 11881- BACKUP

**6. CRA RESOLUTION****11882**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY TO CONVEY A PORTION OF 1900 NW 2ND COURT MIAMI, FL 33136 ("TWIN-HOMES") PROPERTY TO THE CITY AND TO HAVE THE SAME DEDICATED AS A PUBLIC WAY; PROVIDING FOR INCORPORATION OF RECITAL AND PROVIDING FOR AN EFFECTIVE DATE.

File # 11882- BACKUP

7. **CRA RESOLUTION****11883**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY, AUTHORIZING A GRANT TO TRANSITION, INC., IN AN AMOUNT NOT TO EXCEED \$200,000.00, TO UNDERWRITE COSTS ASSOCIATED WITH PROVIDING WORKFORCE READINESS TRAINING AND JOB PLACEMENT SERVICES TO FORMER INMATES AND OTHERS FACING EMPLOYMENT BARRIERS IN THE REDEVELOPMENT AREA; FURTHER 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; ALLOCATING FUNDS FROM SEOPW CRA, "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

File # 11883-BACKUP

**ADJOURNMENT**

SEOPW Board of Commissioners Meeting  
April 28, 2022

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

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To: Board Chair Christine King and Date: April 21, 2022 File: 11871  
Members of the CRA Board



From: James McQueen Subject: Resolution authorizing a grant to  
Executive Director Hospitality Employees Advancement  
& Training, Inc., in an amount n

Enclosures: File # 11871 BACKUP

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**BACKGROUND:**

The attached Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) authorizes a grant to Hospitality Employees Advancement & Training, Inc. (“HEAT”), in an amount not to exceed \$150,000.00 for year 2022-2023, and \$200,000.00 for year 2023-2024, to underwrite costs associated with a hospitality and culinary arts training program (“Program”) located in the Overtown Performing Arts Center (“OPAC”) at 1074 NW 3<sup>rd</sup> Avenue, Miami, Florida 33136.

As the hotel and service industries continue to grow in Miami, it is imperative that residents of the Redevelopment Area are equipped with the requisite skills needed to seek employment with the new hotels and restaurants that are being developed.

In response to the need for training, HEAT, a non-profit corporation, developed the Program for those seeking new careers in the hospitality industry and those who want to improve their skills for career advancement. The Program will offer training courses for positions such as baker’s helper, professional cook, bus person, banquet server, and hotel guest room attendant. This Program is modeled after other successful hospitality training programs affiliated with UNITE HERE in Boston and Las Vegas, which takes a student-centered approach to training and emphasizes job placement for its graduates.

**JUSTIFICATION:**

Section 2, Goals 4 and 6, at page 11 of the 2009 Southeast Overtown/Park West Community Redevelopment Agency Plan (“Plan”) lists the “creati[on of] jobs within the community” and “improving the quality of life for residents” as stated redevelopment goals.

Section 2, Principle 4, at page 14 of the Plan provides “that employment opportunities be made available to existing residents . . .” as a stated redevelopment principle.

**FUNDING:**

\$350,000.00 allocated from SEOPW Tax Increment Fund, entitled "Other Grants and Aids" Account No. 10050.920101.883000.0000.00000.

**AGENDA ITEM  
FINANCIAL INFORMATION FORM**

**SEOPW CRA**

**CRA Board Meeting Date:** April 28, 2022

**CRA Section:**

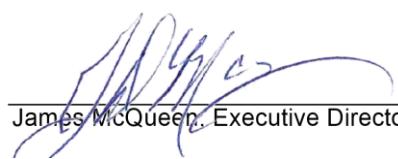
**Brief description of CRA Agenda Item:**

Authorizing a grant to Hospitality Employees Advancement & Training, Inc. ("HEAT"), in an amount not to exceed \$150,000.00 for year 2022 and \$200,000.00 for year 2023, to underwrite costs associated with a hospitality and culinary arts training program.

<p>Project Number (if applicable):</p> <p>YES, there are sufficient funds in Line Item:</p> <p>Account Code: <u>10050.920101.883000.0000.00000</u> Amount: <u>\$ 350,000.00</u></p>																				
<p>NO (Complete the following source of funds information):</p> <p>Amount budgeted in the line item: \$          Balance in the line item: \$          Amount needed in the line item: \$</p> <p>Sufficient funds will be transferred from the following line items:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">ACTION</th> <th style="text-align: left;">ACCOUNT NUMBER</th> <th style="text-align: left;">TOTAL</th> </tr> </thead> <tbody> <tr> <td colspan="3" style="text-align: center;">Project No./Index/Minot Object</td> </tr> <tr> <td>From</td> <td></td> <td>\$</td> </tr> <tr> <td>To</td> <td></td> <td>\$</td> </tr> <tr> <td>From</td> <td></td> <td>\$</td> </tr> <tr> <td>To</td> <td></td> <td>\$</td> </tr> </tbody> </table>			ACTION	ACCOUNT NUMBER	TOTAL	Project No./Index/Minot Object			From		\$	To		\$	From		\$	To		\$
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Comments:

Approved by:



James McQueen, Executive Director 4/21/2022

Approval:



Miguel A. Valentin, Finance Officer 4/21/2022



# Southeast Overtown/Park West Community Redevelopment Agency

File Type: CRA Resolution

Enactment Number:

File Number: 11871

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING A GRANT TO HOSPITALITY EMPLOYEES ADVANCEMENT AND TRAINING, INC., IN AN AMOUNT NOT TO EXCEED \$150,000.00 FOR YEAR 2022-2023, AND \$200,000.00 FOR YEAR 2023-2024, TO UNDERWRITE COSTS ASSOCIATED WITH A HOSPITALITY AND CULINARY ARTS TRAINING PROGRAM LOCATED IN THE OVERTOWN PERFORMING ARTS CENTER, 1074 NW 3RD AVENUE, MIAMI, FLORIDA; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY FOR SAID PURPOSE; FURTHER 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 ("SEOPW CRA") is a community redevelopment agency created pursuant to Chapter 163, Florida Statutes, and is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the 2009 Southeast Overtown/Park West Community Redevelopment Plan ("Plan"); and

WHEREAS, Section 2, Goal 4, at page 11 of the Plan, lists the "creati[on of] jobs within the community," as a stated redevelopment goal; and

WHEREAS, Section 2, Goal 6, at page 11 of the Plan, lists "improving the quality of life for residents," as a stated redevelopment goal; and

WHEREAS, Section 2, Principle 4, at page 14 of the Plan provides "that employment opportunities be made available to existing residents . . ." as a stated redevelopment principle; and

WHEREAS, as the hotel and service industries continue to grow in Miami, it is imperative that residents of the Redevelopment Area are equipped with the requisite skills needed to seek employment with the new hotels and restaurants that are being developed; and

WHEREAS, Hospitality Employees Advancement & Training, Inc. ("HEAT") is a non-profit hospitality and culinary arts training program ("Program") developed to prepare those seeking new careers in the hospitality industry and those who want to improve their skills for career advancement; and

WHEREAS, the Program will offer training courses for positions such as baker's helper, professional cook, bus person, banquet server, and hotel guest room attendant; and

WHEREAS, this Program is modeled after other successful hospitality training programs affiliated with UNITE HERE in Boston and Las Vegas, which takes a student-centered approach to training and emphasizes job placement for its graduates; and

WHEREAS, the Board of Commissioners wish to authorize a grant to HEAT, in an amount not to exceed \$150,000.00 for year 2022-2023, and \$200,000.00 for year 2023-2024, to underwrite costs associated with the Program that is located in the Overtown Performing Arts Center, 1074 NW 3rd Avenue, Miami, Florida 33136; and

WHEREAS, the Board of Commissioners finds that such a grant 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 Board of Commissioners hereby authorizes a grant to Hospitality Employees Advancement & Training, Inc., in an amount not to exceed to \$350,000.00, to underwrite costs associated with a hospitality and culinary arts training program located in the Overtown Performing Arts Center, 1074 NW 3rd Avenue, Miami, Florida 33136.

Section 3. The Executive Director is authorized to execute all documents necessary for the purposes set forth above.

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 are to be allocated from SEOPW Tax Increment Fund, entitled "Other Grants and Aids," Account Code No. 10050.920101.883000.0000.0000.

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

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

  
Vincent T. Brown, Staff Counsel

4/21/2022

Hospitality Employee Advancement & Training Inc.  
 871 NW 167th Street  
 Miami, FL 33169  
[heat@unitehere.org](mailto:heat@unitehere.org)

April 10, 2022



James McQueen  
 Interim Executive Director  
 Southeast Overtown/Park West Community Redevelopment Agency  
 819 NW 2nd Avenue, 3rd Floor  
 Miami, Florida 33136

Re: HEAT Proposal to Continue Partnership Training Hospitality Applicants for Good Culinary Jobs

Dear Mr. McQueen:

Thank you for the opportunity to submit a proposal to continue our partnership with the CRA to provide culinary skills training to Overtown residents and hospitality employees. This letter will serve as a summary of the attached proposal.

Hospitality Employees Advancement and Training, Inc. (HEAT) is a non-profit which provides culinary and hospitality training in partnership with UNITE HERE Local 355, union hospitality employers in South Florida, and the Overtown CRA. HEAT conducts culinary skills training at the Overtown Performing Arts Center kitchen. What makes HEAT's program unique is that HEAT tailors its training to meet the needs of participating employers and assists graduates with job placement in union jobs that provide free family health insurance, good wages, a pension, and recall rights after layoffs, a particularly important benefit during recovery from the pandemic. There is no cost for Overtown residents and employees of contributing employers to attend training classes.

In this proposal, HEAT is requesting \$150,000 for fiscal 2022 and \$200,000 for fiscal 2023 to fund student recruitment, culinary instruction and cooking supplies for a year and a half of culinary courses. Details are in the proposal budget.

HEAT is a start-up training program that began in the Fall of 2018 and conducted five, 8-week classes for line cooks. 45 students have graduated, with 16 of them residents of Overtown. From the 2018 and 2019 courses, HEAT graduated 24 students, including 6 Overtown residents all of whom were placed in cooking jobs at the Fontainebleau Resort or Marlins Stadium. Our 2020 class graduated 7 Overtown residents in the midst of job placement, however the industry shutdown within days of graduation. Our 2022 class graduated 8 students, with 3 from Overtown who are interviewing for jobs currently.

Examples of Overtown residents include Michelle Phillips, an Overtown resident who attended class while her husband was in a coma, graduated and was profiled by the Miami Herald upon graduation and after a year on the job at the Fontainebleau; Gina Antoine, an Overtown native with six children who started work the day of graduation at Marlins as Concession Cook; and Elijah Drinks-Covenas, Overtown native who was unemployed for over a year, who was hired as a Premium cook at Marlins upon graduation, the highest level cook.

In 2019, the Overtown CRA approved a grant to HEAT for \$300,000 and executed a license agreement for use of the OPAC kitchen and classroom facilities. The funds were fully utilized by September 30, 2020.

Because of pandemic employment changes, hospitality employers are facing shortages of skilled workers, especially cooks, providing a heightened opportunity to train and place Overtown residents in these high-quality jobs as we resume classes. We look forward to continuing our partnership with your team, and to providing any additional information that will assist you in this process.

I can be reached at [heat@unitehere.org](mailto:heat@unitehere.org) or 631-834-4681.

Sincerely,



Courtney Alexander  
Treasurer, HEAT

Hospitality Employee Advancement & Training Inc.  
 871 NW 167th Street  
 Miami, FL 33169  
[heat@unitehere.org](mailto:heat@unitehere.org)



## **HEAT Training Center Proposal to Southeast Overtown/Park West Community Redevelopment Agency**

April 10, 2022

Contact: Courtney Alexander, Treasurer, 631-834-4681

**Background:** The Hospitality Employees Advancement and Training, Inc. (HEAT) is the non-profit training center affiliated with UNITE HERE Local 355. HEAT provides educational and training opportunities, employer and employee outreach, and job placement services to support current and future hospitality industry employees and their employers. HEAT has entered a partnership with hotels, casinos, stadiums, and airport food service and retail stores in South Florida to help build a skilled hospitality industry workforce for the present and the future, and with the Southeast Overtown/Park West Community Redevelopment Agency to train residents for good, union hospitality jobs.

HEAT conducts culinary skills training and is developing a series of hospitality job training programs to develop or enhance the skills and education of incumbent and prospective hotel and hospitality industry employees. HEAT also conducts outreach programs to publicize its training and class offerings and surveys Participating Employers' employment needs. Upon completion of each class, HEAT assists with job placement for Participants who complete HEAT classes.

There is no cost for residents of Overtown/Park West and employees of contributing employers to attend sponsored classes.

**Rationale:** HEAT was created to provide high-quality, soft-skill and vocational training to low-income residents of South Florida in an effort to place these residents in union-affiliated employment that includes good wages, free family health insurance and a pension. In the wake of the COVID-19 pandemic, South Florida's hospitality workers need help now more than ever. HEAT has not only provided training for future employment, but also much needed aid during the extended layoffs that resulted from the almost complete shutdown of the hospitality industry in 2020. While the industry has started to recover, thousands of hospitality workers currently remain displaced.

**Benefits:** HEAT provides benefits to the employers, union, workers, and the community. Employers are seeking a high-skilled workforce that is not only able to do the work, but also show up on time, provide leadership, function well in a team setting, and excel in a fast-paced and customer-focused environment. HEAT and Local 355 strive to provide their members work in a positive environment with opportunities to move up the career ladder. HEAT's ability to match training of applicants to employer needs brings concrete hospitality job opportunities to communities through our partnership with the Southeast Overtown/Park West Community Redevelopment Agency. Workers and the community are best served when businesses are doing well, workers feel good about their employment and receive promotions, and contribute financially and otherwise to their community through good wages and benefits.

**Next Steps:** HEAT is eager to take the lessons learned in the four culinary training classes we have operated and elevate our programs into U.S. Department of Labor (US DOL) registered Apprenticeships. Once HEAT's Culinary Apprenticeship is registered by the U.S. DOL, we will add new classes to our curriculum, including more advanced culinary classes, and training in lucrative tipped positions including banquet server and bartender. In addition, HEAT will conduct classes in customer service, vocational English for speakers of other languages, and interviewing skills.

HEAT will also continue to provide much needed support to displaced hospitality workers as the industry recovers. Projections suggest that it will take another year or two before the hotel industry sees the kind of occupancy levels it enjoyed pre-pandemic, especially as convention business is slow to return.

**Proposal Budget: (budgets attached)**

- **Fiscal 2022:** \$150,000 May through September 30, 2022
- **Fiscal 2023:** \$200,000

HEAT proposes a budget for the remainder of fiscal 2022 continuing through fiscal 2023. Budgeted expenses cover personnel costs, including Culinary instructor, recruitment coordinator and half-time administrator; Technical services, including accounting and contractors; Cooking materials, including consumables, uniforms, smallwares, test kits for ServSafe testing, student supplies, sanitation, and knife sets for graduating students; Insurance costs; Furniture for classroom; Outreach, including recruitment and graduation expenses; and Contingency costs.

**Graduates:** A total of 45 students have graduated from HEAT's culinary training, 16 of whom are Overtown residents. HEAT graduated 37 students in 4 classes conducted through March 2020, when operations were suspended due to the Covid-19 emergency, which shuttered hospitality operations and reduced employment for culinary workers. HEAT graduated 8 students in March 2022, 3 of whom are Overton residents.

16 of the graduates from our 5 classes were Overtown residents. 6 Overtown residents were placed in jobs from the 2018 and 2019 classes, at Fontainebleau and Marlins Stadium. These union jobs include free family health insurance, good wages, a pension, and recall rights following layoffs, a particularly important benefit during recovery from the pandemic. Our March 2020 class graduated 7 Overtown residents in the midst of job placement, however the industry shutdown within days of graduation. 3 Overtown residents from our March 2022 graduation are conducting interviews for jobs currently.

Examples of Overtown residents who were hired include Michelle Phillips, an Overtown resident who attended class while her husband was in a coma, graduated and was profiled by the Miami Herald upon graduation and after a year on the job at the Fontainebleau

<https://www.miamiherald.com/news/business/article237577134.html> ; Gina Antoine, an Overtown native with six children who started work the day of graduation at Marlins as Concession Cook; and Elijah Drinks-Covenas, Overtown native who was unemployed for over a year, who was hired as a Premium cook at Marlins upon graduation.

Employment changes throughout the pandemic have created significant shortages for hospitality employers of skilled workers, especially cooks, providing a heightened opportunity to train and place Overtown residents in good, union cooking jobs.

