

# NW 79th Street Community Redevelopment Agency

[www.miamidade.gov/global/government/boards/northwest-79th-street-cra.pageasp](http://www.miamidade.gov/global/government/boards/northwest-79th-street-cra.pageasp)



## **October 30, 2024**

Miami-Dade County, Police  
Department  
799 NW 81st Street Miami, FL 33150  
6PM

- I. Call to Order
- II. Roll Call
- III. Reasonable Opportunity for the Public to be Heard — 2 minutes per speaker
- IV. Approval of Agenda
- V. Approval of Minutes
  - A. October 1, 2024
- VI. NANA, Grants Administrator
  - A. CRA Grants Program Overview
- VII. Action Item
  - A. Resolution Approving the NW 79th Street Community Redevelopment Agency Fiscal Year 2024-2025 Budget in the Amount of \$13,941,849
- VIII. COLAB, Economic Development Team
  - A. Retreat Summary Priority Findings
- IX. New Business
  - A. Administrative Update
- X. Adjournment

# NW 79th Street Community Redevelopment Agency

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## 2024 Meeting Dates\*

Arcola Lakes Library @ 6pm

~~·Wednesday, January 24th~~

~~·Wednesday, February 28th~~

~~·Wednesday, March 27th~~

~~·Tuesday, April 30th~~

~~·Tuesday, May 28th~~

~~·Thursday, June 27th~~

~~·Wednesday, July 31st~~

~~·August Board Recess~~

~~·Wednesday, September 25th~~

~~·Wednesday, October 30th~~

·Wednesday, November 27th

·Wednesday, December 11th

Meeting dates and agendas are also posted at:

<https://www.miamidade.gov/global/government/boards/northwest-79th-street-cra.page>  
(CRA webpage)

<https://www8.miamidade.gov/global/calendar/global.page>  
(Miami-Dade County webpage)

Contact: Miami-Dade County - Office of Management & Budget  
(305) 375-5143

\*Meeting dates are subject to change due to unforeseen circumstances.



**NW 79th STREET CORRIDOR REDEVELOPMENT AGENCY  
REGULAR MEETING**

**OFFICIAL MINUTES – Tuesday, October 1, 2024**

- I. Call to Order – CRA Board Chairman McKinney called the meeting to order at 6:16 p.m.
- II. Roll Call and Introductions –

Aaron McKinney, Chairman	Present
Dr. Gilbert Saint Jean, Jr., Vice Chairman	Present
Board Member Nadege Vilsaint	Present
Board Member Parmalyn Jacob	Absent
Board Member Tanisha "Wakumi" Douglas	Present

Others Present:

Vivian Cao, Chimene Graham, and Nicole Jordan, Miami-Dade County, Office of Management & Budget (OMB)  
Melissa Hege and Matthew Hege, MHCP COLAB  
Leroy Jones, Alice Townsend, Neighbors and Neighbors Association

- III. Public Comment/Reasonable Opportunity to be Heard – Mr. Mac McCoy, Shakur Consortium, provided an update on the 18<sup>th</sup> Avenue project. Mr. Leroy Jones introduced Mr. Derrick Blake and stated he has a parcel of land within the CRA and hopes to partner with the CRA Board for its development. Mr. Carl Bey provided an update on a local school department program and recommended a potential expansion area into NW 15<sup>th</sup> Avenue. Chairman McKinney clarified that the CRA is bound to unincorporated Miami-Dade County and cannot provide funding or expend dollars outside of the CRA boundaries, nor in any municipalities. Mr. Kenneth Kilpatrick inquired about the North Central Municipal Advisory Committee sunseting and asked for support of the Board to stop it from sunseting.
- IV. Approval of Agenda – Tanisha "Wakumi" Douglas moved to approve the agenda with a second from Nadege Vilsaint. Motion passed.
- V. Approval of June 27<sup>th</sup> ,2024 and July 31<sup>st</sup> ,2024 Minutes – Tanisha "Wakumi" Douglas moved to approve the minutes with a second from Dr. Gilbert Saint Jean. Motion passed.
- VI. Presentations – MHCP Colab Economic Development Coordinator
  - A. Follow- Up Discussion, Board Retreat– Melissa Hege provided a re-cap of the board retreat and provided updates on their findings and how they will input them into the CRA action plan. Ms. Hege stated that during the board retreat the group talked about transit-oriented development (TOD), opportunities for land acquisition, overall development, and partnerships with developers that may benefit the community. Melissa also emphasized the importance of preservation and activation of the area and the already naturally occurring affordable housing. Melissa Hege spoke about potential institutional partners for healthcare and education to create something for the community. Melissa also brought up local safety improvements and more opportunities for parks.
  - B. Prioritization of short-, medium- and long-term goals – Melissa presented the Board's rankings from the retreat and highlighted the high priority goals of the board such as land acquisition, grants for small businesses. For the medium priorities, the board chose remediating unsafe structures, implementing a plan to preserve affordable housing, partnerships to expand workforce development, activating Poinciana Park, and developing new housing. After a question from Ms. Wakumi Douglas about conservation and the mission statement, Melissa stated there are some overlaps with certain priorities and that the mission statement could be crafted at a separate board meeting or a mini retreat. After various questions from the audience, Melissa stated there are plans to support small businesses.

Further, she continued to present year two priorities such as facilitating development, repositioning industrial sites, and affordable housing review. The longer-term actions are developing partnerships with healthcare institutions, mitigating the brownfields, and design/construction of roadway improvements. After a question from one of the board members about land/parcels for purchase, Matthew Hege said there needs to be further analysis to help identify how the Board goes about acquiring land and this process would need to be laid out in the action plan. After comments from the audience regarding homeownership in the area, Chairman McKinney expressed his wish to play a bigger role within the community to promote homeownership in the area and rehabilitation opportunities for existing homeowners in the area. Melissa finished her presentation by stating that the board overall's highest priorities were grants and land acquisition and that her team will work on a draft action plan for the board's review.

VII. New Business–

- A. Administrative Updates – Ms. Vivian Cao stated that staff have been building up the budget based on the board's priorities and to make sure there is sufficient funding for these priorities. Chairman McKinney stated that he would like to entertain the idea of the Agency having its own executive director that is solely focused on the CRA and could help expedite goals of the board. Chairman McKinney would like to add a budget line item for \$150,000 for the salary of the executive director. Ms. Nadege Vilsaint stated there should be further discussion on the item.

VIII. Adjournment– There being no additional business, the meeting adjourned at 7:25 p.m.

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**Corridor Community  
Redevelopment Agency**

**NW 79TH STREET  
AREA IMPROVEMENT &  
REDEVELOPMENT  
GRANT PROGRAMS  
2025**

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The RRG offers assistance to eligible businesses for property improvements including construction, renovation, expansion and installation of permanent improvements to commercial buildings

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Community Redevelopment Agencies (CRAs) play a vital role in revitalizing and enhancing urban areas that may be struggling with economic decline, disinvestment, or infrastructure challenges. Established to foster sustainable community development, these agencies implement strategies that focus on improving housing, creating jobs, and enhancing public spaces. By collaborating with local governments, businesses, and residents, CRAs aim to transform neighborhoods into vibrant, thriving environments. Their efforts not only address immediate issues but also promote long-term economic growth and redevelopment, making them essential players in the landscape of urban development.

