

# Memorandum



**Date:** February 3, 2025

**To:** Honorable Chairman Anthony Rodriguez  
and Members, Board of County Commissioners

**From:** Daniella Levine Cava  
Mayor

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**Subject:** Report on the Review of County Contracts with Circle of Brotherhood, Inc. and Neighbors and Neighbors Association, Inc. for Compliance

## **Executive Summary:**

This report is provided in response to the motion made by Commissioner Hardemon on the January 22, 2025, Board of County Commissioners (Board) meeting, directing the County Mayor or Mayor's designee to suspend payments to Circle of Brotherhood, Inc. and Neighbors and Neighbors Association, Inc. (NANA) pending review by the administration and the County Attorney's Office of all contracts between these two entities and the County to determine compliance and to report back to this Board for further action at the Board's next meeting. This report provides a description of the funded programs for each entity, the departments overseeing the funding, a brief activity description, the source of funding, the amount of funding, the contract terms, and contract compliance.

## **Background**

Circle of Brotherhood, Inc. and Neighbors and Neighbors Association, Inc. (NANA) are recipients of County funding through various programs and contracts. Below is an overview of the funding each entity receives, the purpose of these funds, and their contractual obligations.

### **1. Circle of Brotherhood, Inc.**

Department	Activity Title	Activity Description	Funding Source	Funded Amount	Contract term	Compliance
Juvenile Services Division	Street Outreach Workers for Anti Violence Initiative	Through a sub-agreement with UMMAH Futures International Inc. to address violence in Miami-Dade County.	General Fund	\$554,400	10/1/2024 thru 9/30/2025	In Compliance
Office of Management and Budget/ Office of Neighborhood Safety	Community Violence Intervention (CVI)	Through a sub-agreement with the Carrie Meek Foundation for CVI	Miami-Dade Rescue Plan	\$400,000.00	10/1/2023 thru 04/01/2025	In Compliance

### **2. Neighbors and Neighbors Association, Inc.**

Department	Activity Title	Activity Description	Funding Source	Funded Amount	Contract term	Compliance
Office of Management	Technical Support to	Provide technical	General Fund	\$27,825.00	01/01/2025 thru	In Compliance

and Budget- Grants Coordination	Small Businesses	assistance to small businesses through training, government negotiation, and Mom & Pop grant management.			09/30/2025 (Pending Execution)	
Housing and Community Development	Technical Assistance to Small Businesses	Technical assistance to small businesses with 7 jobs created. May include assistance on Mom & Pop program.	CDBG	\$175,000.00	01/01/2024 thru 12/31/2024	In compliance
Housing and Community Development	ESBDH- Business Incubator	Provide incubator space and technical assistance to small businesses; Required to create up to 8 jobs.	CDBG	\$250,000.00	01/01/2024 thru 09/30/2025	In compliance
Housing and Community Development	Goulds Business Resource Center New	Provide incubator space and technical assistance to small businesses; Required to create up to 8 jobs.	CDBG	\$250,000.00	01/01/2024 thru 09/30/2025	In compliance
Housing and Community Development	Accelerate South Dade - Business Incubator	Cost-effective business support services and resources to new and growing micro- enterprise businesses; Required to create up to 6 jobs.	CDBG	\$200,391.40	10/01/2024 thru 12/31/2025	In compliance
Housing and Community Development	Richmond Heights Business Development	Cost-effective business support services and	CDBG	\$125,000.00	05/01/2024 thru 09/30/2025	In compliance

		resources to new and growing micro-enterprise businesses; Required to create up to 4 jobs.				
Housing and Community Development	Accelerate South Dade - Business Incubator	Cost-effective business support services and resources to new and growing micro-enterprise businesses; Required to create up to 10 jobs.	CDBG	\$325,000.00	05/01/2024 thru 06/31/2025	In compliance
Housing and Community Development	Rehabilitation of former Floral Heights Elementary School	Rehabilitation of former Floral Heights Elementary School located at 5120 NW 24 Avenue, Miami, Florida.	CDBG CV	\$321,000.00	01/01/2023 thru 12/31/2024	In compliance
Housing and Community Development	Business Incubator (CV3 Funds)	Cost-effective business support services and resources to new and growing micro-enterprise businesses; Required to create up to 18 jobs.	CDBG CV	\$600,000.00	09/27/2021 thru 12/31/2024	In compliance

3. Neighbors and Neighbors Association, Inc.

Below are Infill properties associated with Neighbors and Neighbors Association, Inc.

Department	Activity Title	Activity Description	Folio	Completion Deadline	Compliance
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Housing and Community Development	Infill Housing Program	New Construction	01-3114-018-1180 30-3111-035-1250 01-3113-051-0100 30-3111-038-0210 01-3114-018-0090 30-3115-005-2110 30-3115-005-2411 30-3115-005-2970 01-3122-047-0060 30-3115-005-5590 30-3115-005-2920 30-3115-005-3800 30-3115-005-3780 01-3122-014-1180 01-3122-035-0871 30-3115-005-5250 01-3113-065-1170 30-3121-033-0760 30-3121-000-0050 30-3122-000-0071 01-3113-042-1250 30-3115-010-0180 30-3111-023-0260 01-3112-012-0450 01-3112-013-0170 01-3112-013-0510 30-3115-018-0640 01-3113-060-0270 01-3113-051-0020 30-3121-000-0400	Varies per deed	Non- Compliant; all deeds subject to reversion
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4. Neighbors and Neighbors Association, Inc.  
Below is information on Surtax Loan funding.