**Culinary Training Program:** The primary training program provided by HEAT is the Culinary Training Program. Current courses consist of 160 hour line cook training and 40 hour specialty sautee skill course. The objective is

for graduating students to be prepared to succeed as line cooks in large hospitality kitchens. Hospitality industry employers are facing shortages of trained cooks in the current environment, and HEAT's program can assist in preparing applicants for these positions and to succeed on the job.

Line Cook Curriculum: 8 week, 160 hour course to learn introductory level line cook skills, with an emphasis on hands on learning, knife skills, and preparation of stocks, soups, salads, entrees and desserts. Food safety training and SafeServ certification are part of this training. Classes are conducted Monday – Friday, 4 hours per day.

## WORK PROCESS SCHEDULE

### OCCUPATION TITLE : COOK/LINE COOK

LINE COOK	
Pre-Apprenticeship/160hours ( 8 weeks/4 hours day) of classroom training	
Module Topics	
COURSE NAME	
welcome to HEAT	240 Minutes
Food safety & Sanitation	320 Minutes
Introduction to the Culinary Industry	200 Minutes
Kitchen Equipment	360 Minutes
Knife Skills	480 Minutes
Kitchen Math	80 Minutes
Stock Cookery	480 Minutes
appetizer cookery	720 Minutes
Soup cookery	1680 Minutes
salad cookery	960 Minutes
entrée cookery (butchering,sauces)	1920 Minutes
desert cookery	480 Minutes
final challenge (hours are including in cookery class)	960 Minutes
union day/life skills training/Resume/Mock interview	960 Minutes
deep cleaning	480 Minutes
Break and recap	240 Minutes
total hours	160 hours

**Sautee Specialty Course:** 2 week, 40 hour training for entry level cooks to improve sauteing skills. Course is intended for graduates of the Line Cook training class or working cooks to focus on learning and practicing saute techniques. Classes are conducted Monday – Friday, 4 hours per day.

## WORK PROCESS SCHEDULE

### Specialty Class for Level entry cook

2 weeks program  
5 days /week /Monday to Friday  
4 Hours DAY/ 8.00 AM to 12.00 PM

#### SUMMARY

Day 1	sauteing	chicken	4 Hours
Day 2	sauteing	red meat	4 Hours
Day 3	sauteing	Fish	4 Hours
Day 4	sauteing	Seafood	4 Hours
Day 5	sauteing	Veggies	4 Hours
Day6	sauteing	breakfast Station 1	4 Hours
Day7	sauteing	breakfast Station 2	4 Hours
Day 8	sauteing	crepe station	4 Hours
Day9	sauteing	saute station	4 Hours
Day 10	sauteing	Action station	4 Hours

#### **Workplace Sanitation Program:**

Workplace Sanitation, Safety and Disinfection Program prepares hospitality employees to increase safety for themselves and guests during the pandemic. These 4 – 6 hour courses are geared toward classifications such as kitchen and food, customer service, and room attendants.

## Select Pictures of Pre-pandemic Classes in partnership with the CRA:





## Proposed CRA Budget for HEAT

May 2022 - Sept 2022

## Proposed CRA Budget for HEAT

Oct 2022 - Sept 2023

	CRA %	Oct 22 - Sept 23
<b><u>Expenses</u></b>		
<b>Personnel Expense</b>		
Director of Culinary Instruction	100%	
Training Center Outreach Coordinator	100%	
Payroll Taxes @.0765	100%	
Benefits @ 1000/mo per FTE (\$500 indiv/1500 fam)	100%	
		<b>149,979</b>
<b>Training/Instructional Equipment</b>		
Books/Test materials/Fees (ServSafe)	100%	
Consumables	100%	
Disposables	100%	
Perishables	100%	
Safety and Sanitation	100%	
Secure Storage (student materials and equipment)	100%	
Small Equipment	100%	
Smallwares	100%	
Student Knife Kits	100%	
Student Uniforms	100%	
		<b>40,000</b>
<b>Insurance</b>		
General Liabiltiy	100%	
D&O / Professional Liabiltiy	100%	
Employee Dishonesty Bond (3-year Period)	100%	
		<b>10,021</b>
<b>Total Projected Expenses</b>		<b>200,000</b>

SEOPW Board of Commissioners Meeting  
April 28, 2022SOUTHEAST OVERTOWN/PARK WEST  
COMMUNITY REDEVELOPMENT AGENCY  
**INTER-OFFICE MEMORANDUM**

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To: Board Chair Christine King and Date: April 21, 2022 File: 11874  
Members of the CRA Board



From: James McQueen Subject: Resolution Authorizing a Grant to  
Executive Director Black Archives History and  
Research Foundation of South  
Florida, I

Enclosures: File # 11874 BACKUP

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**BACKGROUND:**

The attached Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency (“CRA”) authorizes a grant, for a four-year period, subject to annual budget approval, in an amount not to exceed \$700,000.00 per year for October 1, 2022 – October 1, 2023, October 1, 2023 – October 1, 2024, October 1, 2024 – October 1, 2025, and October 1, 2025 – October 1, 2026 respectfully totaling an amount of \$2.8 million dollars, to the Black Archives History and Research Foundation of South Florida, Inc. (“Black Archives”), to underwrite costs associated with the continued operation and programming of the Lyric Theater Cultural Heritage Institute (“Lyric Theater”) for the 2022 calendar year. In addition to providing community event space for programs sponsored by District 5.

Over the years, the CRA has supported Black Archives History and Research Foundation of South Florida, Inc., and they were successful in opening the Lyric Theater Cultural Arts Complex. The Lyric Theater is Overtown’s center of culture and entertainment. Black Archives has hosted exciting programming such as the South Florida Marching Band Precision Camp, Lyric Live, Visions of Our 44<sup>th</sup> President, Living Legends, and ICONS. Additionally, Black Archives History and Research Foundation of South Florida, Inc. was able to forge partnerships with the Greater Miami Convention & Visitors Bureau, Visit Florida, Big Bus, the Bass Museum, and Coca-Cola. Further, the CRA currently leases office space from the Black Archives at the Lyric Theater.

Black Archives History and Research Foundation of South Florida, Inc. now seeks support from the CRA to continue operations of the Lyric Theater Cultural Heritage Institute for the 2022 calendar year. Awarding a four year commitment will assist in attracting matching funds to support its programs. It will also assist in expanding Black Archives marketing and media efforts, create and attract more programming at the Lyric Theater, and continue to develop its archive collection.

**JUSTIFICATION:**

Section 2, Goal 1, at page 11, of the Southeast Overtown/Park West Community Redevelopment Agency Plan (“Plan”) lists the “preserv[ation of] historic buildings and community heritage” as a stated redevelopment goal.

Section 2, Principle 6, at page 15, of the Plan states, “local cultural events, institutions, and businesses are to be promoted” as a stated redevelopment principle. Further, Section 2, Principles 8 and 14, at page 15 of the Plan states that “older buildings that embody the area’s cultural past should be restored” and the area’s sense of community should be restored and unified culturally.

The Plan, on page 93, states that “[t]he CRA will assist in The Black Archives, History & Research Foundation of South Florida, Inc.’s on-going efforts to rehabilitate the theater and make available related support facilities”.

**FUNDING:**

\$700,000.00 allocated from SEOPW funds derived per year from FY 2023, 2024, 2025, 2026 SEOPW CRA Budget, entitled “Other Grants and Aids,” Account No. 10050.920101.883000.0000.00000.

**AGENDA ITEM  
FINANCIAL INFORMATION FORM**

**SEOPW CRA**

**CRA Board Meeting Date:** April 28, 2022

**CRA Section:**

**Brief description of CRA Agenda Item:**

Authorizing a grant, four-year period, subject to annual budget approval, in an amount not to exceed \$700,000.00 per year, totaling an amount of \$2.8 million dollars, to the Black Archives History and Research Foundation of South Florida, Inc. to underwrite the cost associated with the continued operation and programming of the Lyric Theater.

Project Number (if applicable):

YES, there are sufficient funds in Line Item:

Account Code: <u>10050.920101.883000.0000.00000</u>	Amount: <u>\$700,000.00 (FY 2023)</u>
Account Code: <u>10050.920101.883000.0000.00000</u>	Amount: <u>\$700,000.00 (FY 2024)</u>
Account Code: <u>10050.920101.883000.0000.00000</u>	Amount: <u>\$700,000.00 (FY 2025)</u>
Account Code: <u>10050.920101.883000.0000.00000</u>	Amount: <u>\$700,000.00 (FY 2026)</u>

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/Minot Object		
From		\$
To		\$
From		\$
To		\$

Comments:

Approved by:



James McQueen, Executive Director 4/21/2022

Approval:



Miguel A. Valentin, Finance Officer 4/21/2022



## Southeast Overtown/Park West Community Redevelopment Agency

**File Type: CRA Resolution**

**Enactment Number:**

**File Number: 11874**

**Final Action Date:**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("CRA"), AUTHORIZING A GRANT, FOR A FOUR-YEAR PERIOD IN AN AMOUNT NOT TO EXCEED \$700,000.00 PER YEAR, OCTOBER 1, 2022 – OCTOBER 1, 2023, OCTOBER 1, 2023 – OCTOBER 1, 2024, OCTOBER 1, 2024 – OCTOBER 1, 2025, AND OCTOBER 1, 2025 – OCTOBER 1, 2026 RESPECTFULLY, TOTALING IN AN AMOUNT OF \$2.8 MILLION DOLLARS, SUBJECT TO ANNUAL BUDGET APPROVAL, TO THE BLACK ARCHIVES HISTORY AND RESEARCH FOUNDATION OF SOUTH FLORIDA, INC. TO UNDERWRITE COSTS ASSOCIATED WITH THE CONTINUED OPERATION AND PROGRAMMING OF THE LYRIC THEATER CULTURAL HERITAGE INSTITUTE FOR THE \$700,000.00 PER YEAR FOR OCTOBER 1, 2022 – OCTOBER 1, 2023, OCTOBER 1, 2023 – OCTOBER 1, 2024, OCTOBER 1, 2024 – OCTOBER 1, 2025, AND OCTOBER 1, 2025 – OCTOBER 1, 2026 RESPECTFULLY TOTALING AN AMOUNT OF \$2.8 MILLION DOLLARS; FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO DISBURSE FUNDS, ON AN ANNUAL BASIS, AT HIS/HER 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; 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 a Community Redevelopment Agency created pursuant to Chapter 163, Florida Statutes, and 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, Goal 1, at page 11, of the Plan lists the "preserv[ation of] historic buildings and community heritage" as a stated redevelopment goal; and

WHEREAS, Section 2, Principle 6, at page 15, of the Plan states, "local cultural events, institutions, and businesses are to be promoted" as a stated redevelopment principle; and

WHEREAS, Section 2, Principles 8 and 14, at page 15 of the Plan further states that "older buildings that embody the area's cultural past should be restored" and the area's sense of community should be restored and unified culturally; and

WHEREAS, Page 93 of the Plan states that “[t]he CRA will assist in The Black Archives, History & Research Foundation of South Florida, Inc.’s on-going efforts to rehabilitate the theater and make available related support facilities;” and

WHEREAS, over the years the CRA has supported Black Archives History and Research Foundation of South Florida, Inc., and were successful in opening the Lyric Theater Cultural Arts Complex (“Lyric Theater”); and

WHEREAS, Black Archives History and Research Foundation of South Florida, Inc. has hosted exciting programming such as the South Florida Marching Band Precision Camp, Lyric Live, Visions of our 44<sup>th</sup> President, Living Legends, and ICONS; and

WHEREAS, Black Archives History and Research Foundation of South Florida, Inc. was able to forge partnerships with the Greater Miami Convention & Visitors Bureau, Visit Florida, Big Bus, the Bass Museum, and Coca-Cola; and

WHEREAS, Black Archives History and Research Foundation of South Florida, Inc. seeks support from the CRA to continue operations of the Lyric Theater Cultural Heritage Institute for the 2022 calendar year; and

WHEREAS, the Board of Commissioners wish to authorize a grant, in an amount not to exceed \$700,000.00 annually for four years, from October 1, 2022 – October 1, 2023, October 1, 2023 – October 1, 2024, October 1, 2024 – October 1, 2025, and October 1, 2025 – October 1, 2026 respectfully totaling an amount of \$2.8 million dollars, subject to annual budget approval, to Black Archives History and Research Foundation of South Florida, Inc., to underwrite costs associated with the continued operation and programming of the Lyric Theater Cultural Institute for the 2022 calendar year. In addition to providing community event space for programs sponsored by District 5; and

WHEREAS, awarding a four year commitment will assist in attracting matching funds to support its programs. It will also assist in expanding Black Archives History and Research Foundation of South Florida, Inc.’s marketing and media efforts, create and attract more programming at the Lyric Theater, and continue to develop its archive collection; and

WHEREAS, the Board of Commissioners find that authorization of this Resolution would further the aforementioned redevelopment goal and principles;

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 hereby authorizes a grant, in an amount not to exceed \$700,000.00 annually over the next four years, subject to annual budget approval, totaling an amount of \$2.8 million dollars, to Black Archives History and Research Foundation of South Florida, Inc. to underwrite costs associated with the continued operation and programming of the Lyric Theater Cultural Institute or the 2022 calendar year.

Section 3. 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 4. The Executive Director is authorized to execute all documents necessary for said purpose.

Section 5. \$700,000.00 allocated from SEOPW funds derived per year from FY 2023, 2024, 2025, 2026 SEOPW CRA Budget, entitled "Other Grants and Aids," Account No. 10050.920101.883000.0000.00000.

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

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

 Vincent T. Brown, Staff Counsel

4/21/2022

# Black Archives Historic Lyric Theater Cultural Arts Complex

March 15, 2022

## Board of Directors

Patricia Braynon  
Chair

Vice Chair

Steven J. Henriquez, CPA  
Treasurer

Dorothy Jenkins Fields, Ph.D.

Andrea J. Pelt-Thornton

N. Patrick Range II, Esq.

## Founder

Dorothy Jenkins Fields, Ph.D.

## Executive Director

*Timothy A. Barber*

Mr. James McQueen, Director  
Southeast Overtown Park West  
Community Redevelopment Agency  
819 NW 2<sup>nd</sup> Avenue, Floor 3  
Miami, FL 33136

Dear Mr. McQueen:

The Black Archives Historic Lyric Theater (BAHLT) Cultural Arts Complex mission is to promote and celebrate the rich history and culture of the community. The mission is carried out while providing training and jobs through the creation of a regional tourist designation in Miami's historically black Overtown community. We have been successful over the past several years with the support of the SEOPW CRA, helping to bring back the renaissance of the Overtown area, as the anchor and driving force of the revival of the Historic Overtown Entertainment District. Since completing the GOB expansion of the Historic Lyric Theater, the Black Archives has implemented programming that has brought 20,000 residents and tourists to the Overtown area.

Through the vibrant activities ranging from entertainment, exhibitions, education, and research at BAHLT, we have been able to train and provide numerous Overtown residents with employment at the center. We would like to continue building on the success and partnership with the SEOPW CRA that garnered sustainable activity, engaged residents and tourists highlighting arts, culture, and entertainment. We know that the continued support certainly makes the area more attractive to visitors, and increase nightlife activity that supports the Historic Overtown Entertainment District.

We are humbly requesting the renewal or extension of our grant from the SEOPW CRA for an additional four (4) years. The grant from the SEOPW CRA has allowed us to increase our ability to leverage quality programming, over more dates, which allowed us to offer more sustainable employment to residents through the bolstered activity. This commitment is what arts and culture professionals have deemed necessary to operate a successful cultural arts complex of our stature effectively on an annual basis.

We hope that SEOPW will support renewing the commitment with the Black Archives to help us to continue to be a catalyst for change in this redevelopment area, and strengthen the Black Archives Historic Lyric Theater as the anchor in this community since 1913. Overtown has a rich cultural history that should be celebrated and highlighted which is what we strive hard to achieve with the support of the Southeast Overtown Park West CRA. Thank you.

Sincerely,

*Timothy A. Barber*  
Executive Director

The Black Archives History and Research Foundation  
Historic Lyric Theater

*The Black Archives History & Research Foundation of South FL, Inc.*

**Budget Justification**

The Black Archives Historic Lyric Theater Cultural Arts Complex Historic Overtown Entertainment District Support Grant based on an overall budget of \$2,800,000 beginning October 1, 2022. The requested grant will provide \$700,000 annually in yearly support funding to the Black Archives to carry out its mission as the community anchor institution operating the Historic Lyric Theater for a period of four (4) years from October 1, 2022 to September 30, 2026. The grant funds will be allocated to the categories listed below:

**ADMINISTRATION**

Funds in this category will support professional instructional management that executes the day-to-day administration of the facility. To better enhance the long-term functionality of the programming and daily access to the facility for tourist.