In order to eliminate and prevent the spread of blighted conditions and stimulate and support the redevelopment of the NW 79th Street corridor, the NW 79th Street Corridor Community Redevelopment Agency (commonly referred to as the "CRA," "Redevelopment Area" or "Agency") was created and its Board of Commissioners (Board) appointed by the Miami-Dade County (County) Board of County Commissioners (BCC), pursuant to Chapter 163, Part III, Florida Statutes and Ordinance No. 11-52, as amended, on July 19, 2011. The Agency's Redevelopment Plan was approved on July 9, 2011.

The Redevelopment Area is located in the west-central portion of Miami-Dade County. Its boundaries extend approximately 3 miles from N.W. 7th Avenue at the eastern end to N.W. 37th Avenue on the west side; it extends south for about one-third of a mile to include an industrial area centered around the FEC railroad tracks running approximately parallel to N.W. 79th Street. The center portion, between N.W. 17th and NW 27th Avenues, widens considerably to extend to N.W. 61st Street on the south to N.W. 87th Street on the north, a distance of about one mile. The east end, east of N.W. 17th Avenue, is less than a thousand feet wide, and centered on NW 79th Street. The overall area encompasses about 1,254 acres.

The Area is a key location that supports the expansion, creation and diversification of the Miami-Dade economy. The Redevelopment Plan for the NW 79th Street Corridor CRA proposes an outline of programs and strategies designed to address:

- a. Infill and replacement housing
- b. Land acquisition
- c. Economic development
- d. Grant and financing programs
- e. Infrastructure and neighborhood improvements
- f. Planning and land use regulation

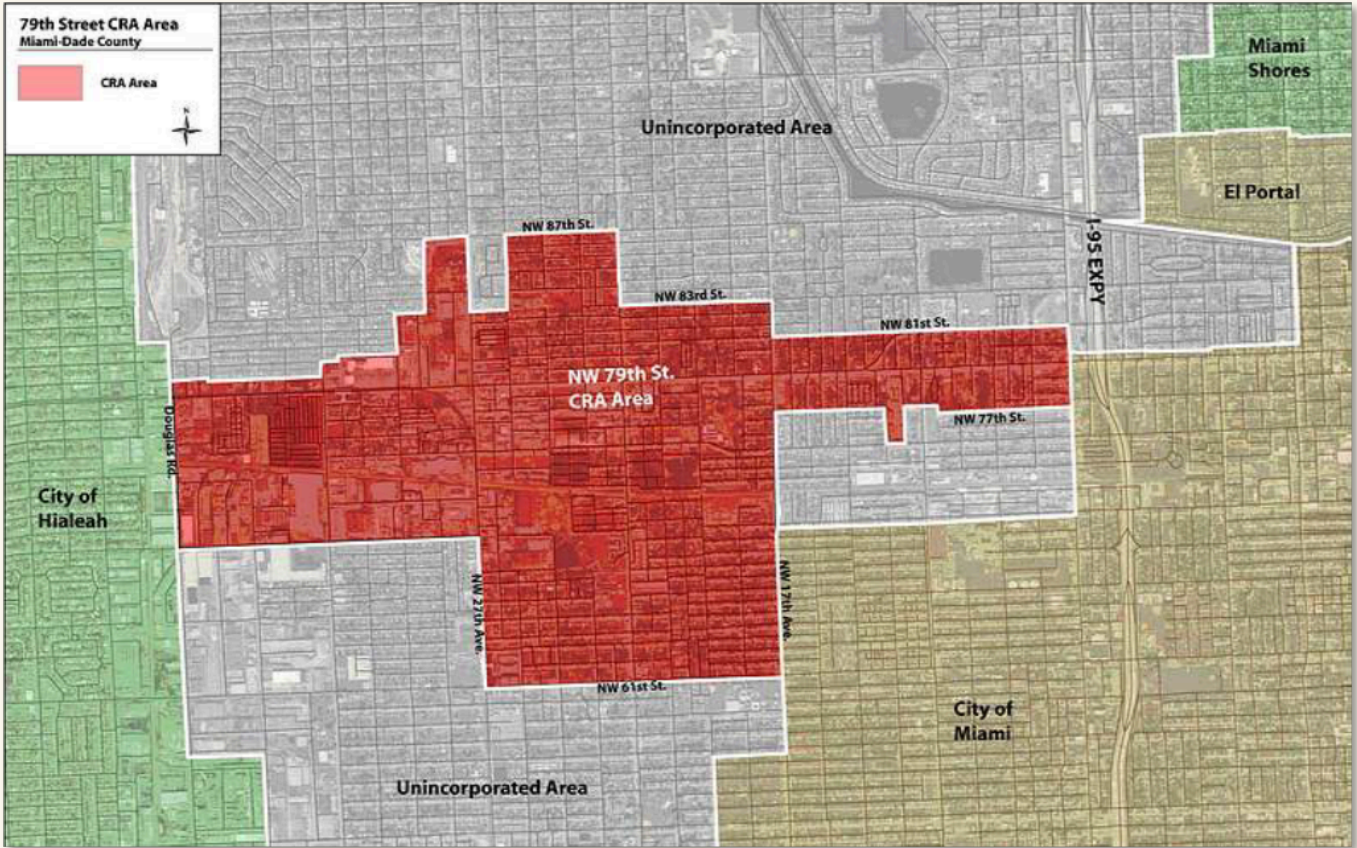
## **II. AREA IMPROVEMENT & REDEVELOPMENT GRANT PROGRAM**

This manual is provided to describe the Agency's Area Improvement & Redevelopment (AIRG) grant programs and outline the guidelines to be used for providing assistance to those seeking financial support from the Agency. At the time of application, a business must have been in operation for a minimum of two (2) years. Funds can only be awarded to businesses within the CRA boundaries and can only be expended to benefit projects located within the boundaries of the Agency Area. Grant awards are contingent upon a demonstrated benefit to the Area, are awarded in compliance with the Agency's Redevelopment Plan, and may require an in-person presentation to the Agency's Board of Commissioners.

The Agency's grants are designed to support the economic and financial well-being of the Area through the expansion and creation of businesses, removal of blighted areas, creation and maintenance of affordable housing, and support services to the businesses and residents within the Area. The Agency's grant funding is reimbursement-based and contingent upon the availability of funding in the Agency's budget. The primary goal of the grant programs is to create positive change within the area through improvements of businesses, infrastructure and structures. Preference for funding will be awarded on a first-come, first-served basis and will be provided to applicants who can demonstrate that funding will:

- Help eliminate or reduce blighted conditions;
- help businesses expand sales revenue, improve competitiveness or enter new markets;
- create additional affordable housing units within the boundaries of the Redevelopment Area;
- provide new or expand services deemed needed for low- and very low-income persons in the Redevelopment Area; and/or
- be used to leverage other funds to expand or increase the overall size of the project proposed by the applicant.

**N.W. 79TH STREET COMMUNITY REDEVELOPMENT AREA/BOUNDARY**



The grant programs are available to applicants with properties located within, or relocating into, the NW 79th Street CRA Area (red area).