Department	Activity Title	Activity Description	Funding Source	Funded Amount	Commitment Date	Compliance
Miami-Dade Economic Advocacy Trust	Construction Refinancing	Refinancing to remove a lender in Phase 1.	Surtax	\$1,181,431.27	05/01/2024 thru 05/01/2027	In compliance

Miami-Dade Economic Advocacy Trust	Construction Financing	Financing Construction for the development of homes.	Surtax	\$2,000,000.00	05/01/2024 thru 05/01/2027	In compliance; Loan closed; Loan is pending disbursement due to expired deeds
Housing and Community Development	Homeownership Construction Loan	New Construction	Surtax	\$3,700,000	02/22/2024	Non-compliant; loan closing stalled due to expired deeds

5. Neighbors and Neighbors Association, Inc.

Below is a lease agreement associated with Neighbors and Neighbors Association, Inc.

Department	Activity Title	Activity Description	Funding Source	Amount	Sublease term	Compliance
People & Internal Operations	Lease Agreement for former Floral Heights Elementary	Pursuant to Board Resolution R-661-16, the County entered into a Lease Agreement with the School Board of Miami-Dade County (School Board) for the use of property at 5120 NW 24 Avenue, Miami, Florida. The same Resolution approved a sublease with Neighbors and Neighbors Association, Inc. (NANA) for use of the entire property.	General Fund	\$1.00	8/8/2016 thru 12/13/2021	In compliance; Currently a month-to-month lease.

6. Black Economic Development Coalition, Inc. DBA Tools for Change (Tools for Change)

Department	Activity Title	Activity Description	Funding Source	Funded Amount	Contract term	Compliance
Housing and Community Development	Economic Development - Technical Assistance to Small Businesses	Technical Assistance to small businesses with 7 jobs created.	CDBG	\$240,391.40	01/01/2024 thru 06/30/2025	In compliance

Housing and Community Development	Micro Loans and Technical Assistance to Small Businesses	Loans to businesses with 22 jobs created.	CDBG	\$750,000.00	01/01/2024 thru 06/30/2025	In compliance
Housing and Community Development	Economic Development - Technical Assistance to Small Businesses	Technical Assistance to small businesses with 4 jobs created/retained	CDBG	\$120,391.40	01/01/2023 thru 12/31/2024	In compliance
Housing and Community Development	Micro Loans and Technical Assistance to Small Businesses	Loans to businesses with 18 jobs created.	CDBG	\$625,000.00	01/01/2023 thru 12/31/2024	In compliance

Should you have any questions or require additional information, please do not hesitate to contact Cathy Burgos, Chief Community Services Officer, at 305-375-5695.

C: Geri Bonzon-Keenan, County Attorney  
Gerald K. Sanchez, First Assistant County Attorney  
Jess M. McCarty, Executive Assistant County Attorney  
Office of the Mayor Senior Staff  
Alex Ballina, Director, Housing & Community Development  
David Clodfelter, Director, Office of Management and Budget  
Latwaun Bess, Director, Juvenile Services Department  
Yinka Majekodunmi, Commission Auditor  
Basia Pruna, Director, Clerk of the Board  
Eugene Love, Agenda Coordinator

# Memorandum



**Date:** February 3, 2025

**To:** Honorable Chairman Anthony Rodriguez  
Board of County Commissioners

**From:** Cathy Burgos  
Chief Community Services Officer

**Subject:** Request to Place A Report on the Review of County Contracts with Circle of Brotherhood, Inc. and Neighbors and Neighbors Association, Inc. for Compliance on the February 4, 2005, Board of County Commissioners Meeting Agenda

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It is respectfully requested that the subject item be placed on the February 4<sup>th</sup> Board of County Commissioners Meeting Agenda. This report is to response to the motion made by Commissioner Hardemon on the January 22, 2025, Board of County Commissioners (Board) meeting, directing the County Mayor or Mayor's designee to suspend payments to Circle of Brotherhood, Inc. and Neighbors and Neighbors Association, Inc. (NANA) pending review by the administration and the County Attorney's Office of all contracts between these two entities and the County to determine compliance and to report back to this Board for further action at the Board's next meeting.

Approved:

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Cathy Burgos

Approved by Mayor or Mayor's Designee  
Signature

Print Name

A handwritten signature in black ink, appearing to read "Demetria Henderson", written over a horizontal line.

Approved by Legislative Director  
Signature

Demetria Henderson

Print Name

c: Geri Bonzon-Keenan, County Attorney  
Gerald K. Sanchez, First Assistant County Attorney  
Jess M. McCarty, Executive Assistant County Attorney  
Carladenise Edwards, Chief Administrative Officer  
Basia Pruna, Director, Clerk of the Board  
Eugene Love, Agenda Coordinator

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