**PROGRAMMING**

Funds will support the continuation of programming that supports the "Little Broadway" appeal of the Overtown Entertainment District. The Black Archives has successfully launched and promoted Overtown as a destination of choice since its inception. From "Expressions" a Jazz and Poetry showcase at the Ward Rooming House to "Lyric Live" an Apollo-styled amateur night at the Historic Lyric Theater, to now a nationally known comedy night called the Glasshouse Comedy Experience. The Black Archives has been the anchor to positive cultural activity year round in building a brand for this community and looks to extend our programming to include an urban concert series, and live theater.

**FREE COMMUNITY EVENTS**

Funding in this category will continue to support free and open to the public events, the preservation of the archival material, and archival events. This includes free programs like Community Day, Outdoor Movie Nights, Lyric Live Under the Stars, exhibits, tours, and external historic property support (ie. Dorsey House and X-Ray Clinic), among other activities.

**CRA COMMUNITY ACCESS**

Funding in this category will support the creation of increased community access programming by providing reduced-cost access grants for community groups upon approval by the SEOPW Director. This funding will support expanded activity through ease of access, which will help bolster more activity in the Historic Overtown Folklife Entertainment District, while allowing the CRA to be able to support community programming without having to have a direct association with the event other than a sponsorships. Funding will continue to support annual festivals that have become an anchor programmatic feature at the Lyric Theater like the Melton Mustafa Jazz Festival, the Urban Film Festival, the IGEN Film Festival, and the CARE Elementary Christmas Show.

**MARKETING**

Funds will support the marketing and promotion of Black Archives Historic Lyric Theater activity, its programming, and the Historic Overtown Entertainment District as a brand through social media, radio, and television.

**Grantor:** Southeast Overtown Park West CRA  
**Grant Name:** The Black Archives Lyric Theater Cultural Heritage Program  
**Organization Name:** The Black Archives History and Research foundation of South FL, Inc.  
**Grant Start:** October 1, 2022  
**Grant End Date:** September 30, 2026

SEOPW Board of Commissioners Meeting  
April 28, 2022SOUTHEAST OVERTOWN/PARK WEST  
COMMUNITY REDEVELOPMENT AGENCY  
**INTER-OFFICE MEMORANDUM**

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To: Board Chair Christine King and Date: April 21, 2022 File: 11876  
Members of the CRA Board



From: James McQueen Subject: Resolution authorizing the issuance  
Executive Director of a grant to Encouraging Dreamers  
Breaking Barriers, LLC, in an

Enclosures: File # 11876- BACKUP

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**BACKGROUND:**

The attached Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency (“CRA”) authorizes a grant, in an amount not to exceed \$75,000.00, to Encouraging Dreamers Breaking Barriers, LLC (“EDBB”) to underwrite costs associated with the operation of the All Star Detailing Services training and second-chance pilot program to be located at 1490 NW 3rd Avenue, Miami, Florida 33136, from August 25<sup>th</sup>, 2022 – August 24<sup>th</sup>, 2023.

The All Star Detailing Services training and second-chance program (“Program”) will provide on-the-job training, a robust curriculum, and employment opportunities to residents in the Redevelopment Area who are interested in entrepreneurship as it pertains to the vehicle servicing and detailing industry. Specifically, the Program will provide vehicle detailing services to the fleet of City of Miami owned vehicles. Through its Program, EDBB intends to further develop its relationship with the City of Miami Police Department and assist in bridging the gap and fostering a better relationship between the community and the police department. The Program anticipates gainfully employing between five and fifteen individuals from the Overtown community in positions ranging from “vehicle tech specialists” to supervisory level positions fostering the development of managerial skills and encouraging career advancement. Ultimately, EDBB will provide job training skills while creating job opportunities for local residents and those in need of a second chance to encourage dreams and break down societal barriers. Human Resources of Miami, Inc. (also known as the “Blue Shirts”) will provide oversight and fiscal management to EDBB in its operation of the Program. The CRA may request modifications to the Program budget if deemed necessary; and

**JUSTIFICATION:**

Pursuant to Section 163.340(9) of the Florida Statutes “community redevelopment...means undertakings, activities, or projects...in a community redevelopment area for the elimination and prevention of the development or spread of slums and blight.”

Section 2, Goals 4 and 6 on page 11 of the 2009 Southeast Overtown/Park West Community Redevelopment Plan (“Plan”) lists the “creati[on of] jobs within the community” and “improving the quality of life for residents” as stated redevelopment goals.

Section 2, Principle 4 on page 14 of the Plan provides “that employment opportunities be made available to existing residents . . .” as a stated redevelopment principle.

Section 2, Principle 6 on page 15 of the Plan also provides that in order to “address and improve the neighborhood economy and expand economic opportunities of present and future residents and businesses[,] . . . [it is necessary to] support and enhance existing businesses and . . . attract new businesses that provide needed services and economic opportunities . . .”

### **FUNDING:**

\$75,000.00 allocated from SEOPW Tax Increment Fund, entitled “Other Grants and Aids” Account No. 10050.920101.883000.0000.00000.

**AGENDA ITEM  
FINANCIAL INFORMATION FORM**

**SEOPW CRA**

**CRA Board Meeting Date:** April 28, 2022

**CRA Section:**

**Brief description of CRA Agenda Item:**

Authorizing a grant, in an amount not exceed \$75,000.00, to Encouraging Dreamers breaking Barriers, LLC to underwrite costs associated with the operation of the All Star Detailing Services training and second chance pilot program.

Project Number (if applicable):

YES, there are sufficient funds in Line Item:

Account Code: 10050.920101.883000.0000.00000 Amount: \$ 75,000.00

NO (Complete the following source of funds information):

Amount budgeted in the line item: \$

Balance in the line item: \$

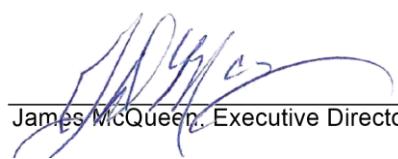
Amount needed in the line item: \$

Sufficient funds will be transferred from the following line items:

ACTION	ACCOUNT NUMBER	TOTAL
Project No./Index/Minot Object		
From		\$
To		\$
From		\$
To		\$

Comments:

Approved by:



James McQueen, Executive Director 4/21/2022

Approval:



Miguel A. Valentin, Finance Officer 4/21/2022



# Southeast Overtown/Park West Community Redevelopment Agency

File Type: CRA Resolution

Enactment Number:

File Number: 11876

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING THE ISSUANCE OF A GRANT, IN AN AMOUNT NOT TO EXCEED \$75,000.00, TO ENCOURAGING DREAMERS BREAKING BARRIERS, LLC, TO UNDERWRITE COSTS ASSOCIATED WITH THE OPERATION OF THE ALL STAR DETAILING SERVICES TRAINING AND SECOND-CHANCE PROGRAM FOR AUGUST 25TH, 2022 - AUGUST 24TH, 2023; FURTHER 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; ALLOCATING FUNDS FROM SEOPW, "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") is a community redevelopment agency created pursuant to Chapter 163, Florida Statutes, and is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the 2009 Southeast Overtown/Park West Community Redevelopment Plan ("Plan"); and

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

WHEREAS, Section 2, Principle 6 on page 15 of the Plan lists the promotion of "local cultural events, institutions, and businesses" as a stated redevelopment principle; and

WHEREAS, Section 2, Principle 6 on page 15 of the Plan provides that in order to "address and improve the neighborhood economy and expand economic opportunities of present and future residents and businesses[,] ... [it is necessary to] support and enhance existing businesses and ... attract new businesses that provide needed services and economic opportunities ..."; and

WHEREAS, the All Star Detailing Services training and second-chance program ("Program") by Encouraging Dreamers Breaking Barriers, LLC ("EDBB") will provide on-the-job training, a robust curriculum, and employment opportunities to residents in the Redevelopment Area who are interested in entrepreneurship as it pertains to the vehicle servicing and detailing industry. Specifically, the Program will provide vehicle detailing services to the fleet of vehicles owned by the City of Miami. Through its Program, EDBB also intends to further develop its

relationship with the City of Miami Police Department and assist in bridging the gap and fostering a better relationship between the community and the police department; and

WHEREAS, the Program anticipates gainfully employing between five and fifteen individuals from the Overtown community in positions ranging from “vehicle tech specialists” to supervisory level positions fostering the development of managerial skills and encouraging career advancement. Ultimately, EDBB will provide job training skills while creating job opportunities for local residents and those in need of a second chance to encourage dreams and break down societal barriers; and

WHEREAS, Human Resources of Miami, Inc. (also known as the “Blue Shirts”) will provide oversight and fiscal management to EDBB in its operation of the Program. The CRA may request modifications to the Program budget if deemed necessary; and

WHEREAS, the Board of Commissioners wishes to authorize a grant, in an amount not to exceed \$75,000.00 to EDBB to underwrite costs associated with the operation of the Program; and

WHEREAS, the Board of Commissioners finds that such a grant would further the CRA’s 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 Board of Commissioners hereby authorizes the issuance of a grant in an amount not to exceed \$75,000.00, to Encouraging Dreamers Breaking Barriers, LLC to underwrite costs associated with the operation of the All Star Detailing Services training and second-chance program to be located at 1490 NW 3rd Avenue, Miami, Florida 33136 for August 25<sup>th</sup>, 2022 – August 24<sup>th</sup>, 2023.

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:

Vincent T. Brown, Staff Counsel

4/21/2022

## **PROPOSED FUNDING REQUEST**



**Encouraging Dreamers Breaking Barriers, LLC**

**Project Name**

**EDBB Allstars Youth Escape Detailing Services**

**Prepared For**

**The City of Miami SEOPW CRA**

**Prepared By**

**Ijamyn Gray**

**Encouraging Dreamers Breaking Barriers, LLC**

**1490 NW 3rd Avenue | Miami, FL 33136**

**Tel: 786.317.7729**

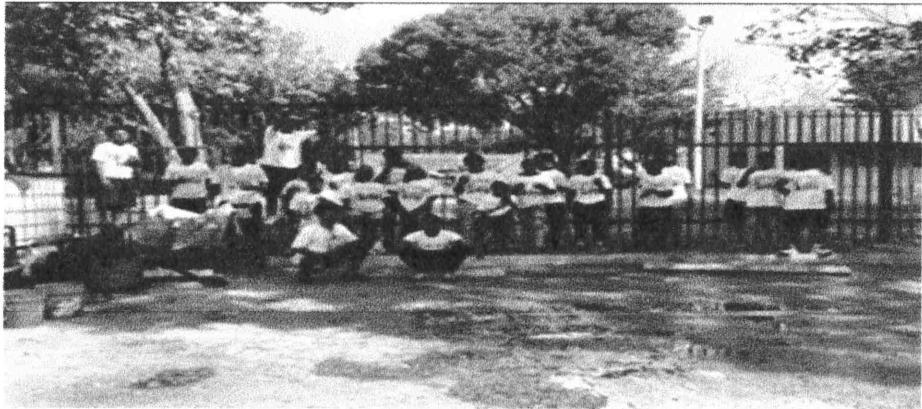
**[ijamyngray62@gmail.com](mailto:ijamyngray62@gmail.com)**

**Submitted on**

**April 8, 2022**



PO Box 11363, Miami FL 33101  
 Office (786) 317-7729  
 Email: [encouragingdreamers@gmail.com](mailto:encouragingdreamers@gmail.com)



## FACT SHEET

### WHO WE ARE:

Encouraging Dreamers Breaking Barriers, LLC, was established in 2017. We are a for profit organization currently located at 1490 NW 3<sup>rd</sup> Avenue, Suite 106, Miami, Florida 33136. This organization is founded on removing barriers encountered among youth and young men ages 14-24 living in the City of Miami. Our mission is to provide mentorship while uniting the diverse cultures in underprivileged communities by exposing them to entrepreneurship opportunities while educating them in life skills training and promoting successful ways for maturing from an adolescent to a young adult.

### WHAT WE DO:

We offer participation in our paid on the job training followed by job opportunities as well as entrepreneurial opportunities for residents between the ages of 16-24, living in underprivileged communities within the City of Miami. Our most current on the job paid training and job placement opportunities are offered through our All-Star Youth Escape Carwash Detail Service, launched in August of 2021, amid the pandemic. Our carwash initiative has been successful in improving the quality of life for our fifteen (15) participants by assuring job placement after completion of their job training. Our mobile carwash pop-ups has also allowed our participants to provide services at many community events and businesses within the City of Miami.

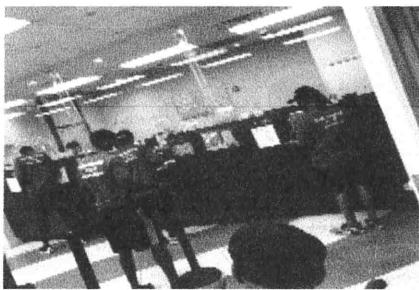


PO Box 11363, Miami FL 33101  
 Office (786) 317-7729  
 Email: [encouragingdreamers@gmail.com](mailto:encouragingdreamers@gmail.com)

## PRIOR YEAR PROJECT DELIVERABLES:

Staying true to our mission, we partnered with and supported local businesses to provide the following services and incentives to our participants:

SERVICES PROVIDED / DELIVERABLES	PROVIDED BY	SUCCESS RATE
Talent Acquisitions <ul style="list-style-type: none"> <li>The hiring of 15-20 youth and adults within the City of Miami</li> <li>The participation of 15 youth volunteers during Spring break</li> </ul>	Career Source South Florida  Referrals from Local Businesses and Residents	Improved social skills, Increased self-esteem and self-sufficiency and promotes a sense of fulfillment through community engagements
On the job car detailing training which includes car tech videos	Encouraging Dreamers Breaking Barriers, LLC	All employees are certified car specialists within four weeks
Financial Literacy Classes	Regions Bank	90% of employees open new bank accounts within four weeks
Mentorship and Life Skills	Daily Staff Meetings - Encouraging Dreamers Breaking Barriers, LLC	95% of attendance rate, 95% employee uniformity and enhanced customers service
Supplies purchased for the business were purchased from local business <ul style="list-style-type: none"> <li>Neighborhood Price Choice</li> </ul>	EDBB, INC (non-profit organization) and Encouraging Dreamers Breaking Barriers, LLC	Improved social skills, Increased self-esteem and self-sufficiency and promotes a sense of fulfillment through community engagements
Meals for our participants were purchased from local business <ul style="list-style-type: none"> <li>2 Guys, Chic-fil-A</li> </ul>	EDBB, INC (non-profit organization) and Encouraging Dreamers Breaking Barriers, LLC	Improved social skills, Increased self-esteem and self-sufficiency and promotes a sense of fulfillment through community engagements
Participation in the following community events: Father and Son Football Tournament, Thanksgiving Turkey Drive, Community Pop-up Events, Valentine Grams Drive, EDBB Annual Christmas Wishlist Event	EDBB, INC (non-profit organization) and Encouraging Dreamers Breaking Barriers, LLC	Improved social skills, Increased self-esteem and self-confidence and promotes a sense of fulfillment through community engagements





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 Office (786) 317-7729  
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## PRIOR YEAR PROJECT SUCCESS STORIES:

### SUCCESS STORY NO. 1

Our first success story was finding my father Randy Hudnell. One day God asked me "how can I save the world and forget about my own. With that though in mind I found my father who was homeless and on drugs at the time. It was a challenge looking past him being an absent parent but with God's permission I was able to forgive my father for his shortfall and offer him a life changing opportunity through employment with Encouraging Dreamer's Breaking Barriers Allstars Detailing Service. Mr. Hudnell, now has a stable job as a car tech specialist/record keeper, he has his own place and is no longer homeless. Our next mission is to assist him with his dream of opening his own business of selling nutritious and delicious organic and natural food and drinks. – Ijamyn Gray, CEO of Encouraging Dreamers Breaking Barriers, LLC

### SUCCESS STORY NO. 2

The second success story is helping groom and mentor Antiwone Johnson, who has been a part of Encouraging Dreamer's Breaking Barriers Allstars Detailing Service from its start. His dream is to someday own his own security company. As a result of shadowing the owner of EDBB, Antiwone has learned the tools needed to operate and manage his own business. He is now the proud owner of A3 Security Services, LLC, which is another service provided under the EDBB umbrella.