**III. AGENCY GRANTS ADMINISTRATOR CONTACT**

**NEIGHBORS AND NEIGHBORS ASSOCIATION, INC. (NANA)  
NW 7TH AVE AGENCY GRANTS COORDINATOR  
5120 N.W. 24TH AVENUE MIAMI, FL 33142  
E-MAIL: [UPTOWN7@NANAFL.ORG](mailto:UPTOWN7@NANAFL.ORG)  
(305) 756-0605**

**IV. GENERAL REQUIREMENTS**

- a. Projects approved by the Agency, must seek to eliminate slum and blight.
- b. Applicant must have either proof of property ownership, an executed lease, or signed documents showing a bona fide intent to purchase or lease a property within the boundaries of the Redevelopment area.
- c. Tenants must have a signed lease of at least five (5) years, or documentation showing an intent to sign a lease of at least five (5) years and three (3) years of performance activity documentation in a similar business.
- d. Every effort must be made to hire residents residing within the Agency’s boundaries.
- e. The Agency, at its sole discretion, may consider increasing the funding limits on a case-by-case basis. If the request exceeds the standard amount, the applicant must abide by the following:



- o All entities or contractors receiving grants from the Agency for new commercial and residential developments to be constructed within the Redevelopment Area in an amount of \$100,000 or more, will be required to enter into a Community Benefits Agreement (CBA) with the Agency which will benefit the residents of the Redevelopment Area.
- o To the extent allowed by law, a CBA shall include provisions for hiring local workforce for the project. The Agency will ensure that such entities or contractors comply with requirements as established by Miami-Dade County’s Living Wage or Responsible Wage Ordinance, pursuant to Sections 2-8.9 and 2-11.16 of the Code of Miami-Dade County, Florida, or pay higher wages and benefits, as feasible.
- o All organizations contracting with or receiving a grant from the Agency in an amount of \$500,000 or more, or such other amount as may be established by this Agency, shall comply with the following Miami-Dade County ordinances contained in the Code, as may be amended:

1. Small Business Enterprises (Section 2-8.1.1.1 of the Code)
2. Community Business Enterprises (Section 2-10.4.01 of the Code)
3. Community Small Business Enterprises (Section 10-33.02 of the Code)
4. Conflict of Interest and Code of Ethics Ordinance (Section 2-11.1 of the Code)
5. Living Wage Ordinance ( Section 2-8-9)

**V. INELIGIBLE USES OF GRANT FUNDS**

Each program has specific eligible expenditures and criteria. However, the items detailed below are ineligible across all programs, including but not limited to:

Debt/Refinancing existing debts	Mortgage payments for real estate	Consultant fees or expenses for services (cleaning, etc.)	Business payroll/Day-to-day operating expenses	Purchase of alcohol, tobacco or medicine
Late payment fees	Utility bills	Real estate rental deposits or rent payments (except if approved by the Business Attraction & Expansion Grant)	Any illegal activity	Improvements made prior to grant approval

**VI. GRANT PROGRAMS**

**REVITALIZATION & REHABILITATION GRANT PROGRAM**

The Revitalization & Rehabilitation Grant Program (RRG) was developed to provide support for established businesses. This grant provides up to \$75,000 for the cost of interior and exterior improvements to property owners and businesses. Applicants must be able to provide a 25% match to be eligible for funding under this grant. Approved applicants may receive matching funds up to 75% of the project cost, not exceeding \$75,000.

See funding examples below:

<u>Total Project Cost</u>	<u>Applicant Matching Contribution</u>	<u>CRA Contribution</u>
\$125,000.00	\$50,000.00	\$75,000.00
\$100,000.00	\$25,000.00	\$75,000.00
\$75,000.00	\$18,750.00	\$56,250.00
\$50,000.00	\$12,500.00	\$37,500.00

Eligible expenditures under the RRG include:

Exterior/Interior Lighting or Painting	Water and Sewer Hook-up	Roof Replacement/Repairs	Improvements required by the Americans with Disabilities Act (ADA)
HVAC upgrades	Surface Parking Lot Improvements	Resolution of Code Violations	Landscaping or Irrigation for Landscaping
Siding, Masonry or Stucco Facing	Fences and Gates	Window or Door Replacement	Manufacturing Equipment and Tools
Awnings, Canopies and Shutters	Exterior Signs	Historic Storefront Restoration	Demolition Expenses
Landscaping and Streetscape Items Attached to the Building or on the Property	Vehicles Used for Business Purposes (pick-up trucks, cargo vans, light and heavy trucks, and passenger vans)	Design Plans, Specifications, Labor, Materials, Equipment, Fees and Services Associated with Improvements	

Requirements: Company must be in business for at least two years. Must be a for-profit business. Non-profit agencies cannot apply. Properties with multiple business tenants (such as shopping centers or strip malls) must seek to make improvements across the entire property so that it is done as one project. However, it is acceptable that properties with multiple tenants may only seek to improve a limited section of the property.

## **BUSINESS ATTRACTION & EXPANSION GRANT PROGRAM**

The Business Attraction & Expansion Grant Program (BAEG) was developed to attract new organizations to the Redevelopment Area. This grant provides up to \$100,000 toward specifically defined and approved costs that are related to relocation and attraction of businesses into the Redevelopment Area. This program is intended for businesses previously not located within the CRA boundaries or those businesses interested in expanding their businesses footprint. Additions or expansion to an existing building is allowable, if a business is adding at least half of the existing square footage, i.e., current 1,000 sq. ft. expansion to 1,500 sq. ft.

In addition to the items detailed under the Revitalization & Rehabilitation Grant Program (page 5), the following are eligible expenditures under the BAEG program:

- Up to 50% of rent for six (6) months during renovations
- Installation of permanent improvements (large equipment) to commercial buildings
- A percentage of impact fees related to change of use

Requirements: Company must be in business for at least two years. Must be a for-profit business. Non-profit agencies cannot apply. Properties with multiple business tenants (such as shopping centers or strip malls) must seek to make improvements across the entire property so that it is done as one project. However, it is acceptable that properties with multiple tenants may only seek to improve a limited section of the property.

**SMALL BUSINESS TECHNOLOGY & INNOVATION GRANT PROGRAM**

The **Small Business Technology & Innovation Grant Program** (SBTIG) is designed to support organizations within the Redevelopment Area; providing funding for technology upgrades aimed at enhancing operational efficiency and capacity. This grant program offers financial assistance of up to \$10,000 to eligible businesses for the purchase and implementation of technology-related equipment and services. Approval for this grant does not disqualify the business from participating in other programs offered by the Agency.

Eligible expenditures under the SBTIG include:

Point-of-Sale (POS) systems	Software licenses and subscriptions	Security systems (including cybersecurity measures)	Website development and optimization	Digital marketing tools and strategies
Cloud services and data storage solutions;	Training and professional development in technology	Professional services (i.e., CPA, Attorney)	Commercial liability insurance	Other technology-related expenses deemed essential for business growth

Eligible expenditures under the SBTIG include: Requirements: Company must be in business for at least two years. Must be a for-profit-business. Non-profit agencies cannot apply. Property use must be commercial.