– Ijamyn Gray, CEO of Encouraging Dreamers Breaking Barriers, LLC

### SUCCESS STORY NO. 3

Our third success story was the hiring of a young man name Robert Whittle. He was featured on a documentary – Behind the Bars in Miami, where he was in Bootcamp after serving 5 ½ years in prison. He was released in June of 2021, and since his release from prison he has been employed by Encouraging Dreamer's Breaking Barriers Allstars Detailing Service. As a result he now has a stable source of income, has opened a bank account and has transformed his mind into being a model citizen and employee.

– Ijamyn Gray, CEO of Encouraging Dreamers Breaking Barriers, LLC

### SUCCESS STORY NO. 4

The fourth success story is the hiring of over 20 youth from different communities and creating a safe haven through our carwash youth escape initiative. These youth are learning the true meaning of "One Brother One Hood". Each day they realize that this carwash is a life changing opportunity where we wash away our past while waxing into a brighter future

– Ijamyn Gray, CEO of Encouraging Dreamers Breaking Barriers, LLC



PO Box 11363, Miami FL 33101  
 Office (786) 317-7729  
 Email: [encouragingdreamers@gmail.com](mailto:encouragingdreamers@gmail.com)

## WHAT WE NEED:

We are pleased to submit this proposal for services to support our desire to build a relationship with the City of Miami SEOPW CRA; and work in conjunction with the city achieving its redevelopment goals by supporting a local standard car washing project. This project will enhance City of Miami residents by providing jobs and a service within the local community, while improving the quality of life and promoting entrepreneurship and technology innovations to its participants. In order to keep this effort ongoing, we are seeking your monetary support in the amount of Seventy-Five Thousand Dollars (\$75,000.00) to be used to fund our car wash/mentorship initiative expenses. With your sponsorship we will be able to reach fifteen to twenty young people living within the City of Miami.

Our goal is to give the youth of today an opportunity to learn all the tools needed in becoming a successful business owner and a productive citizen. We realize not all youth are suited for college after graduating from high school. However, all youth can become productive citizens' by earning and learning. With your financial assistance this opportunity will continue to create jobs for our youth and give them a responsibility geared towards earning an honest living. It will promote self-worth and reduce the chances of our participants from engaging in unproductive activities. I truly believe initiatives such as this is a necessity throughout our unprivileged neighborhoods/communities which ultimately empower our youth to become self-sufficient productive citizens. The requested funds will be allocated as follows:

Item No.	Description	Unit Price	Line Total
1	TRAIINEES		\$45,000.00
2	ADMINSTRATIVE SERVICES		\$ 3,000.00
3	CONTRACT MANAGER		\$15,000.00
4	SPECIAL PERMITS / LICENSES		\$ 1,500.00
5	UNIFORMS		\$ 2,000.00
6	MEALS		\$ 1,000.00
7	OFFICE SUPPLIES		\$ 1,500.00
8	EQUIPMENT/SUPPLIES STORAGE PODS		\$ 1,500.00
9	INSURANCES		\$ 1,500.00
10	FRINGE BENEFITS		\$ 2,000.00
11	BUSINESS TRAVELS		\$ 1,000.00
12	Infrastructure Request – EDBB is requesting the continued use of the property located at 1490 NW 3 <sup>rd</sup> Avenue for its services and mentorship program		
		<b>Total Budget</b>	<b>\$ 75,000.00</b>



PO Box 11363, Miami FL 33101  
 Office (786) 317-7729  
 Email: [encouragingdreamers@gmail.com](mailto:encouragingdreamers@gmail.com)

## WHY WE NEED IT:

We have seen the effects of our program and community engagements and the outcome has been phenomenal thus far. I am a testimony of how programs such as this made a difference in my childhood. With youth violence on the rise our organization is committed to providing job opportunities, mentorship and other trainings, which teach life skills that focus on how to work through the many barriers that may prevent our participants from succeeding.

## CONCLUSION:

Encouraging Dreamers Breaking Barriers, LLC takes pride in caring for our employees, our customers, our shareholders and our environment. We hire dedicated employees who have similar values. We are a customer-first establishment and we provide all of our employees the opportunity to build everlasting careers. EDBB All Star Youth Escape Detailing Services has created a working environment in the City of Miami where employees can perform their best and strive to achieve his or her personal goals. Because of our detailed training and safety program, we encourage our employees to dream big despite the barriers we face.

We are confident that we can meet the challenges ahead and stand ready to partner with you in delivering an effective, employee invested, and customer first solution.

Thank you for your consideration,

Mr. Ijamyn Gray, Founder

Encouraging Dreamers Breaking Barriers, LLC  
 (EDBB All Star Youth Escape Carwash Detailing Services)

SEOPW Board of Commissioners Meeting  
April 28, 2022SOUTHEAST OVERTOWN/PARK WEST  
COMMUNITY REDEVELOPMENT AGENCY  
**INTER-OFFICE MEMORANDUM**

---

To: Board Chair Christine King and Date: April 21, 2022 File: 11879  
Members of the CRA Board



Subject: Resolution authorizing additional funding, in an amount not to exceed \$40,000.00, to underwrite cost

From: James McQueen Enclosures: File # 11879- BACKUP  
Executive Director

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**BACKGROUND:**

The attached Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) authorizes an additional grant, in an amount not to exceed \$40,000.00, to underwrite costs associated with the completion of the rehabilitation of People’s Bar-B-Que, a full-service barbecue restaurant located at 360 N.W. 8<sup>th</sup> Street, Miami, Florida 33136 (“Property”).

On December 29, 2014, pursuant to Resolution No. CRA-R-14-0075, the Board of Commissioners (“Board”), authorized the issuance of a grant to Gloria B. Lewis (“Grantee”), in an amount not to exceed \$1,000,000.00, to underwrite costs associated with the rehabilitation of People’s Bar-B-Que (“Project”). Upon completion of the design phase of the Project, final pricing was obtained indicating that additional funding for the Project would be required. Pursuant to Resolutions No. CRA-R-18-0021, and CRA-R-19-0040 the Board authorized additional grants totaling \$425,000.00 to underwrite costs toward the completion of the project.

The project was nearing completion and was slated to open in June of 2020 when the Coronavirus 2019 (“Covid-19”) pandemic caused a halt to work and jeopardized the successful re-opening of the business. When the project stopped, the remaining work was limited to the installation of a covered walkway roof (which had begun), close-out of the open permits, and miscellaneous punch list items. The requested additional funds will be used to remove and replace the deteriorated wood for the covered walkway roof that was previously installed, along with the remaining items needed for project close-out.

People’s Bar-B-Que has been a staple in the Overtown community since 1961. Its preservation is vital to maintaining a long-standing business in the community during a time of significant development in Overtown. Therefore, it is recommended that the Board approve this Resolution to ensure successful completion of the Project.

**JUSTIFICATION:**

Section 2, Goals 4 and 6, at page 11 of the Southeast Overtown/Park West Community Redevelopment Agency Plan (“Plan”) lists the “creati[on of] jobs within the community” and “improving quality of life for residents” as stated redevelopment goals.

Section 2, Principle 4, at page 14 of the Plan provides that “employment opportunities be made available to existing residents ...” as a stated redevelopment principle.

Section 2, Principle 6, at page 15 of the Plan provides that in order to “address and improve the neighborhood economy and expand economic opportunities of present and future residents and businesses[,] ... [it is necessary to] support and enhance existing businesses and ... attract new businesses that provide needed services and economic opportunities ...” as a stated redevelopment principle.

**FUNDING:**

\$40,000.00 allocated from SEOPW Tax Increment Fund, entitled “Other Grants and Aids” Account No. 10050.920101.883000.0000.00000.

**AGENDA ITEM  
FINANCIAL INFORMATION FORM**

**SEOPW CRA**

**CRA Board Meeting Date:** April 28, 2022

**CRA Section:**

**Brief description of CRA Agenda Item:**

Authorizing a grant, in an amount not to exceed \$40,000.00, to Peoples Drug Store, Inc for the rehabilitation of “People’s Bar-B-Que” a full service bar-b-que restaurant.

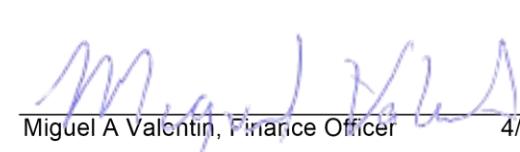
Project Number (if applicable):		
YES, there are sufficient funds in Line Item:		
Account Code: <u>10050.920101.883000.0000.00000</u> Amount: <u>\$40,000.00</u>		
NO (Complete the following source of funds information):		
Amount budgeted in the line item: \$		
Balance in the line item: \$		
Amount needed in the line item: \$		
Sufficient funds will be transferred from the following line items:		
ACTION	ACCOUNT NUMBER	TOTAL
Project No./Index/Minot Object		
From		\$
To		\$
From		\$
To		\$

Comments:

Approved by:

  
 James McQueen, Executive Director 4/21/2022

Approval:

  
 Miguel A. Valentin, Finance Officer 4/21/2022



## Southeast Overtown/Park West Community Redevelopment Agency

File Type: CRA Resolution

Enactment Number:

File Number: 11879

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING A GRANT, IN AN AMOUNT NOT TO EXCEED \$40,000.00, TO PEOPLES DRUG STORE, INC., FOR THE REHABILITATION OF "PEOPLE'S BAR-B-QUE", A FULL-SERVICE BAR-B-QUE RESTAURANT IN THE REDEVELOPMENT AREA, LOCATED AT 360 N.W. 8TH STREET, MIAMI, FLORIDA 33136; AUTHORIZING THE EXECUTIVE DIRECTOR TO DISBURSE FUNDS, AT HIS DISCRETION; ALLOCATING FUNDS FROM SEOPW, "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") is a community redevelopment agency created pursuant to Chapter 163, Florida Statutes, and 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 4, at page 14 of the Plan provides that "employment opportunities be made available to existing residents..." as stated redevelopment principle; and

WHEREAS, Section 2, Principle 6, at page 15 of the Plan provides that in order to "address and improve the neighborhood economy and expand economic opportunities of present and future residents and businesses[,] ... [it is necessary to] support and enhance existing businesses and ... attract new businesses that provide needed services and economic opportunities ...;" and

WHEREAS, On December 29, 2014, pursuant to Resolution No. CRA-R-14-0075, the Board of Commissioners ("Board"), authorized the issuance of a grant to Gloria B. Lewis ("Grantee"), in an amount not to exceed \$1,000,000.00, to underwrite costs associated with the rehabilitation of People's Bar-B-Que ("Project"); and

WHEREAS, Upon completion of the design phase of the Project, final pricing was obtained indicating that additional funding for the Project would be required. Pursuant to Resolutions No. CRA-R-18-0021, and CRA-R-19-0040 the Board authorized additional grants totaling \$425,000.00 to underwrite costs toward the completion of the project.; and

WHEREAS, People's Bar-B-Que has been a staple in the Overtown community since 1961. Its preservation is vital to maintaining a long-standing business in the community during a time of significant development in Overtown. Therefore, it is recommended that the Board approve this Resolution to ensure successful completion of the Project; and

WHEREAS, the Board of Commissioners wish to authorize a grant in an amount not to exceed \$40,000.00 to Grantee to underwrite costs associated with the completion of the Project; and

WHEREAS, the Board of Commissioners finds that authorizing this Resolution 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 Board of Commissioners hereby authorizes a grant to Gloria B. Lewis, in an amount not to exceed \$40,000.00, to underwrite costs associated with completing the rehabilitation at People's Bar-B-Que located at 360 N.W. 8<sup>th</sup> Street, Miami, Florida 33136.

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:

 Vincent T. Brown, Staff Counsel

4/21/2022

**People's BBQ Renovation Project**  
**Expenditures Breakdown**

Total of previously awarded grants	\$1,425,000
Expendited Amount for Completed Work	\$1,408,957
Remaining Available Grant Funds	\$16,043
Cost of GC proposal (Remaining work to close-out permits)	\$39,945
Cost for revised engineered drawing to resolve inspector's comment	\$1,500
Signage, clean-up, punchlist items	\$6,250
Total Cost for Remaining Work	\$47,695
Remaining Available Funds	\$16,043
Additional Funds Required	\$31,652
Contingency	\$8,348
<b>Total Recommended Additional Grant Amount</b>	<b>\$40,000</b>





Ascxnd LLC  
1451 W Cypress Creek Road, Suite 300  
Fort Lauderdale, FL 33309

## QUOTE

INVOICE # 22-201  
DATE: 01 / 20 / 22

Phone: (954) 529-7907  
Email: info@ascxnd.com

BILL TO:

SEOPW CRA  
825 NW 2<sup>nd</sup> Ave  
Miami, FL 33136

Project: People's Bar-B-Que Restaurant  
360 NW 8<sup>th</sup> St, Miami, FL 33136

Item	Description	Cost
1	Metal Canopy Roof	21,000.00
2	Dumpster Ramp + Front Gate Enclosure	1,200.00
3	Toilet Repair (1) + Toilet Replacement (1)	1,400.00
4	Glass Window Replacement (6)	6,535.00
5	Back Double Door Replacement (1)	2,100.00
	Sub-total	\$ 32,235.00
	Fee & tax	\$ 7,710.00
	Total	\$ 39,945.00

Attachment: File # 11879- BACKUP (11879 : Resolution authorizing additional funding, in an amount not to exceed \$40,000.00, to underwrite

SEOPW Board of Commissioners Meeting  
April 28, 2022SOUTHEAST OVERTOWN/PARK WEST  
COMMUNITY REDEVELOPMENT AGENCY  
**INTER-OFFICE MEMORANDUM**

---

To: Board Chair Christine King and Date: April 21, 2022 File: 11881  
Members of the CRA Board



From: James McQueen Subject: Resolution Authorizing ratification for  
Executive Director equipment purchased for Two Guys  
Restaurant, Inc. in amount

Enclosures: File # 11881- BACKUP

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**BACKGROUND:**

The attached Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) seeks ratification of funds in the amount of \$13,116.32, for equipment. Coronavirus disease 2019 (COVID-19) is an infectious disease caused by severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2), a novel coronavirus that was first identified in December 2019. On March 12, 2020, the City of Miami declared a state of emergency as a result of COVID-19 and has extended it in seven (7) day increments since. As a result of COVID-19, many small businesses, particularly those within the SEOPW CRA Redevelopment Area, are struggling desperately to survive.

**JUSTIFICATION:**

Section 2, Goals 4 and 6, at page 11, of the Southeast Overtown/Park West Community Redevelopment Agency Plan (“Plan”) lists the “creati[on of] jobs within the community” and “improving quality of life for residents” as stated redevelopment goals.

Section 2, Principle 4, at page 14, of the Plan provides that “employment opportunities be made available to existing residents ...”. Further, Section 2, Principle 6, at page 15 provides that in order to “address and improve the neighborhood economy and expand economic opportunities of present and future residents and businesses[,] ... [it is necessary to] support and enhance existing businesses and ... attract new businesses that provide needed services and economic opportunities ....”

**FUNDING:**

Funds derived from rent collected from Overtown Shopping Center, Account Code No. 10050.920101.883000.0000.00000.

**AGENDA ITEM**  
**FINANCIAL INFORMATION FORM**

**SEOPW CRA**

**CRA Board Meeting Date:** April 28, 2022

**CRA Section:**

**Brief description of CRA Agenda Item:**

Ratifying the expenditure in the amount of \$13,116.32, for the purchase of equipment for Two Guys Restaurant Inc.

Project Number (if applicable):		
YES, there are sufficient funds in Line Item:		
Account Code: <u>10050.920101.883000.0000.00000</u> Amount: <u>\$ 13,116.32</u>		
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/Minot Object		
From		\$
To		\$
From		\$
To		\$

Comments: Funds derive from rent collections from the Overtown Shopping Center.  
Approved by:

  
James McQueen, Executive Director 4/21/2022

Approval:

  
Miguel A. Valentin, Finance Officer 4/21/2022



## Southeast Overtown/Park West Community Redevelopment Agency

**File Type: CRA Resolution**

**Enactment Number:**

**File Number: 11881**

**Final Action Date:**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY, RATIFYING FUNDS IN AN AMOUNT NOT TO EXCEED \$13,116.32, TO TWO GUYS RESTAURANT, INC; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY FOR SAID PURPOSE; FURTHER 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; ALLOCATING FUNDS FROM SEOPW, "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") is a community redevelopment agency created pursuant to Chapter 163, Florida Statutes, and 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 4, at page 14, of the Plan provides that "employment opportunities be made available to existing residents..." as a stated redevelopment principle; and

WHEREAS, Section 2, Principle 6, at page 15, of the Plan provides that in order to "address and improve the neighborhood economy and expand economic opportunities of present and future residents and businesses[,] ... [it is necessary to] support and enhance existing businesses and ... attract new businesses that provide needed services and economic opportunities ...;" and

WHEREAS, Coronavirus disease 2019 (COVID-19) is an infectious disease caused by severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2), a novel coronavirus that was first identified in December 2019. On March 12, 2020, the City of Miami declared a state of emergency as a result of COVID-19 and has extended it in seven (7) day increments since.; and

WHEREAS, As a result of COVID-19, many small businesses, particularly those within the SEOPW CRA Redevelopment Area, are struggling desperately to survive.; and

WHEREAS, the Board of Commissioners finds that authorizing this Resolution would further the above mentioned 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 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 derived from rent collected from Overtown Shopping Center, 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:

 Vincent T. Brown, Staff Counsel

4/21/2022



Global Restaurant Equipment &amp; Supplies, Inc.

650 NW 123rd Street  
 North Miami, FL 33168  
 Phone: (305)688-8700  
 Fax: (305)688-9455

Order Date: 03/21/2022 Order #: 95983

## Invoice

## BILL TO

SEOPW CRA  
 819 NW 2nd Avenue 3rd Floor  
 Miami, FL 33136  
 USA  
 Phone: (305)679-6810  
 Email: MAValentin@miamigov.com

## Customer #

18598

## SHIP TO

Two Guys Restaurants  
 1490 NW 3rd Avenue #180  
 Miami, FL 33136  
 USA

Order	Salesperson	Customer PO	Ship Via	Terms	Page		
95983	Fanny Duskier	IFY2022	Best Way	Cash on Delivery	1 Of 2		
Ord	Inv	B/O	Item # / Description	UOM	Unit Price	Disc	Disc Price
1	0	1	SPAR-SD-72 \ Curved Glass Deli Case, 70-3/4", bottom mounted self-contained refrigeration, anti-fog glass face, (2) adjustable glass shelves (12" & 16") plus 21" base, interior lighting, digital temperature display, (2) rear doors, 201 stainless steel exterior, R290 Hydrocarbon refrigerant, 3/4 HP, 110v/60/1-ph, 13.5 amps, NEMA 5-15P, cETLus, ETL-Sanitation 2 Year parts & labor, 5 year compressor warranty, standard	EA	6,982.50	.00%	6,982.50
1	0	1	AAMA-ST-4E \ (4) Well Steam Table Electric with Acrylic Sneeze Guard and front cover all the bottom 220 VOLT	EA	2,790.00	.00%	2,790.00
1	0	0	FREIGHT \ Freight for for SD-72	EA	250.00	.00%	250.00
1	0	1	WINH-NHPL-1836C-DGT \ Non-Insulated Heater/Proofer Cabinet, mobile, full height, 21"W x 30-3/4"D x 66-1/2"H, aluminum construction, forced air, accommodates (35) 18" x 26" pans, dual proof/heat control, lift-off clear door, removable control drawer, LED thermometer display, includes corner bumpers, (2) swivel plate casters & (2) swivel/brake plate casters with polyurethane tread, NEMA 5-15P, 14.0 amps, 1440 watts, 120v/60/1-ph, cETLus, NSF (order #684684)"	EA	2,598.82	.00%	2,598.82
1	0	0	GLOB-DELIVERY \ Delivery Charges	EA	195.00	.00%	195.00

ALL SALES FINAL NO REFUNDS.  
 PLEASE VERIFY SHIPMENT FOR ANY DAMAGES OR MISSING PIECES BEFORE YOU

Customer agrees that he/she has read, approved, and agrees to all of the terms and conditions of the Contract, including all Additional Provisions. A copy of the additional provisions include a Security Agreement, Limitation of Warranties, and Limitations of Damages Provision is available to you, do not sign this Contract before you read it. Customer acknowledges reading and understanding the terms and conditions on this agreement and acknowledges receipt of a copy. The undersigned represents and warrants that he/she is an authorized corporate representative, authorized agent, or partner.

Sales Total	\$12,816.32
Freight	300.00
Install	.00
Misc.	.00
Taxable	12,816.32
Sales Tax	.00
Invoice Total	\$13,116.32

Print Name \_\_\_\_\_

Cust. Signature \_\_\_\_\_

Authorizing Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Date \_\_\_\_\_

SEOPW Board of Commissioners Meeting  
April 28, 2022

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

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To: Board Chair Christine King and Date: April 21, 2022 File: 11882  
Members of the CRA Board



From: James McQueen Subject: Resolution authorizing conveyance  
Executive Director of a portion of 1900 NW 2nd Court to  
the City for conveyance as a

Enclosures: File # 11882- BACKUP

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**BACKGROUND:**

On October 9, 2018, the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) issued an “Invitation To Bid” (ITB No.18-01) for the SEOPW CRA Twin-homes affordable housing project located at 1900 NW 2<sup>nd</sup> Court, Miami, FL 33136 (“Twin-homes”). As part of an affordable homeownership initiative, the Southeast Overtown/Park West Community Redevelopment Agency recently completed development of a two-family residence or “Twin-homes” located at 1900 NW 2<sup>nd</sup> CT. During the permitting and construction of the project, it became evident that a portion of the property was labeled with a street sign as NW 19<sup>th</sup> ST and being used by the public for the past several years as a through street, despite being indicated on the survey and in the City of Miami Atlas as private property.

It is recommended that a portion of the Twin-homes property be formally dedicated as a public way to prevent a dead-end condition for east-bound traffic on NW 19<sup>th</sup> Street and allow for the continued use by the public in an appropriate manner. This dedication would have no detrimental effects to the remaining Twin-homes property or its residents as the placement of the structure is outside to the portion of the property in question.

**JUSTIFICATION:**

This action requested herein furthers the goals set forth in Resolution CRA-R-19-009 by allowing for the property, which is situated as roadway, to be conveyed to the City so that the roadway benefits the public as a through street for public safety and general public use.

Further, it reduces the tax liability that the homeowners of Twin-home would be responsible for, thereby making homeownership more affordable in keeping with Section 2, Goal 3, at page 11 and Section 2, Principle 2, at page 14 of the 2009 Southwest Overton Park West

Florida Statutes, Section 163.335(6) of the Community Redevelopment Act found and declared that there exists “... a severe shortage of housing affordable to residents of low or moderate income, including the

elderly... [and] such condition[s] affect the health, safety and welfare of the residents ... and retards their growth and economic and social development ....”

Section 2, Goal 3, at page 11 of the 2009 Southeast Overtown/Park West Community Redevelopment Plan (“Plan”) lists “creating infill housing, diversity in housing types, and retaining affordable housing” as a stated redevelopment goal.

Section 2, Principle 2 at page 14 of the Plan also provides that “the neighborhood has to retain access to affordable housing even as the neighborhood becomes more desirable to households with greater means” as a stated redevelopment principle.

Section 2, Principle 3, at page 14 of the Plan further provides that “there must be variety in housing options” as a stated redevelopment principle.

### **FUNDING:**

No financial impact.

**AGENDA ITEM**  
**FINANCIAL INFORMATION FORM**

**SEOPW CRA**

**CRA Board Meeting Date:** April 28, 2022

**CRA Section:**

Approved by:



James McQueen, Executive Director

4/21/2022

Approval:



Miguel A Valentin, Finance Officer

4/21/2022



# Southeast Overtown/Park West Community Redevelopment Agency

File Type: CRA Resolution

Enactment Number:

File Number: 11882

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY TO CONVEY A PORTION OF 1900 NW 2ND COURT MIAMI, FL 33136 ("TWIN-HOMES") PROPERTY TO THE CITY AND TO HAVE THE SAME DEDICATED AS A PUBLIC WAY; PROVIDING FOR INCORPORATION OF RECITAL AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("SEOPW CRA") is a community redevelopment agency created pursuant to Chapter 163, Florida Statutes, and 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, Florida Statutes, Section 163.335(6) of the Community Redevelopment Act found and declared that there exists "... a severe shortage of housing affordable to residents of low or moderate income, including the elderly... [and] such condition[s] affect the health, safety and welfare of the residents ... and retards their growth and economic and social development ...."; and

WHEREAS, THE SEOPW CRA wishes to convey a portion of the Twin-homes property the City and have the same dedicated as a public way; and

WHEREAS, Section 2, Principle 2 at page 14 of the Plan also provides that "the neighborhood has to retain access to affordable housing even as the neighborhood becomes more desirable to households with greater means" as a stated redevelopment principle; and

WHEREAS, Section 2, Principle 3, at page 14 of the Plan further provides that "there must be variety in housing options" as a stated redevelopment principle; and

WHEREAS, on October 9, 2018, the SEOPW CRA issued an "Invitation To Bid" (ITB 18-01) for the SEOPW CRA Twin-homes affordable housing project located at 1900 NW 2<sup>nd</sup> Court, Miami, FL 33136; and

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.

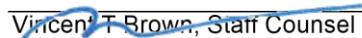
Section 2. The Board of Commissioners hereby authorizes the Executive Director to convey a portion of the Twin-homes property to the City and have the same dedicated as a public way;

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

Section 4. No financial impact.

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

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

 Vincent T. Brown, Staff Counsel

4/21/2022

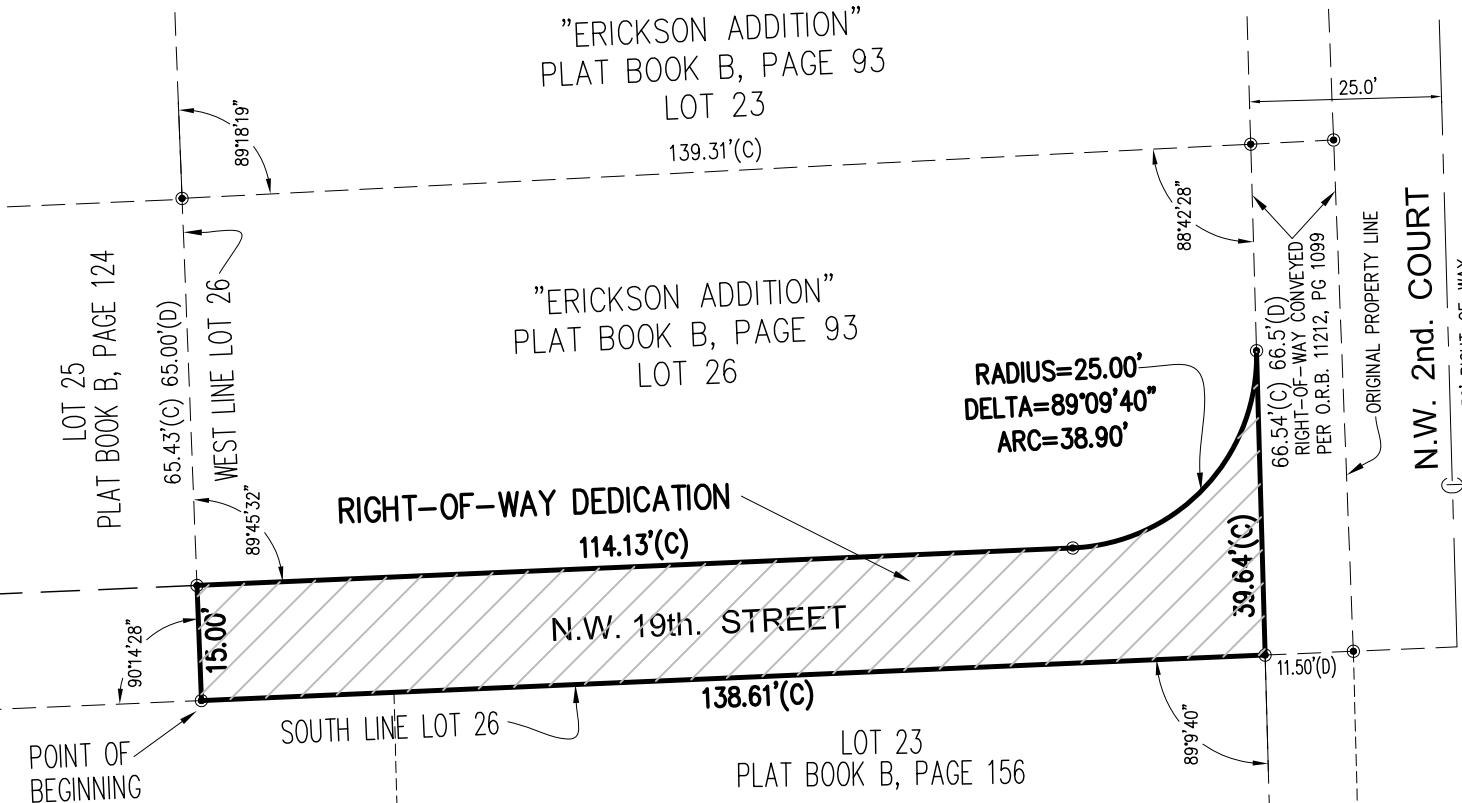
# SKETCH & LEGAL DESCRIPTION

## LEGAL DESCRIPTION:

A portion of Lot 26 of "ERICKSON ADDITION", according to the Plat thereof as recorded in Plat Book "B", at Page 93, of the Public Records of Miami-Dade County, Florida, being more particularly described as follows:

Begin at the Southwest corner of said Lot 26; Thence run Northerly along the West line of said Lot 26 for a distance of 15 feet to a point of intersection with a line that lies 15 feet North of and parallel with the South line of said Lot 26; Thence run Easterly along said parallel line for a distance of 114.13 feet to a point of curvature of a circular curve, concave to the Northwest and having for its elements a Radius of 25 feet and a Central Angle of  $89^{\circ}09'40''$ ; Thence run Northeasterly along the arc of said circular curve for an arc distance of 38.90 feet to a point of tangency on the Westerly Right-of-Way line of N.W. 2nd. Court, as conveyed to the City of Miami per Official Records Book 11212, Page 1099, of the Public Records of Miami-Dade County, Florida; Thence run Southerly along said right-of-way line for a distance of 39.64 feet to a point of intersection with the South line of said Lot 26; Thence run Westerly along the South line of said Lot 26 for a distance of 138.61 feet to the Point of Beginning.

Said portion containing approximately 2210 square feet.



## ABBREVIATIONS:

(C) = Calculated  
(D) = Deed  
O.R.B. = Official Records Book  
PG = Page

SCALE: 1" = 25'



# BOUNDARY SURVEY

## Property Address:

1900 NW 2 COURT, MIAMI, FLORIDA 33136  
Folio # 01-3136-027-0250

## LEGAL DESCRIPTION:

Lot 26, "RESUBDIVISION OF LOT 1, BLOCK 17, ERICKSON'S ADDITION TO THE CITY OF MIAMI", according to the Plat thereof, as recorded in Plat Book "B", Page 93, of the Public Records of Miami-Dade County, Florida, **less** that portion conveyed to the City of Miami by Deed dated June 17, 1981 recorded on September 14, 1981, in Official Records Book 11212, Page 1099, of the Public Records of Miami-Dade County, Florida

## SURVEYOR'S NOTES:

- 1) The Legal Description was provided by the Client from most recent County Records available.
- 2) This is not a Certification of Title, Zoning, Easements, or Freedom of Encumbrances.

### ABSTRACT NOT REVIEWED.

- 3) There may be additional Restrictions not shown on this survey that may be found in the Public Records of this County, Examination of **ABSTRACT OF TITLE** will have to be made to determine recorded instruments, if any affecting this property.
- 4) No attempt was made by this firm to locate underground utilities, foundations and/or footings of buildings, walls or fences except as shown hereon.
- 5) Underground utilities are **not** depicted hereon, contact the appropriate authority prior to any design work or construction on the property herein described. Surveyor shall be notified as to any deviation from utilities shown hereon.
- 6) Contact the appropriate authority prior to any design work on the herein-described parcel for Building and Zoning information.
- 7) The surveyor does not determine fence and/or wall ownership.

### Accuracy:

The **Horizontal** positional accuracy of well-defined improvement on this survey is +/-0.2'.

The **Vertical** accuracy of elevations of well-defined improvement on this survey is +/-0.1'

- 9) All measurements shown hereon are made in accordance with the United States Standard Feet.
- 10) Type of Survey: **BOUNDARY SURVEY**.

The North arrow shown hereon based on recorded plat of "**ERICKSON'S ADDITION TO THE CITY OF MIAMI**" according to the plat thereof as recorded in Plat Book "B" at Page 93 of the Public Records of Miami-Dade County, Florida.