**RESIDENTIAL REHABILITATION PROGRAM**

The NW 79th Street CRA has partnered with **Rebuilding Together Miami-Dade** (RTMD) to preserve affordable home ownership and revitalize communities with free home and facility repairs. RTMD, a national nonprofit, empowers low-income, vulnerable homeowners, small business owners, and community organizations by providing critical home repair and accessibility modifications at no cost to them. The CRA has designated funding for the rehabilitation of homes for residents located within the CRA boundaries.

For further details and information, please contact: [info@rtmiami.org](mailto:info@rtmiami.org).

## VII. GENERAL TERMS & CONDITIONS

- A. Adult entertainment businesses, national chains, religious institutions, liquor stores, smoke shops, or predatory lending services (payday lenders/checks cashing stores) are not eligible for Agency grant funding.
- B. Any businesses /projects deemed eligible for financial assistance shall be located within the Redevelopment Area.
- C. The organization to be assisted or the property to be developed must be privately owned.
- D. Organizations being considered for grants must be at least two (2) years old.
- E. Organizations that have received grants from the Agency within the past three (2) years are not eligible for assistance unless an expansion of the project can be clearly demonstrated.
- F. Prior to applying keep in mind:
  - Projects requiring rehabilitation must prove to be structurally feasible.
  - Under no circumstances, will funds be awarded to an applicant for a building that will not be occupied after rehabilitation. Buildings to be rehabilitated shall be occupied at the time funding is requested or subject to a bona fide lease or rental agreement providing for occupancy or re-occupancy after completion of the rehabilitation. A building owner may contract with the Agency to undertake the commercial rehabilitation improvement process on a vacant business building, understanding that the Agency will not reimburse any cost until such time the space is occupied. Should the building unit remain vacant for one (1) year following completion of the rehabilitation, the Agency's responsibility to reimburse any cost shall expire.
  - For non-owner occupied / lease holder improvements the applicant must have partnered with the building owner and have a negotiated lease that will keep the business in the improved location for a minimum of three (3) years beyond the improvements. Should the owner no longer make the property available to the grantee, the owner will reimburse the Agency the unamortized balance (1/36) per month remaining on the term within 90 days.
  - For business owners utilizing grant funds to purchase equipment, the equipment will be considered property of the Agency until fully amortized, therefore:
    1. Extended warranties that protect the equipment until fully amortized must be purchased along with the equipment whenever possible.
    2. The equipment must be protected under the organization's insurance policy, and
    3. If the business ceases to operate before full amortization, the property is to be returned to the Agency.
- G. The business shall keep the property in good condition and repair and shall not remove or demolish any improvements thereon in accordance with applicable terms and conditions. If this provision is violated, the grantee will be notified of any violations and will be given 60 days to correct the violations. If the violations are not corrected within the prescribed time frame, the property will not be eligible for further benefits from the Agency.
- H. No substantial changes will be made to the improvements for a minimum of two (2) years following completion of the rehabilitation of the building unless said changes are approved, in writing, by the Agency. If any changes are made without the prior written consent of the Agency, the building will not be eligible for further benefits in any Agency funded program.

## VIII. ARCHITECTURE DESIGN & CONSTRUCTION (IF APPLICABLE)

Any projects requiring construction or rehabilitation are subject to approval by the appropriate Miami-Dade County departments. Uses and activities taking place at the applicant's property, and the proposed construction/rehabilitation to be undertaken shall be consistent with the requirements of the Florida Building Code, compliant with all Miami-Dade County building and zoning requirements, and any and all necessary Federal, State and local permits. The applicant is responsible for acquiring all necessary permits and approvals for the project.

Buildings with pending code violations are not eligible for an improvement grant unless the proposed work involves resolution of the pending violation(s). Design plans submitted by the grantee and their architect to the Grants Administrator, shall be complete and consistent with all applicable State and County codes. The Grants Administrator shall review and forward a copy of submitted design plans to the Agency's staff.

Plans are subject to the following Design requirements:

- Designs must be of high quality and should include a sealed set of plans and specifications if required by the County’s Building Department.
- All designs must be reviewed and approved by the Agency prior to construction in order to be eligible.
- Colors shall be compatible and complimentary to those of existing nearby buildings.
- Designs should consider the removal of material and architectural barriers which restrict mobility and accessibility of elderly or handicapped persons.

**IX. COMMUNITY BENEFITS AGREEMENT**

A Community Benefits Agreement (CBA) is a tool which ensures that the interests of the local community is prioritized in projects undertaken by the Agency. A CBA, which will be entered into with grantees of the RRG or BAEG programs, outlines the commitments made by an awarded business to the Agency and may include provisions for: job creation for the Area’s residents; affordable housing; internships; mentoring and/or development programs; workshops for existing and new entrepreneurs; public art installations; and other community-oriented initiatives.

Approval and receipt of funds, for an amount of \$100,000 or more, is subject to the Grantee entering into and executing a CBA with the Agency. The RRG and BAEG programs have several goals that the CBAs will help the Agency achieve, examples of those include:

SAMPLE PROJECT/FUNDING REQUEST FROM BUSINESS	SAMPLE CBA GOAL/OUTCOME ESTABLISHED BY CRA
Agencies Providing Services to Businesses or the Public	100% of the businesses funded by the Agency must be located within or plan to relocate within the Redevelopment Area
Permanent Positions of Persons Living Within the Redevelopment Area	1 job per each \$50,000
Construction Positions of Persons Living Within the Redevelopment Area	20% of positions available
RRG and BAEG Grant	25% grant match required (e.g., \$50,000 grant, \$12,500 match; \$100,000 grant, \$25,000)
Affordable Housing	Create public parks, community centers, or recreational facilities that enhance the quality of life for residents
Housing Units	Reserve a certain percentage of affordable housing units in a project, to ensure that a portion of the new housing is accessible to low- and moderate-income Area residents

- Additional requirements may be requested, based on the nature of the business and the opportunities financed by the Agency.
- Permanent position(s) will be required to be maintained for at least one (1) year. Any permanent position(s) not held for one (1) year, will require the grantee to reimburse the Agency for a portion of the grant amount.
- Grantee must document that all positions supported by Agency funding will be paid no less than the Annual Living Wage as defined by Miami-Dade County.
- Grants for \$100,000 or more, will have a CBA term will extend 2 years after the conclusion of the project. If additional time is required due to verifiable extenuating circumstances, the grantee must request a written extension 90 days prior to the expiration of the grant. The Agency reserves the right to exercise independent discretion to grant or deny any request. The Agency may grant an extension for a period of up to six (6) months.

## X. GRANT CONTRACT REQUIREMENTS/CONFLICT OF INTEREST

Grantees are required to enter into and execute a: 1) Contract with the Agency for payment of grant funds, and 2) a construction contract between the property owner and the selected contractor or vendor if construction or rehabilitation of the property is part of the project. If a grantee has been awarded a minimum of \$100,000, a CBA is also required.

The applicant is responsible for employing its own contractors when applicable. However, for buildings under contract with Agency funds, the building owner, lessor, lessee, tenant, occupant or employee of the same, either personally or corporately, shall not serve as a paid contractor or sub-contractor for the rehabilitation of said building, nor shall they be paid for their own labor with Agency funds for the rehabilitation of said building.