- 11) Elevations shown hereon are relative to **National Geodetic Vertical Datum of 1929**.

**Benchmark Used:** Miami-Dade Benchmark # G-50. Elev. = +16.99' (NGVD)

### Flood Zone Data:

FEMA/Panel # 120650/0312/L Dated: 9/11/09 Flood Zone: "X" Base Flood Elevation = N/A

- 12) This SURVEY has been prepared for the exclusive use of the entities named hereon.

The Certificate does not extend to any unnamed party:

A.) SOUTHEAST OVERTOWN PARK WEST COMMUNITY REDEVELOPMENT AGENCY

## SURVEYOR'S CERTIFICATE:

### I HEREBY CERTIFY:

That this survey meets the intent of the required Standards of Practice as set forth by the Florida Board of Professional Surveyors and Mappers in Chapter 5J-17, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes.

Not valid without the signature and the original raised seal of a Florida Licensed Surveyor and Mapper. Additions or deletions to this survey by other than the signing party are prohibited without written consent of the signing party.

Field Book: Electronic Files

Field Date: **January 12, 2022**

Job Number: **RP22-0040**

FOR THE FIRM: ROYAL POINT LAND SURVEYORS, INC. LB# 7282

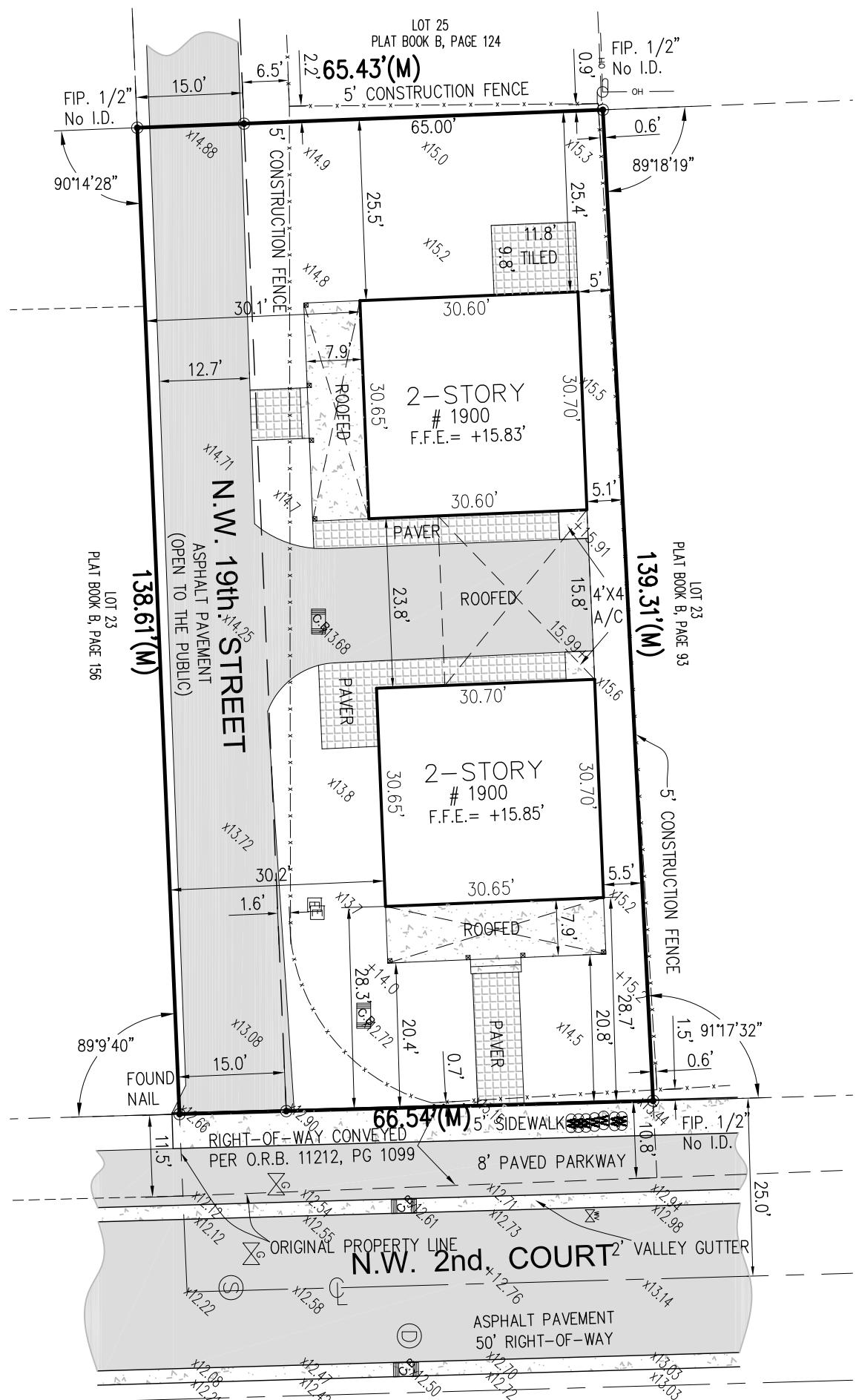
JACOB GOMIS, PROFESSIONAL SURVEYOR AND MAPPER LS# 6231 STATE OF FLORIDA.  
 PABLO J. ALFONSO, PROFESSIONAL SURVEYOR AND MAPPER LS# 5880 STATE OF FLORIDA.



6175 NW 153<sup>rd</sup> STREET, SUITE 321, MIAMI LAKES, FLORIDA 33014  
Phone: 305-822-6062 \* Fax: 305-827-9669 \* Email: [info@royalpointLS.com](mailto:info@royalpointLS.com)

## BOUNDARY SURVEY

NORTH



**ROYALPOINT**  
LAND SURVEYORS, INC.

LB # 7282  
PHONE: 305-822-6062 \* FAX: 305-827-9669  
6175 NW 153rd ST. SUITE 321, MIAMI LAKES FL 33104  
Job # RP22-0040

A=Arc  
BRG=Bearing  
CH=Chord  
Δ=Delta  
L=Length  
R=Radius  
T=Tangent

## LEGEND

— OH —	Overhead Wire Line	= Existing Elevations
— // —	Wood Fence	= Catch Basin
— x —	Chain Link Fence	= Water Meter
— I —	Iron Fence	= Electric Box
— M —	Monument Line	= Sanitary Manhole
— C —	Centerline	= Sprinkler Pump
— P —	Property Line	= Wood Pole
— C.B.S. —	C.B.S.	= Conc. Pole
		= Light Pole
		= Fire Hydrant
		= Water Valve
		= Inlet
		= Florida Power Light Transformer
		= Cable TV Box
		= Electric Meter Box

This Document is not full and complete without all Sheets, Containing a total of (2) Sheets

Sheet 2 of 2

Packet Pg. 64

Attachment: File # 11882- BACKUP (11882 : Resolution authorizing conveyance of a portion of 1900 NW 2nd Court to the City for conveyance as a)

**Requirements for the preparation and processing of a Right-of-Way dedication Deed**  
*(Documentation required in digital form. Process takes 11 to 13 weeks)*

submitted to this office

- 1) a) Original signed and sealed **Boundary Survey** of the Property ~~uploaded in ProjectDox~~.  
 b) **Sketch and Legal Description**, from Surveyor, of the area being dedicated, in letter size, signed and sealed.
- 2) ~~Provide iBuild process number.~~
- 3) Copy of the recorded **Warranty Deed** of property, and a current **Opinion of Title** (scan of original) from Attorney showing legal description, fee simple owner, any mortgages on property, and if applicable indicate the name and title of person(s) authorized to execute the right-of-way deed on behalf of the property owner.
- 4) (For Deed Only) If there are **mortgages** on the property, **provide an original “Partial Release of Mortgage” to be recorded by the City of Miami** (letter size, **must be submitted to this office**) for the area being dedicated, between property owner and mortgage holder.
- 5) If property is owned **Individually**, we require statement of marital status – if married, spouse's signature is required. Spouse may sign affidavit that property is not homestead and they have no interest in it, subject to approval by the Law Department.
- 6) If property is owned by **Corporation/Company**: (information required)
  - a) A Resolution (scan of original) showing who has authority to sign for corporation/company (recent date). Corporate Seal required if one exists.
  - b) The Corporation/Company must be in Good standing with the Florida Department of State Division of Corporations.
- 7) If property is owned by **Partnership**:
  - a) Partnership papers showing who has authority to bind partnership would be required.
- 8) If property is owned by **off-shore corporation** (Netherland Antilles) (information required)
  - a) Financial Statement
  - b) Alien Report
  - c) Who has authority to bind (Managing Director)
  - d) Right to do business in U.S. or Florida
- 9) If property owned in **Trust** we would need to see a copy of the trust agreement.

NOTE: If Power of Attorney is to be used for any signature, must be scan of original, no older than 6 months with specific authority to execute deeds and covenants, signatures witnessed and notarized.

**Fee.... \$1,125.00** (except properties that receives a homestead exemption pursuant to Article VII, Section 6(a) Florida Constitution with the right-of-way being enlarged by the dedication not part of the County or State road system).

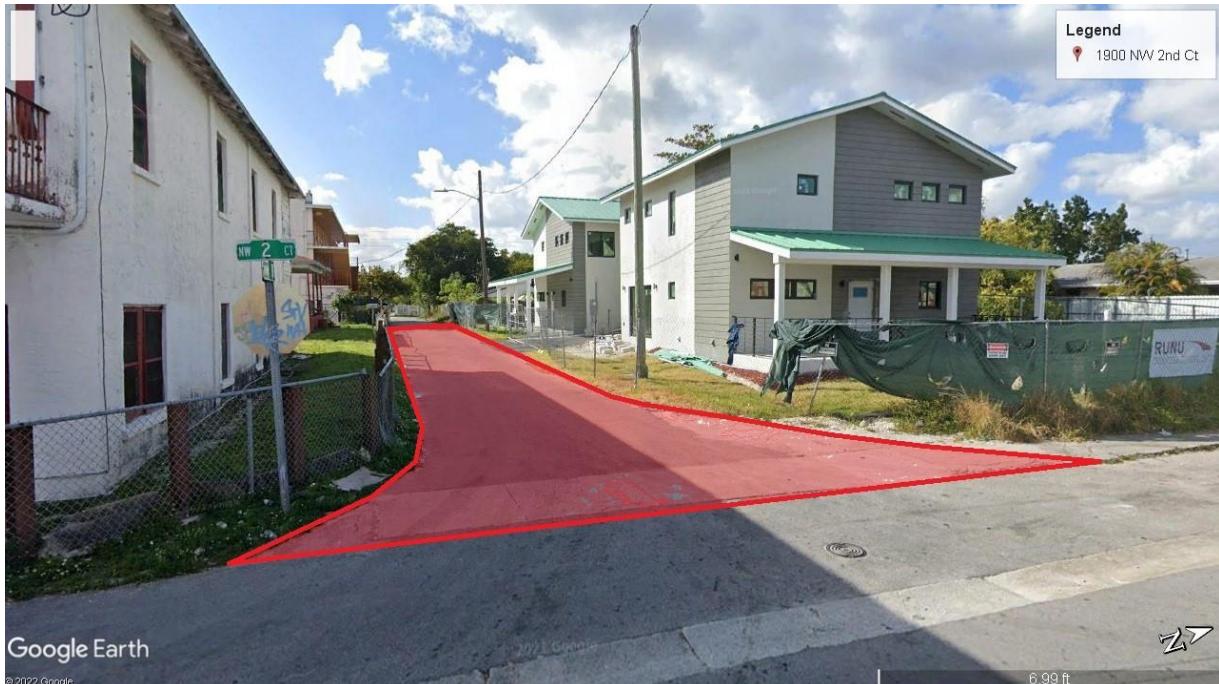
**Recording fee**, will be calculated after the right-of-way deed has been fully prepared.  
 Make check payable to: City of Miami.

**NOTE:** It takes approximately 11-13 weeks after a complete and acceptable packet is submitted for the dedication to be processed.

Chapter and Section of the Code covering Deed of dedication and covenants: **Sec. 54-58, Sec. 2-268**

**Deeds of Dedication - Advantages to Property Owner for Dedicating**

- 1) The area being dedicated comes off the property tax rolls.
- 2) Generally the liability of the property being dedicated shifts to the City.
- 3) The owner may find out what the property being dedicated is worth and possibly take it off his/hers federal income taxes as a dedication to the City. (Please note you must confirm this with the IRS or your tax professional).
- 4) The area being dedicated is unusable for building and setbacks are always measured from the base building line.
- 5) Dedicating the corner radius results in adjacent streets being safer for motorists, and dedicating strips for widening leads to wider sidewalks, bike lanes, on-street parking, MUTCD-compliant vehicle lanes, etc.



SEOPW Board of Commissioners Meeting  
April 28, 2022SOUTHEAST OVERTOWN/PARK WEST  
COMMUNITY REDEVELOPMENT AGENCY  
**INTER-OFFICE MEMORANDUM**

---

To: Board Chair Christine King and Date: April 21, 2022 File: 11883  
Members of the CRA Board

Subject: Resolution authorizing a grant to  
Transition, Inc., in an amount not to  
exceed \$200,000.00, to underFrom: James McQueen Enclosures: File # 11883-BACKUP  
Executive Director

---

**BACKGROUND:**

The attached Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) authorizes a grant to Transition, Inc., in an amount not to exceed \$200,000.00, to underwrite costs associated with providing workforce readiness training and job placement services to former inmates, youthful offenders, veterans, and others facing employment barriers in the Redevelopment Area.

Transition, Inc., a non-profit corporation, was established over 48 years ago to assist former inmates and other under-served residents re-entering the community overcome the obstacle of finding and maintaining gainful employment. Currently located in Overtown, Transition, Inc. has played a vital role in workforce readiness training, job placement, and transportation assistance. Each year, Transition, Inc. has assisted in the job placement of more than 900 former inmates. Transition, Inc. currently seeks assistance in the form of a grant for general operating support to continue providing its successful job training and placement services.

**JUSTIFICATION:**

Section 2, Goals 4 and 6, at page 11 of the 2009 Southeast Overtown/Park West Community Redevelopment Agency Plan (“Plan”) lists the “creati[on of] jobs within the community” and “improving the quality of life for residents” as stated redevelopment goals.

Section 2, Principle 6, at page 15 of the Plan further lists the promotion of “local cultural events, institutions, and businesses” as a stated redevelopment principle.

Section 2, Principle 6, at page 15 of the Plan also provides that in order to “address and improve the neighborhood economy and expand economic opportunities of present and future residents and businesses[,] … [it is necessary to] support and enhance existing businesses and … attract new businesses that provide needed services and economic opportunities ....”

**FUNDING:**

\$200,000.00 allocated from SEOPW Tax Increment Fund, entitled "Other Grants and Aids" Account No. 10050.920101.883000.0000.00000.

**AGENDA ITEM**  
**FINANCIAL INFORMATION FORM**

**SEOPW CRA**

**CRA Board Meeting Date:** April 28, 2022

**CRA Section:**

**Brief description of CRA Agenda Item:**

Authorizing a grant to Transition, Inc., in an amount not to exceed \$200,000.00, to underwrite costs associated with providing workforce readiness training and job placement services to former inmates in the Redevelopment area.

Project Number (if applicable):

YES, there are sufficient funds in Line Item:

Account Code: 10050.920101.883000.0000.00000 Amount: \$200,000.00

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/Minot Object		
From		\$
To		\$
From		\$
To		\$

Comments:

Approved by:



James McQueen, Executive Director 4/21/2022

Approval:



Miguel A. Valentin, Finance Officer 4/21/2022



## Southeast Overtown/Park West Community Redevelopment Agency

File Type: CRA Resolution

Enactment Number:

File Number: 11883

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY, AUTHORIZING A GRANT TO TRANSITION, INC., IN AN AMOUNT NOT TO EXCEED \$200,000.00, TO UNDERWRITE COSTS ASSOCIATED WITH PROVIDING WORKFORCE READINESS TRAINING AND JOB PLACEMENT SERVICES TO FORMER INMATES AND OTHERS FACING EMPLOYMENT BARRIERS IN THE REDEVELOPMENT AREA; FURTHER 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; ALLOCATING FUNDS FROM SEOPW CRA, "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("SEOPW CRA") is a community redevelopment agency created pursuant to Chapter 163, Florida Statutes, and 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 stated redevelopment goals; and

WHEREAS, Section 2, Principle 6, at page 15 of the Plan lists the promotion of "local cultural events, institutions, and businesses" as a stated redevelopment principle; and

WHEREAS, Section 2, Principle 6, at page 15 of the Plan provides that in order to "address and improve the neighborhood economy and expand economic opportunities of present and future residents and businesses[,] ... [it is necessary to] support and enhance existing businesses and ... attract new businesses that provide needed services and economic opportunities ..."; and

WHEREAS, Transition, Inc., a non-profit corporation, was established over 48 years ago to assist former inmates and other under-served residents re-entering the community overcome the obstacle of finding and maintaining gainful employment; and

WHEREAS, currently located in Overtown, Transition, Inc. has played a vital role in workforce readiness training, job placement, and transportation assistance. Each year, Transition, Inc. has assisted in the job placement of more than 900 former inmates; and

WHEREAS, Transition, Inc. currently seeks assistance in the form of a grant for general operating support to continue providing its successful job training and placement services; and

WHEREAS, the Board of Commissioners wish to authorize a grant, to Transition, Inc., in an amount not to exceed \$200,000.00, to underwrite costs associated with providing job training and job placement services to former inmates seeking employment; and

WHEREAS, the Board of Commissioners finds that such a grant to Transition, Inc. 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 Board of Commissioners hereby authorizes a grant to Transition, Inc., in an amount not to exceed \$200,000.00, to underwrite costs associated with training and job placement services to former inmates seeking employment.

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:

Vincent T. Brown, Staff Counsel

4/21/2022

3/31/2022

# Transition's

**One Umbrella Comprehensive Case  
Management Program &  
Certification in Construction  
Trades Program Proposal**



March 31, 2022

James McQueen, Executive Director  
 Southeast Overtown/Park West  
 Community Redevelopment Agency  
 819 N.W. 2<sup>nd</sup> Avenue, 3<sup>rd</sup> Floor  
 Miami, Florida 33136

Dear Mr. McQueen,

Transition, a nonprofit 501(c)(3) organization located in the heart of Overtown, mission is to assist under-served residents of Miami Dade County in becoming gainfully employed. Transition provides clients with workforce readiness training, career exploration, job placements, occupational skills training and pro-active coaching.

Transition targets its efforts towards assisting youthful offenders, returning residents, homeless, disabled persons, veterans and low-income individuals as well as others facing various employment barriers in the Overtown community. It is the agency's goal to remain pro-actively engaged with clients and to ensure they succeed in satisfying job performance standards as well as adopting additional life skills to remain financially stable and personally self-sufficient.

Each year Transition provides services to over 4,000 residents. In addition, each of the last few years we have helped over 600 ex-offenders and residents become employed. We are a vital part of the Overtown community! Overtown residents depend and rely on our services each day and we are honored to provide them! Like many non-profits, COVID-19 significantly impacted our ability to raise unrestricted capital, however, we have persevered.

Transition kindly request the Southeast Overtown/Park West C.R.A. to provide funding for our pilot **“One Umbrella Comprehensive Case Management Program”** and renew our **“Certification in Construction Trades Program – A Job Training Initiative.”**

Recently, Transition has partnered with Empowerment Zone Reentry Initiative (EZRI) to expand existing employment services by engaging pre-release and post-release participants with holistic case management and psychosocial support. Our “One Umbrella Comprehensive Case Management Program” will provide the wrap around support necessary to reduce recidivism, increase care, and support mental wellbeing of each participant. This would include closing gaps in service delivery through coordination of community resources and addressing the psychosocial issues related to re-entry.

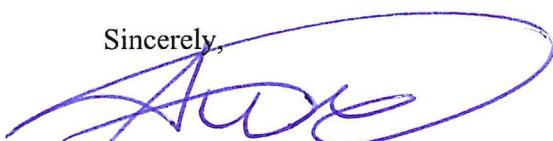
Furthermore, Transition wishes to reinstate our Certification in Construction Trades Program at our center. Available to Overtown residents and Transition participants, our Certification in Construction Trades Program prepares students for entry to craft skills trades (Carpentry and Plumbing). Topics include basic safety, introductions to construction math, hand tools, power tools, construction drawing, and material handling as well as communication skills.. In 2019, In the past, Transition has partnered with Florida International University's Moss School of Construction Management and introduced Certification in Construction Trades Program at our center through a grant awarded to the university from Lennar Construction. The funding for this program was soon decreased and in 2021 Transition was informed that due to limited funding, the program at our center was cut. The Bureau of Labor Statistics reports that construction jobs should grow by 12% between 2016 and 2026, a rate higher than the national average for all other jobs. From entry-level positions to jobs for highly skilled or certified workers, the construction field offers many career options. The goal of our Certification in Construction Trades Program is to prepare Overtown residents and Transition participants for this growing field. With your help, Transition can continue to bring employment training to the Overtown community!

Transition request a **\$200,000** grant that will assist our efforts to provide comprehensive case management via our "One Umbrella Comprehensive Case Management Program" and job training opportunities through our "Certification in Construction Trades Program."

Immediately below is our proposed budget supporting our request. What follows that is a description of our programs, curriculum and pictures from training opportunities.

We stand ready to answer any further questions. We look forward to hearing from you soon.

Sincerely,



Stephen Gilmore  
Executive Director

# Transition

*Changing Lives... One Job at a Time!*

## PROPOSED BUDGET

### Projected Expenses

#### Staff Salaries

Case Manager	\$37,000
Peer Specialist	\$32,000
Placement Specialist	\$35,000
<b>Sub-Total Salaries</b>	<b>\$104,000</b>

#### Benefits/Contributions

FICA/MICA	\$6,760
Worker's Comp	\$6,910
Health Insurance	\$20,520
Unemployment	\$1,260
<b>Sub-Total Benefits/Contributions</b>	<b>\$35,450</b>

#### Non-Salary

Equipment (Digital System for Electronic Health Records)	\$15,000
Materials/Supplies	\$2,500
Marketing/Brochures/Cards	\$1,500
Insurance	\$1,500
Misc.	
<b>Sub-Total Non-Salary</b>	<b>\$20,500</b>

#### Certification in Construction: Carpentry

Instruction	\$17,000
Books - \$250.00 per student X 20 students	\$5,000
OSHA	\$1,850
Proctor for Online Testing	\$4,000
Administrative Fee	\$3,000
Materials and Equipment	\$4,200
Hospitality (Dinner)	\$5,000
<b>Sub-total Programming</b>	<b>\$40,050</b>
<b>Grand Total</b>	<b>\$200,000</b>

# Transition

*Changing Lives... One Job at a Time!*

## PROPOSED PROGRAMS

### One Umbrella Comprehensive Program

Transition partners with Empowerment Zone Reentry Initiative (EZRI) to provide comprehensive services to at-risk inmates and formerly incarcerated men and women and to bridge their transition and reentry into Overtown and the greater Miami-Dade County community. Our “One Umbrella Comprehensive Program” brings the together two organizations under one roof at Transition’s office located in the heart of Overtown, 1550 N.W. 3<sup>rd</sup> Avenue, Miami, Florida 33136. We believe that

This unique partnership will identify Overtown residents and Transition participants’ in need of wrap-around services outside of employment. Transition’s staff will refer participants to EZRI for comprehensive Case Management services. Our referrals will contain all the demographic and pertinent information needed to begin working with the client. Our goal is to meet with previously incarcerated men and women and to begin counseling in small groups, individually and with families when possible. We recognize that it may take time to set up the system through which this can be accomplished, but, regardless of whether the meeting with the participant takes place pre-release in the correctional setting or post-release in the Transition office, we will take the following steps:

- We will conduct individualized risk and needs assessments.
- We will co-create, with the client, a self-directed case management plan, defining goals and tasks to be addressed upon release.
- We will begin counseling with each person, individually or in small groups, and with their families (when possible).

### **The services to be provided are as follows:**

- Mental Health Counseling will be provided by clinically trained Master’s levels Social Worker (MSW), MSW and Mental Health Counseling (MHC) Interns. Counseling will cover trauma, family relationships, substance use, post-traumatic stress syndrome (PTSD), depression, anxiety, goal setting, self-esteem/self-confidence. Weekly counseling sessions will take place in small groups or individually, depending on client assessment. Weekly counseling sessions with the family may take place in the family home or at the Transition office.

- Case Manager (minimum Bachelor's in Social Work (BSW) and Interns (BSW/MSW) will assist client with the development and implementation of the case plan encompassing housing, employment, life skills, education, procurement of benefits and basic needs.
- Case Manager, Peer Recovery Specialist, and Interns will provide intensive case management with an elevated level of support and advocacy, accompanying client to appointments as needed.
- All employees/interns will receive supervision from a Licensed Clinical Social Worker (LCSW).
- Outreach & Engagement: We will serve men and women being released from jail or prison to Overtown as well as Miami-Dade County. All inmates, men, and women, have similar issues upon reentry to the community regarding employment, housing, family strain, mental health and substance use and generally not knowing where to begin. Our programs will focus on and treat our clients according to the gender-based needs of men, women, and the LGBTQ+ reentry community. Most reentry services were traditionally developed to serve the needs of returning men. While there are still more men than women being released, the jail population of women rose 45% between 1996 and 2016, necessitating the development of services specific to the needs of women, but a significant gap in access to services still exists. The issues that caused the initial incarceration and the issues faced upon release differ greatly between men and women. A significant number of women have already experienced homelessness in Miami-Dade County, and many are forced to go back to abusive partners or families for financial reasons. Many have experienced domestic violence and sexual exploitation. Most women are the primary care givers for their children. Women, in general, have greater physical and mental health and chemical dependency issues upon release.
- Collectively, all formerly incarcerated persons suffer from the societal stigma that assumes they lack moral values and will be permanently stuck in poverty. These individuals are often plagued by guilt and a misplaced sense of culpability for their unfortunate circumstances, which serves as a catalyst for low self-esteem and self-worth.
- The main outreach strategy is to present each returning person with options that will positively affect their future. It will be presented in a manner that is respectful of their history, their dreams, and their right to self-determination. They are the main contributor to their plan, outlining for themselves what they know are their greatest obstacles and where they need assistance in dealing with them. Outreach will continue at regular intervals, dependent on the needs of each person. Home visits are part of the continued outreach as well as support and advocacy when engaging in community services. Staff will accompany members to appointments and assist them, as needed, with the coordination of their responsibilities.

#### **Assessment:**

- Program evaluation will involve all participants in the process. Members, member's families, probation and parole officers and community service providers will have the opportunity to respond to surveys regarding the success or failures of the program. Statistical records will be kept regarding length of time in the program, numbers of members attaining employment, housing, reunifications with family, etc. Statistics will be quantified on a quarterly basis. We project that with the proposed staffing level we will

be able to serve 100 to 225 clients, keeping in mind that clients will require varying levels of service. Future goals include securing additional grant opportunities that will enable us to increase the number of participants in the program.

**Outcomes Measures:** The goal of this partnership is to develop an evidence-based program.

1. Reduction in Recidivism - 80% of participants will not be incarcerated within 3 years from the beginning of the program.
2. Members were housed and employed - Keep a record of how many members acquired housing and employment. 80% will achieve this goal.
3. Increase in Self Esteem - measured at 6 months and 1 year and compared to the initial pre-release assessment - 80% will show improvement in their self-esteem. Measured using the 10-point Rosenberg Self Esteem Scale.

## **Certification in Construction Trades Program**

Transition's Certification in Construction Trades course prepares students for entry to craft skills trades. Topics include basic safety; introductions to construction math, hand tools, power tools, construction drawing, and material handling as well as communication skills. The community workforce development program trains workers to fill the demand for construction jobs in Overtown and Miami-Dade County. Construction is among the nation's top five industries for good jobs that do not require a bachelor's degree. Construction work in Florida ranks among the top industries for well-paying jobs. In Florida, there are more than 141,000 construction jobs with average salaries of \$52,000, and jobs are expected to grow 12 percent by 2026. Participants must be 18 years old or older and eligible to work in the United States. Upon graduation, participants will have the skills needed to find entry level construction jobs in Miami, and beyond.

### **Certificates**

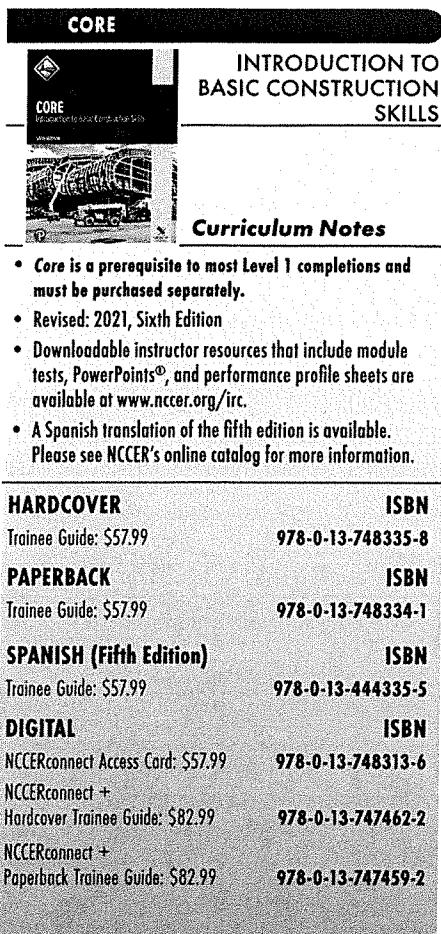
Participants who complete the required number of program hours will receive several certificates useful to apply for construction job openings.

Upon completion, participants will receive:

- OSHA 30-Hour Construction Card
- National Center for Construction Education and Research (NCCER) Blue Card
- NCCER Level 1 Certifications in trade specific module
- FIU Program Completion Certificate (Graduation)
- Forklift Certificate

*Please find the detailed curriculum below:*

# Core: Introduction to Basic Construction Skills



## Curriculum Notes

- Core is a prerequisite to most Level 1 completions and must be purchased separately.
- Revised: 2021, Sixth Edition
- Downloadable instructor resources that include module tests, PowerPoints®, and performance profile sheets are available at [www.nccer.org/irc](http://www.nccer.org/irc).
- A Spanish translation of the fifth edition is available. Please see NCCER's online catalog for more information.

HARDCOVER	ISBN
Trainee Guide: \$57.99	<a href="#">978-0-13-748335-8</a>
PAPERBACK	ISBN
Trainee Guide: \$57.99	<a href="#">978-0-13-748334-1</a>
SPANISH (Fifth Edition)	ISBN
Trainee Guide: \$57.99	<a href="#">978-0-13-444335-5</a>
DIGITAL	ISBN
NCCERconnect Access Card: \$57.99	<a href="#">978-0-13-748313-6</a>
NCCERconnect + Hardcover Trainee Guide: \$82.99	<a href="#">978-0-13-747462-2</a>
NCCERconnect + Paperback Trainee Guide: \$82.99	<a href="#">978-0-13-747459-2</a>

## MODULES

The modules listed below are included in the Trainee Guide. The following ISBNs are for ordering individual modules only.

### Build Your Future in Construction (Elective)

ISBN [978-0-13-748338-9](#)

(Module ID 00100) Construction is an exciting, well-paying industry that offers an abundance of career opportunities. With a growing need for individuals who are ready to learn while getting paid, it provides a great fit for people of all backgrounds, skills, and strengths. Carpenter, pipefitter, welder, electrician, and crane operator are just a few of the construction professions in high demand. This module will help you understand the state of the industry, the job opportunities that currently exist, and the training options that will lead you on a path to your new construction career.

### Basic Safety (Construction Site Safety Orientation)

ISBN [978-0-13-748353-2](#)

(Module ID 00101) Work at construction and industrial job sites can be hazardous. Most job-site incidents are caused by at-risk behavior, poor planning, lack of training, or failure to recognize the hazards. To help prevent incidents, every company must have a proactive safety program. Safety must be incorporated into all phases of the job and involve employees at every level, including management.

### Introduction to Construction Math

ISBN [978-0-13-748343-3](#)

(Module ID 00102) Craft professionals rely on math to do their jobs accurately and efficiently. Plumbers calculate pipe lengths, plan drain slopes, and interpret dimensioned plans. Carpenters meet code requirements by using math to frame walls and ceilings properly. HVAC professionals develop ductwork and calculate airflow with practical geometry. Whichever craft lies in your future, math will play a role in it. This module reviews the math that you will need and sharpens the skills that you will be using in the exciting modules ahead.