No person, including but not limited to any officer, board of directors, managers, supervisor, or employees employed by the Agency or Miami-Dade County, who is in the position of authority, and who exercises any function or responsibilities in connection with the grant process, shall have during the term of the grant, received any of the services, or direct or instruct any employee under their supervision to provide such services as described in the Program. Additionally, no family member related to any officer, board of directors, managers, supervisor, or employees employed by the Agency or Miami-Dade County, may apply for a grant. The term "related to" includes the following:

- By blood or adoption: Grandparent, parent, child, sibling, first cousin, uncle, aunt, nephew, or niece;
- By marriage: Current or former spouse, brother- or sister-in-law, father- or mother-in-law, son- or daughter-in-law, step-parent, or step-child; or
- Other relationship: A current or former relationship, occurring outside the work setting that would make it difficult for the individual with the responsibility to make a decision or recommendation to be objective, or that would create the appearance that such individual could not be objective. Examples include, but are not limited to, personal relationships and significant business relationships.

Building owners or occupants must disclose any business or personal relationship with members of the Agency's Board of Commissioners or any person designated as staff or legal counsel to the Agency. Applicants who have an apparent conflict of interest and are otherwise eligible to participate and receive assistance through this program may submit a waiver for the same. No benefits may be received prior to the approval of such waiver.

## XI. APPLICATION INFORMATION

- A. A business must complete the Application to include all required attachments. The Agency reserves the right to use the applicant's name, photographs and/or likeness for any County or Agency-related publications, events, communications, website, etc.
- B. A business which is applying for construction/renovation funding through this program, must complete the Application, include schematic-level drawings and a letter of commitment, or other type of documentation, which demonstrates that funding for the project is in place from all funding sources. If Agency funding will be used as a match, grantee will provide proof that all funding is in place within ninety (90) days of approval of grant or execution of CRA Grant Agreement. If no proof is provided, the grant award will automatically be considered rescinded.
- C. The Agency, via the Grants Administrator, will accept applications on a first-come, first-served basis. Once an application is received, the Grants Administrator will note the date and time of receipt as applicable.
- D. Applications will be reviewed to ensure completeness. An incomplete application will not be processed and will be returned to the applicant. Applications can be hand delivered, mailed, scanned or e-mailed to the Grants Administrator: [79stcorridor@nanafll.org](mailto:79stcorridor@nanafll.org) by the published deadline.
- E. The Grants Administrator shall review applications, attachments, make recommendations for acceptance or rejection of the applications, and provide continuity for applicant inquiries. The staff may consider several factors, including but not limited to: completeness of the application, length of time the business has been in operation, location of the business, type of business, continuity of ownership, benefit to the community, number of employees, and the level of assistance requested as it relates to the limited amount of Agency funds available, when making recommendations for funding.
- F. Each application package will be evaluated by the Agency for: 1) completeness; 2) conformance with the objectives of the Grant program; and 3) the economic impact of the use of the funds proposed by the organization. The Agency reserves flexibility in its evaluation of grant applications. Preference will be given to organizations addressing the Agency's areas of interest and the Agency's program objectives.

- G. The Agency encourages businesses to use the grant funds to leverage and increase the total amount of funds to be invested leveraging either investor funding, additional grants, or debt to increase the size, value, and impact of the total investment proposed using the Agency's funds. Businesses are urged to contact their financial institution to discuss how the grant funds can be used to leverage a more significant investment in their business.
- H. As a condition for funding, successful applicants may be required to provide oral updates directly to the Agency or through the Grants Administrator.

## XII. PAYMENT PROCESS & PAYMENT CONDITIONS

The grant payment process is detailed below and the executed Agreement, between the Agency and the successful applicant (grantee), will serve as the "Contract" for the purpose of the grant program. Please note that grant payments are made on a reimbursement-basis or on behalf of an approved grantee through the Grants Administrator.

- A. Any work which is commenced, or equipment purchased, prior to approval and execution of a CRA grant award, will not be eligible for reimbursement under the Agreement.
- B. The owner must receive three (3) formal written quotes from eligible licensed contractors. The Grants Administrator will review all quotes provided by the organization, for reasonableness of cost, prior to the business/owner entering into a contract for the work to be performed. If the cost of the total job is less than \$5,000, and the installation is provided by the vendor (i.e., windows or awnings), only one written quote is necessary. All contractors must have a valid General or Building contractor's license (Class A or B) as per Florida Statute 489, part 1, Department of Business and Professional Regulation (DBPR).
- C. Construction must start within ninety (90) days of design approval and be completed within one hundred eighty (180) days of the start of construction. If construction or improvements are delayed, the grantee must contact the Grants Administrator. If a request for a grant extension is needed, the request must be made to the Grants Administrator two (2) months prior to its expiration.
- D. If an extension for longer than six (6) months is needed, the Grants Administrator will forward the request and sufficient justification to the Agency for their approval.
- E. If the scope of a project requires revision, the organization must inform the Grants Administrator to determine if the revision will fall within the approved grant program guidelines. If so, the Grants Administrator shall inform staff and the Agency in writing and seek prior approval.
- F. Businesses using funds for construction or rehabilitation must comply with all requirements of the County for obtaining building permits, sign permits, electrical permits, or any other related permits. Work of any kind started without proper permits, required sealed plans (any structural improvements require sealed plans) and specifications, if applicable, will not be eligible for assistance and will not be reimbursed.
- G. Construction contracts lasting less than three weeks in duration will be paid by a lump sum at the end of the contract upon issuance of the Certificate of Occupancy (if appropriate), final inspection by the Architect and County Building Official, and all release of liens from contractors, sub-contractors and suppliers.
- H. Construction contracts lasting more than three weeks may have progress payments for the eligible program costs, at the request of the owner, at two week intervals with the final payment to be made upon issuance of the Certificate of Occupancy, final inspection by the Architect and County Building Official, receipt of all labor standards documentation, and all release of liens from contractors, sub-contractors and suppliers.
- I. Businesses must document the expenditure of their match before any funds are released by the Agency. With prior approval of the Agency, the agreement between the Agency and the business may allow for the Agency to fund allowable expenses of an approved invoice on a reimbursement basis, not to exceed the funding limits of the approved grant. Requests for reimbursement of construction costs will be reviewed only as a complete package. Any costs not included in a request for reimbursement will not be considered.

As illustrative, documentation required with an application for payment of renovation construction costs includes:

- Cancelled checks;
- Detailed invoices (quotes, estimates are not acceptable) and paid receipts'
- Name, address, telephone number and, if applicable, the contractor, vendor, etc.; and
- Signed statement attesting to the design and construction costs incurred

- J. The Agency and staff reserve the right to verify all costs associated with design and construction work for which payment is requested.
- K. All change orders must have prior approval from the Grants Administrator and staff, or any costs associated with the change order will be disallowed.
- L. All checks for reimbursement will be issued through the Grants Administrator unless provided for differently between the Agency, the Grants Administrator and the grantee. Final payment of the last invoice will be made only after receipt of a final Project Report/Jobs Report and Certificate of Occupancy from the County Building Department (where required) and Certificate of Appropriateness (where required).
- M. Fifteen percent (15%) of the final payment will be withheld until such time as all liens, placed as a result of the project, have been satisfied (i.e., letter of release from the vendor/contractor).