### Introduction to Hand Tools

ISBN [978-0-13-748345-7](#)

(Module ID 00103) Every profession has its tools. A surgeon uses a scalpel, an instructor uses a whiteboard, and an accountant uses a calculator. The construction crafts require a broad array of hand tools. Even if you are familiar with some of the tools, all craftworkers need to learn how to select, maintain, and use them safely. A quality hand tool may cost more up front, but if it is properly used and maintained, it will last for years. A true craft professional invests wisely in hand tools, and uses, maintains, and stores them with the same wisdom.

### Introduction to Power Tools

ISBN [978-0-13-748348-8](#)

(Module ID 00104) Power tools play an important role in the construction industry. Thousands of construction workers across the world use power tools every day to make holes, cut different types of materials, smooth rough surfaces, and shape a variety of products. Regardless of their specialization, all construction workers eventually use power tools on their job. This module provides an overview of the common types of power tools and how they function. It also describes the proper techniques required to ensure their safe and efficient operation.

### Introduction to Construction Drawings

ISBN [978-0-13-748352-5](#)

(Module ID 00105) Various types of construction drawings are used to represent actual components of a building project. The drawings provide specific information about the locations of the parts of a structure, the types of materials to be used, and the correct layout of the building. Knowing the purposes of the different types of drawings and interpreting the drawings correctly are important skills for anyone who works in the construction trades. This module introduces common types of construction drawings, their basic components, standard drawing elements, and measurement tools that are typically used when working with construction drawings.

### Introduction to Basic Rigging (Elective)

ISBN [978-0-13-412905-1](#)

(Module ID 00106) A common activity at nearly every construction site is the movement of material and equipment from one place to another using various types of lifting gear. The procedures involved in performing this task are known as rigging. Not every worker will participate in rigging operations, but nearly all will be exposed to it at one time or another. This module provides an overview of the various types of rigging equipment, common hitches used during a rigging operation, and the related Emergency Stop hand signal.

### Basic Communication Skills

ISBN [978-0-13-412899-3](#)

(Module ID 00107) The construction professional communicates constantly. The ability to communicate skillfully will help to make you a better worker and a more effective leader. This module provides guidance in listening to understand, and speaking with clarity. It explains how to use and understand written materials, and it also provides techniques and guidelines that will help you to improve your writing skills.

### Basic Employability Skills

ISBN [978-0-13-412896-2](#)

(Module ID 00108) Becoming gainfully employed in the construction industry takes more preparation than simply filling out a job application. It is essential to understand how the construction industry and potential employers operate. Your trade skills are extremely important, but all employers are also looking for those who are eager to advance and demonstrate positive personal characteristics. This module discusses the skills needed to pursue employment successfully.

### Introduction to Materials Handling

ISBN [978-0-13-412892-4](#)

(Module ID 00109) Lifting, stacking, transporting, and unloading materials such as brick, pipe, and various supplies are routine tasks on a job site. Whether performing these tasks manually or with the aid of specialized equipment, workers must follow basic safety guidelines to keep themselves and their co-workers safe. This module provides guidelines for using the appropriate PPE for the material being handled and using proper procedures and techniques to carry out the job.

Continued on following page

## Core (continued)

## Applied Construction Math



**A Novel Approach**

Published: 2006

**PAPERBACK** **ISBN**  
Trainee Guide: \$34.99 978-0-13-227298-8

*Applied Construction Math: A Novel Approach* features a story that students can relate to and math skills they never thought they could grasp. Its innovative style motivates students to follow the lessons by associating math with events they may encounter in their own lives. Students will see that learning math can be exciting as they follow along with Mr. Whyte and his construction class while they build the perfect house. Thirteen chapters teach basic math skills, including:

- Division
- Decimals/Percentages
- Reading Measurements
- Calculating Area
- Powers of Ten
- Linear Measure, Angles, Volumes, Pressure, and Slopes
- Solving for Unknowns
- Square Inches, Feet, and Yards
- Volume

Enhance your construction training with these supplemental *Core* companions. The following titles are excellent resources for your existing program. They can be used on a standalone basis or in combination with *Core*.

## Basic Safety

**Construction Site Safety Orientation**

12.5 Hours  
Revised: 2021  
Module ID 00101

**PAPERBACK** **ISBN**  
Trainee Guide: \$24.99 978-0-13-748353-2

This module, from *Core*, replaces the *Safety Orientation* book. See the module description above for more information.

## Tools for Success



**Critical Skills for the Construction Industry**

Revised: 2009, Third Edition

**PAPERBACK**  
Trainee Workbook: \$34.99 978-0-13-610649-4

This workbook is designed for employees entering the construction industry and has been reviewed and updated with input from construction and training professionals. The Instructor's Handbook includes an annotated instructor's outline, recommended teaching schedules, answers to quizzes, and tips and ideas for enhancing class activities.

## Your Role in the Green Environment



15 Hours  
Updated: 2019  
Module ID 70101

**PAPERBACK**  
Trainee Guide: \$34.99 978-0-13-670120-0

- Downloadable instructor resources that include module tests, PowerPoints®, and performance profile sheets are available at [www.nccer.org/irc](http://www.nccer.org/irc).

# Carpentry



## L1 CARPENTRY



### LEVEL 1

#### Curriculum Notes

- 237.5 Hours
- Includes 75 hours of Core, which is a prerequisite for Level 1 completion and must be purchased separately. For more information, please refer to page 9 of the full Curriculum Catalog or visit [www.nccer.org/catalog](http://www.nccer.org/catalog).
- Revised: 2013, Fifth Edition
- Downloadable instructor resources that include module tests, PowerPoints®, and performance profile sheets are available at [www.nccer.org/irc](http://www.nccer.org/irc).
- A Spanish translation of the fourth edition is available. Please see NCCER's online catalog for more information.

HARDCOVER	ISBN
Trainee Guide: \$69.99	978-0-13-340380-0
PAPERBACK	ISBN
Trainee Guide: \$69.99	978-0-13-340237-7
DIGITAL	ISBN
NCCERconnect Access Card: \$69.99	978-0-13-420508-3
NCCERconnect + Hardcover Trainee Guide: \$94.99	978-0-13-427462-1
NCCERconnect + Paperback Trainee Guide: \$94.99	978-0-13-429856-6

### MODULES

The modules listed below are all included in the Trainee Guide. The following ISBNs are for ordering individual modules only.

#### Orientation to the Trade (2.5 Hours)

ISBN 978-0-13-340299-5

(Module ID 27101-13) Reviews the history of the trade, describes the apprentice program, identifies career opportunities for carpenters and construction workers, and lists the skills, responsibilities, and characteristics a worker should possess. Emphasizes the importance of safety in the construction industry.

#### Building Materials, Fasteners, and Adhesives (20 Hours)

ISBN 978-0-13-340300-8

(Module ID 27102-13) Introduces the building materials used in construction work, including lumber, sheet materials, engineered wood products, structural concrete, and structural steel. Also describes the fasteners and adhesives used in construction work. Discusses the methods of squaring a building.

#### Hand and Power Tools (10 Hours)

ISBN 978-0-13-340301-5

(Module ID 27103-13) Provides descriptions of hand tools and power tools used by carpenters. Emphasizes safe and proper operation, as well as care and maintenance.

#### Introduction to Construction Drawings, Specifications, and Layout (22.5 Hours)

ISBN 978-0-13-340302-2

(Module ID 27104-13) Covers the techniques for reading and using construction drawings and specifications, with an emphasis on drawings and information relevant to the carpentry trade. Introduces quantity takeoffs.

#### Floor Systems (25 Hours)

ISBN 978-0-13-340303-9

(Module ID 27105-13) Covers framing basics and the procedures for laying out and constructing a wood floor using common lumber, as well as engineered building materials.

#### Wall Systems (10 Hours)

ISBN 978-0-13-340304-6

(Module ID 27111-13) Describes procedures for laying out and framing walls, including roughing-in door and window openings, constructing corners, partition Ts, and bracing walls. Includes the procedure to estimate the materials required to frame walls.

#### Ceiling Joist and Roof Framing (47.5 Hours)

ISBN 978-0-13-340305-3

(Module ID 27112-13) Describes types of roofs and provides instructions for laying out rafters for gable roofs, hip roofs, and valley intersections. Covers stick-built and truss-built roofs. Includes the basics of roof sheathing installation.

#### Introduction to Building Envelope Systems (12.5 Hours)

ISBN 978-0-13-340307-7

(Module ID 27109-13) Introduces the concept of the building envelope and explains its components. Describes types of windows, skylights, and exterior doors, and provides instructions for installation.

#### Basic Stair Layout (12.5 Hours)

ISBN 978-0-13-340306-0

(Module ID 27110-13) Introduces types of stairs and common building code requirements related to stairs. Focuses on techniques for measuring and calculating rise, run, and stairwell openings, laying out stringers, and fabricating basic stairways.

## L2 CARPENTRY FRAMING & FINISHING

### LEVEL 2

#### Curriculum Notes

- 210 Hours
- Optional Residential Path: 170 Hours
- Optional Commercial Path: 150 Hours
- Revised: 2013, Fifth Edition
- Downloadable instructor resources that include module tests, PowerPoints®, and performance profile sheets are available at [www.nccer.org/irc](http://www.nccer.org/irc).

HARDCOVER	ISBN
Trainee Guide: \$99.99	978-0-13-340465-4
PAPERBACK	ISBN
Trainee Guide: \$99.99	978-0-13-340430-2
DIGITAL	ISBN
NCCERconnect Access Card: \$99.99	978-0-13-442808-6
NCCERconnect + Hardcover Trainee Guide: \$124.99	978-0-13-466737-9
NCCERconnect + Paperback Trainee Guide: \$124.99	978-0-13-453972-0

### MODULES

All of the modules listed below are included in the Trainee Guide. The following ISBNs are for ordering individual modules only.

#### Commercial Drawings Elective for Residential Path (25 Hours)

ISBN 978-0-13-377929-5

(Module ID 27201-13) Describes how to read and interpret a set of commercial drawings and specifications.

#### Cold-Formed Steel Framing (15 Hours)

ISBN 978-0-13-377910-3

(Module ID 27205-13) Describes the types and grades of steel framing materials, and includes instructions for selecting and installing metal framing for interior and exterior walls, loadbearing and nonbearing walls, partitions, and other applications.

#### Exterior Finishing Elective for Commercial Path (35 Hours)

ISBN 978-0-13-377909-7

(Module ID 27204-13) Covers the various types of exterior finish materials and their installation procedures, including wood, metal, vinyl, and fiber-cement siding.

#### Thermal and Moisture Protection (7.5 Hours)

ISBN 978-0-13-377903-5

(Module ID 27203-13) Covers the selection and installation of various types of insulating materials in walls, floors, and attics. Also covers the uses and installation practices for vapor barriers and waterproofing materials.

#### Roofing Applications Elective for Commercial Path (25 Hours)

ISBN 978-0-13-377902-8

(Module ID 27202-13) Describes how to properly prepare the roof deck and install roofing for residential and commercial buildings.

#### Doors and Door Hardware (20 Hours)

ISBN 978-0-13-377914-1

(Module ID 27208-13) Describes the installation of metal doors and related hardware in steel-framed, wood-framed, and masonry walls, along with their related hardware, such as locksets and door closers. Also discusses the installation of wood doors, folding doors, and pocket doors.

Continued on following page

## Carpentry Level 2 (continued)

### Drywall Installation (15 Hours)

ISBN 978-0-13-377911-0

(Module ID 27206-13) Describes the various types of gypsum drywall, their uses, and the fastening devices and methods used to install them. Contains detailed instructions for installing drywall on walls and ceilings using nails, drywall screws, and adhesives. Also discusses fire- and sound-rated walls.

### Drywall Finishing (17.5 Hours)

ISBN 978-0-13-377913-4

(Module ID 27207-13) Describes the materials, tools, and methods used to finish and patch gypsum drywall. Also discussed automatic and manual taping and finishing tools.

### Suspended Ceilings Elective for Residential Path

(15 Hours)

ISBN 978-0-13-377915-8

(Module ID 27209-13) Describes the materials, layout, and installation procedures for many types of suspended ceilings used in commercial construction, as well as ceiling tiles, drywall suspension systems, and pan-type ceilings.

### Window, Door, Floor, and Ceiling Trim

(25 Hours)

ISBN 978-0-13-377916-5

(Module ID 27210-13) Describes the different types of trim used in finish work and focuses on the proper methods for selecting, cutting, and fastening trim to achieve a professional finished appearance.

### Cabinet Installation (10 Hours)

ISBN 978-0-13-377917-2

(Module ID 27211-13) Provides detailed instructions for the selection and installation of base and wall cabinets and countertops.

## L3 CARPENTRY FORMS

### LEVEL 3

#### Curriculum Notes

- 160 Hours
- Revised: 2014, Fifth Edition
- Downloadable instructor resources that include module tests, PowerPoints®, and performance profile sheets are available at [www.nccer.org/irc](http://www.nccer.org/irc).
- A Spanish translation of the fourth edition is available. Please see NCCER's online catalog for more information.

PAPERBACK	ISBN
Trainee Guide: \$99.99	978-0-13-382305-9
<b>DIGITAL</b>	
NCCERconnect Access Card: \$99.99	978-0-13-442809-3
NCCERconnect + Trainee Guide: \$124.99	978-0-13-453970-6

#### MODULES

The modules listed below are all included in the Trainee Guide. The following ISBNs are for ordering individual modules only.

#### Properties of Concrete (10 Hours)

ISBN 978-0-13-378674-3

(Module ID 27303-14) Describes the properties, characteristics, and uses of cement, aggregates, and other materials used in different types of concrete. Covers procedures for estimating concrete volume and testing freshly mixed concrete, as well as methods and materials for curing concrete.

### Rigging Equipment (10 Hours)

ISBN 978-0-13-378675-0

(Module ID 38101-11; from *Basic Rigger, Second Edition*) Describes the use and inspection of basic equipment and hardware used in rigging, including slings, wire rope, and chains. Discusses attaching hardware such as shackles, eyebolts, and hooks, as well as rigging knots. Explores sling angles. Covers tuggers, jacks, hoists, and ratchet-lever hoists.

### Rigging Practices (15 Hours)

ISBN 978-0-13-378676-7

(Module ID 38102-11; from *Basic Rigger, Second Edition*) Describes basic rigging and crane hazards as well as safety practices related to general rigging activities, working around power lines, and emergency response. Covers procedures for using slings and rigging pipes and valves.

### Trenching and Excavating (15 Hours)

ISBN 978-0-13-378678-1

(Module ID 27306-14) Provides an introduction to working in and around excavations, particularly in preparing building foundations. Describes types and bearing capacities of soils; procedures used in shoring, shielding, and sloping trenches and excavations; trenching safety requirements, including recognition of unsafe conditions; and mitigation of groundwater and rock when excavating foundations.

### Reinforcing Concrete (15 Hours)

ISBN 978-0-13-378679-8

(Module ID 27304-14) Explains the selection and uses of different types of reinforcing materials. Describes requirements for bending, cutting, splicing, and tying reinforcing steel and the placement of steel in footings and foundations, walls, columns, and beams and girders.

### Foundations and Slabs-On-Grade (20 Hours)

ISBN 978-0-13-378680-4

(Module ID 27307-14) Covers basic site layout safety, tools, and methods; layout and construction of deep and shallow foundations; types of foundation forms; layout and formation of slabs-on-grade; and forms used for curbing and paving.

### Vertical Formwork (22.5 Hours)

ISBN 978-0-13-378681-1

(Module ID 27308-14) Covers the applications and construction methods for types of forming and form hardware systems for walls, columns, and stairs, as well as slip and climbing forms. Provides an overview of the assembly, erection, and stripping of gang forms.

### Horizontal Formwork (15 Hours)

ISBN 978-0-13-378682-8

(Module ID 27309-14) Describes elevated decks and formwork systems and methods used in their construction. Covers joist, pan, beam and slab, flat slab, composite slab, and specialty form systems and provides instructions for the use of flying decks, as well as shoring and reshoring systems.

### Handling and Placing Concrete (20 Hours)

ISBN 978-0-13-378683-5

(Module ID 27305-14) Covers tools, equipment, and procedures for safely handling, placing, and finishing concrete. Describes joints made in concrete structures and the use of joint sealants.

### Tilt-Up Wall Systems (17.5 Hours)

ISBN 978-0-13-378684-2

(Module ID 27310-14) Describes how tilt-up concrete construction is used and how tilt-up panels are formed, erected, and braced. Covers the installation of rebar and types of embedments used to lift and brace the panels. Also covers methods used to create architectural and decorative treatments.

# TRANSITION IN ACTION!