### **XIII. PROGRAM DISCLAIMERS**

- A. The Agency, in its sole discretion, reserves the right to reject any and all grant applications, postpone or cancel the Grant program, or waive any irregularities in applications submitted for program grant funding. The Agency, in its sole discretion, reserves the right to request and evaluate additional information from any applicant after the submission deadline as the Agency deems necessary.
- B. Areas not covered in detail in this policy which arise during the application, implementation, or construction phases will be handled as the situation may dictate so as not to impede orderly progress. The Agency shall have the final determination related to interpretations of this policy.
- C. If additional funding is pending from other sources and is required for project completion and that funding is not successful, the Agency reserves the right to withdraw its award.



## RESOURCES FOR SMALL BUSINESSES

<p>Miami-Dade County Strive 305 Office of the Mayor 111 NW 1st Street, 29th Floor Miami, FL 33128 Phone (305) 375-5071 <a href="https://www.miamidade.gov/global/government/mayor/strive305/home.page">https://www.miamidade.gov/global/government/mayor/strive305/home.page</a></p>	<p>Miami-Dade County Internal Services Department, Small Business Development 111 NW 1st Street, 19th Floor Phone (305) 375-3111 <a href="http://www.miamidade.gov/smallbusiness/home.asp">http://www.miamidade.gov/smallbusiness/home.asp</a></p>	<p>Miami-Dade County Regulatory &amp; Economic Resources Department Small Business Development Resources Phone (305) 375-5289 <a href="https://www.miamidade.gov/business/business-development-resources.asp">https://www.miamidade.gov/business/business-development-resources.asp</a></p>
<p>Small Business Administration, South Florida District Office 100 S. Biscayne Boulevard, 7th floor Miami, FL 33131 Phone (305) 536-5521 <a href="http://www.sba.gov/offices/district/fl/miami">www.sba.gov/offices/district/fl/miami</a></p>	<p>U.S. Small Business Administration (SBA) <i>Resource Guide</i> <a href="https://www.sba.gov/business-guide/">https://www.sba.gov/business-guide/</a></p>	<p>Miami Bayside Foundation 25 SE 2nd Avenue, Ste 240 Miami, FL 33131 Phone (786) 703-5767 <a href="http://www.miamibaysidefoundation.org">www.miamibaysidefoundation.org</a></p>
<p>Miami Dade Chamber of Commerce 100 South Biscayne Blvd. Ste 300 Miami, FL 33137 Phone (305) 751-8648 <a href="http://www.m-dcc.org">www.m-dcc.org</a></p>	<p>Dade SCORE 100 Biscayne Boulevard, 7th Floor Miami, FL 33131-2011 Phone (786) 425-9119 <a href="http://www.miamidade.score.org">www.miamidade.score.org</a></p>	<p>Florida Atlantic University – Small Business Development Center 8500 SW 8th Street, Ste 224 Miami, FL 33144 Phone (786) 388-9040 <a href="http://www.fausbdc.com/">www.fausbdc.com/</a></p>
<p>Partners For Self-Employment, Inc. 3000 Biscayne Blvd. Ste 315 Miami, FL 33137 Phone (305) 438-1407 Ext. 315 <a href="http://www.partnersforselfemployment.org">www.partnersforselfemployment.org</a></p>	<p>Minority Business Development Agency Business Center – Miami 9499 NE 2nd Avenue, Ste 204 Miami, FL 33138 Phone (786) 515-0670 <a href="https://www.mbdba.gov/businesscenters/miami">https://www.mbdba.gov/businesscenters/miami</a></p>	<p>Florida Small Business Development Center University of West Florida 220 West Garden Street, Ste. 302 Pensacola, FL 32502 Phone (850) 898-3479 <a href="http://floridasbdc.org/">http://floridasbdc.org/</a></p>

## NW 79TH STREET BOARD OF COMMISSIONERS

<p><b>Aaron McKinney, BA</b> Chairman</p>	
<p>Gilbert St. Jean, Jr., PhD Vice Chairman</p>	<p>Parmalyn M. Jacob, CPA</p>
<p>Nadege Vilsaint, RCSWI, MSW</p>	<p>Tanisha Wakumi Douglas, MSW Secretary</p>



# Community Redevelopment Agency

## Area Improvement & Redevelopment Grants Program

### NW 79TH STREET AIRG APPLICATION

#### APPLICANT INSTRUCTIONS -

To be considered for grant funding under the CRA’s AIRG program, applicants must submit a complete application package, provide all requested documents and become a registered Miami-Dade County vendor (if not already registered). Be sure to read all program requirements for the various grant programs in the Sections detailed above.

**COMPLETED APPLICATIONS CAN BE SUBMITTED TO AGENCY GRANTS ADMINISTRATOR VIA: IN-PERSON, E-MAIL, U.S. MAIL OR BY SCAN**

Neighbors and Neighbors Association, Inc. (NANA)  
Grants Coordinator, NW 7th Ave Community Redevelopment Agency  
5120 N.W. 24th Avenue Miami, FL 33142  
E-mail: [79stcorridor@nanafll.org](mailto:79stcorridor@nanafll.org)  
(305) 756-0605 Fax: (305) 756-6008

#### APPLICATION SECTIONS -

##### Section 1: Certification and Signature Form

This form must be signed by the CEO, Managing Principal, Majority Owner, or Corporate Officer with the power to bind the organization to contracts (signature authority).

##### Section 2: Business/Company Background

This section must be completed in its entirety to provide the Agency with enough information about your business/company.

##### Section 3: Proposed Use of Funds

This section outlines eligible and non-eligible grant expenditures and requires detailed proposed use.

##### Section 4: Statement of Need & Impact

This section must clearly state the need for CRA funding and how CRA funding would impact your business.

##### Section 5: Job Creation/Economic Impact

This section must clearly state the job creation or retention and the economic impact CRA funding would have on your business.

##### Section 6: Corporate Information

Must be provided by the Applicant and attached as an Appendix to this Application. See the complete list of information items in Section 5 of the application.

Business/Company Name: \_\_\_\_\_

Contact Person Name: \_\_\_\_\_

Telephone Number: ( ) \_\_\_\_\_ Fax Number: \_\_\_\_\_

**SECTION 1. CERTIFICATION STATEMENT AND SIGNATURE FORM**

The undersigned, by submitting this proposal, certifies that:

The legal name of the Business/Company submitting this application is:

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- 1. I am the Sole Proprietor, President, CEO, or other Officer of the Company, and as such I have full authority to make this affidavit and execute all agreements on behalf of the organization;
- 2. The information given herein and, in the documents, attached hereto are true and correct;
- 3. The documents and this certification are factual material representations which the NW 7th Ave Agency (“Agency”) may rely on when determining whether to award grant funds to the above-referenced organization;
- 4. The submission of all required documents and this application are a prerequisite for this transaction;
- 5. In submitting this application, the Organization agrees with all the terms, conditions, and specifications required by the Agency in this grant application, and that the Organization fully understand its contents; and
- 6. The Agency reserves the right to deny the application if it is determined that the documents submitted and the contents therein are not true and correct, or if such documents contain inaccurate or fraudulent information.

I/We have read and understand the foregoing. The information submitted on this document is true to the best of my knowledge.

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Name/Title

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Signature

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Date

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Name/Title

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Signature

-----  
Date

**SECTION 2: BUSINESS/COMPANY BACKGROUND**

Funding Requested: \$ \_\_\_\_\_

**APPLICANT/OWNER INFORMATION**

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone Number: (     ) \_\_\_\_\_ E-mail: \_\_\_\_\_

**BUSINESS INFORMATION**

Legal Name of Business: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone: (     ) \_\_\_\_\_ Business E-mail: \_\_\_\_\_

Business Website Address: \_\_\_\_\_

Federal Tax ID #: \_\_\_\_\_ Date Established: \_\_\_\_\_

Check Business Type: \_\_\_\_\_ Sole Proprietorship \_\_\_\_\_ Corporation \_\_\_\_\_ Partnership \_\_\_\_\_ Other

\_\_\_\_\_ Own \_\_\_\_\_ Rent \_\_\_\_\_ Contract for Deed \_\_\_\_\_ Mortgage Principal: \$ \_\_\_\_\_

Lessor: \_\_\_\_\_ Terms of Lease: \_\_\_\_\_ Monthly Lease: \$ \_\_\_\_\_

Business/Company Ownership Interest of all parties named on title: (Add additional, if needed)

Name: \_\_\_\_\_ Interest: \_\_\_\_\_ %

Name: \_\_\_\_\_ Interest: \_\_\_\_\_ %

Name: \_\_\_\_\_ Interest: \_\_\_\_\_ %

Name: \_\_\_\_\_ Interest: \_\_\_\_\_ %

Current Gross Annual Revenue: \$ \_\_\_\_\_

**PROPERTY INFORMATION**

Estimated Date of Building Construction: \_\_\_\_\_ Estimated Current Tax Market Value: \$ \_\_\_\_\_

Has this Building been historically registered? Yes or No     If Yes, please attach information to this Application.

# of Stories: \_\_\_\_\_ # of Businesses: \_\_\_\_\_ # of Buildings: \_\_\_\_\_ # of Apartments: \_\_\_\_\_

Does this building have any County or State Code Violations? \_\_\_\_\_ Yes or \_\_\_\_\_ No If yes, please attach detailed information to this Application.

Does this building have any local, State or Federal Liens? \_\_\_\_\_ Yes or \_\_\_\_\_ No If yes, please attach detailed information to this Application.

Describe your Organization’s Business — products produced, services provided, etc.:

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Total Project Cost \$ \_\_\_\_\_ Amount of Agency funding requested by Applicant \$ \_\_\_\_\_

**SECTION 3: PROPOSED USE OF FUNDS**

Eligible commercial improvements funded by the Agency’s Grant Programs include, but are not limited to the following:

Exterior / Interior Lighting or Painting	Surface Parking Lot Improvements	Window or Door Replacement	Landscaping or Irrigation for Landscaping	Landscaping and Streetscape Items Attached to the Building or on the Property	Commercial Liability Insurance
Water and Sewer Hook-up	Resolution of Code Violations	Historic Storefront Restoration	Improvements required by the Americans with Disabilities Act (ADA)	Manufacturing Equipment and Tools	Professional Services (i.e., CPA, Attorney, Etc.)
Roof Replacement/ Repairs	Siding, Masonry or Stucco Facing	Exterior Signs	Additions/ Expansion to Existing buildings	Fences and Gates	HVAC upgrades
Vehicles Used for Business Purposes (pick-up trucks, cargo vans, light and heavy trucks, and passenger vans)		Awnings, Canopies and Shutters		Design Plans, Specifications, Labor, Materials, Equipment, Fees and Services Associated with Improvements	

Grant funds will not be approved, and cannot be used, for day-to-day operating expenses and the items detailed below:

- Debt
- Mortgage payments for real estate
- Real estate rental deposits or rent payments (except if approved under the Business Attraction & Expansion Grant)
- Purchasing inventory for resale
- Consultant fees or expenses for services (i.e., cleaning, etc.)
- Late payment fees
- Purchase of alcohol, tobacco or medicine
- Salaries
- Utility Bills
- Any illegal activity
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Description of Project Need:

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How will the CRA funding received by your business impact the CRA's Redevelopment Area and its residents?

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**\*Estimated Costs for CONSTRUCTION/Related Project for the RRG or BAEG Grant Programs**

Provide detail regarding planned improvements for which the grant is being requested.			
	<b>Improvement Type</b>	<b>Description</b>	<b>Estimated Cost</b>
1			
2			
3			
4			
5			
6			
<b>Total Estimated Construction Cost:</b>			<b>\$</b>

\*If additional space is needed to provide more detailed information, please attach to application.

**\*Estimated Costs for EQUIPMENT for the SBTIG Grant Program**

Provide detail regarding equipment to be purchased and/or leased using the approved grant. All equipment purchased with grant funds must include a warranty of no less than (3) years to ensure continuous support and to reduce future costs related to repair or replacement. The inclusion of a warranty will allow the project to maintain operations without interruption due to equipment failure. Only complete this page if the SBTIG grant that you are applying for will be used to procure CRA-eligible technology and equipment items. Prior to reimbursement under the SBTIG grant, serial numbers will be required for all items purchased/leased.

	<b>Improvement Type</b>	<b>Description</b>	<b>Estimated Cost</b>
1			
2			
3			
4			
5			
6			
<b>Total Estimated Equipment Cost: \$</b>			

\*If additional space is needed to provide more detailed information, please attach to application.

**SECTION 4: STATEMENT OF NEED AND IMPACT**

1. Will the grant funding retain/maintain any existing position within your business/company? If so, please explain in detail how this funding will retain/maintain positions, the number of positions and the type of positions.

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2. Will the grant funding enhance the skill sets of any current position within your business? If so, please explain in detail how this funding will enhance the skills of your employees.

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3. Will the grant funding create new positions at your business? If so, please explain in detail how this funding will create new positions, the number of new positions which will be created and the type of new positions.

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4. Will the grant funding increase your sales revenue, improve your competitiveness, expand your business' market position, and/or allow you to enter a new market? Please explain in detail.

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5. Will the grant funds improve operations, increase efficiency, or reduce costs and/or energy consumption? Please explain in detail.

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**SECTION 5: JOB CREATION/ECONOMIC IMPACT/COMMUNITY BENEFIT**

<b>BUSINESS/COMPANY NAME:</b>	
1. How many years has your business been in operation?	
2. How many years of experience dos the majority owner have in this business?	
3. Is your business a minority or women-owned business enterprise (MWBE)?	
<b>ECONOMIC IMPACT</b>	
4. How do you plan to meet the specific priorities of the Agency and provide an economic impact along the NW 7th Avenue corridor?	
<b>JOBS &amp; JOB CREATION</b>	
5. How many of your current employees earn <b>less</b> than \$27,400 per year? _____ <b>More</b> than \$27,400? _____	
6. How many <b>new</b> jobs will be created, if your business receives the requested grant funding?	
7. How many <b>new</b> jobs will be created earning more than \$27,400 per year, if your business receives the requested grant funding?	
8. How many of your businesses' <b>current</b> positions require more than a high school education/diploma?	
9. How many <b>new jobs created by this grant</b> will require more than a high school education or diploma?	
10. If any new jobs will be created because of this grant, insert the number of each type of position that will be newly created. (Refer to listing of occupations category definitions on page 21.)  _____ Professional    _____ Craft Worker    _____ Sales    _____ Technician _____ Operative    _____ Laborer    _____ Office/Clerical    _____ Service Worker _____ Other: _____	
11. What are the new positions which will be created: _____	
<b>INVESTMENT AND USE OF FUNDS</b>	
12. What is the total project cost/investment?	\$
13. What is the total amount of grant funding being requested in this application?	\$
<b>OPERATIONAL READINESS</b>	
14. Is your business permitted by applicable Miami-Dade County Zoning to operate on the property?	___ Yes ___ No
<b>COMMUNITY BENEFIT</b>	
15. Overall, how will this grant funding benefit the community and residents of the CRA?	

**OCCUPATIONAL CATEGORY DEFINITIONS  
(SECTION 5, QUESTION #10)**

**Professional** – Occupants requiring either college graduation or experience and includes: accountants and auditors, airplane pilots and navigators, architects, artists, chemists, designers, dietitians, editors, engineers, lawyers, librarians, mathematicians, natural scientists, registered professional nurses, professional and labor relations workers, physical scientists, physicians, social scientists, and teachers.

**Technicians** – Occupants requiring a combination of basic scientific knowledge and manual skill which can be obtained through two (2) years of post-high school education including many technical institutions and colleges or through equivalent on the job training. This includes: computer programmers and operators, drafters, engineering and mathematic aides, junior engineers, licensed practical or vocational nurses, photographers, radio operators, scientific assistants, surveyors, technical illustrators, and technicians (medical, dental, electronic physical science).

**Sales** – Occupants engaging wholly or primarily in direct selling. This includes: advertising agenda and sales workers, insurance agents and brokers, real estate agents and brokers, sales workers, demonstrators and retail sales workers and sales clerks, grocery clerks and cashiers and kindred workers.

**Office and Clerical** – Includes all clerical-type work regardless of level of difficulty, where the activities are predominantly non-manual. This includes: bookkeepers, cashiers, bills and accounts collectors, messengers and office helpers, office machine operators, shipping and receiving clerks, stenographers, typists and secretaries, telephone operators, and kindred workers.

**Craft Worker (skilled)** – Manual workers of relatively high-level having a thorough and comprehensive knowledge of the processes involved in their work. Exercise considerable independent judgment and usually receive an extensive period of training. This includes: the building trades, supervisors and lead operators (who are not members of management), mechanic and repairers, skilled machining occupations, compositors and typesetters, electricians, engravers, job setters (metal), motion picture projectionists, pattern and model makers, stationary engineers, and tailors.

**Operatives (semi-skilled)** – Workers who operate machines or other equipment or perform other factory-type duties of intermediate skill level which can be mastered in a few weeks and require only limited training. This includes: apprentices (auto mechanics, plumbers, electricians, machinists, mechanics, building trades, metal working trades, printing trades, etc.), operatives, attendants (auto service and parking) plasterers, chauffeurs, delivery workers, dress makers and sewers (except factory), dryer's furnaces workers, heaters (metal), laundry and dry cleaning, operatives, milliners, laborers, motor operators, pliers and greasers, painters, photographic process workers, boiler tenders, truck and tractor drives, weavers (textile), welders and flame metals workers.

**Laborers (unskilled)** – Workers in manual occupations which generally require no special training to perform elementary duties that may be learned in a few days and require the application of little or no independent judgment. This includes: garage laborers, car washers and greasers, gardeners (except farm) and groundskeepers, stevedores, wood choppers, and laborers performing lifting, digging, mixing, loading and pulling operations.

**Service workers** – Workers in both protective and non-protective service occupations. This includes: attendants (hospital and other institutions, professional and personal service, including nurses' aides and orderlies), barbers, chair workers and cleaners, cooks, counter and fountain workers, elevator operators, firefighters and fire protection guards, door keepers, stewards, janitors, police officers and detectives, porters, waiters and waitresses and kindred workers.

**SECTION 6: BUSINESS/CORPORATE INFORMATION ITEMS**

Please attach copies of the following items to your completed application:

1. Proof that business address falls within the Redevelopment Area. A physical address is required. No P.O. Box as a mailing address is allowed. (See map above on page 3 of this document).
2. Photos which clearly identify the front, back and sides of the business/company.
3. IRS 147C Letter.
4. Current certificate of status from the business/company's filing with SunBiz, showing that the business/company is currently active and is in good standing in the State of Florida.
5. Copy of the Miami-Dade County, Local Business Tax Receipt (Occupational License). Business/Company name on application must match the license. If a license is not required by the County, must provide a written statement from the County Tax Collector's Office (<https://county-taxes.net/fl-miamidade/business-tax>)
6. Proof that the business has been operating for at least two (2) years. (Example: any old License, State Corporations, Sales Tax, or utility bill). Proof must be in the business/company name.
7. Valid Government-Issued Photo ID of the Managing Principal, CEO, or majority owner of the business who is authorized to sign the Grant Application package and empowered to legally enter into contracts.
8. Filed business tax returns for the calendar years 2022 and 2023. Please strikethrough or black-out all social security numbers and other sensitive or private information before submitting the application.
9. Verifiable proof of funds — current business/company bank statement or proof of funds letter from Applicant's banking institution.
10. If the business/company is using additional funds, please supply: 1) an approval letter, 2) other debt funding approval document, 3) funding commitment letter or 4) contract from the source of additional funds.
11. Elected officials and government Board appointees applying for a grant from the CRA, must provide written approval from the County's Commission on Ethics & Public Trust, indicating that no conflict of interest will be created should a CRA grant be awarded to your business/company. See page below for the *Request for Opinion from the Miami-Dade County Commission on Ethics & Public Trust Form*.
12. If applicable, provide Applicant Company's Unique Entity Identifier (UEI). The UEI is a 12-character alphanumeric ID assigned to an entity by SAM.gov. If you do not have a UEI number, one can be obtained free-of-charge at <https://sam.gov/content/home>.

Please note that the Agency may require additional information/documents as a condition of application review and/or grant award.

**Request for Opinion from the Miami-Dade County  
Commission on Ethics & Public Trust**

Acquiring Financial Interest

I, \_\_\_\_\_, (Owner/President Name) the owner or president of  
\_\_\_\_\_(Business Name), whose  
business address is, \_\_\_\_\_ (Address, City, State,  
Zip  
Code)

Are you currently an employee of Miami-Dade County? \_\_\_\_\_Yes \_\_\_\_\_ No

If yes, what Department? \_\_\_\_\_

Do you currently serve on any Miami-Dade County Board(s)? \_\_\_\_\_Yes \_\_\_\_\_ No

If yes, please list: \_\_\_\_\_

Are you an elected official of Miami-Dade County? \_\_\_\_\_Yes \_\_\_\_\_ No

If yes, please list office held: \_\_\_\_\_

I am applying for grant funding through the NW 7th Avenue Community Redevelopment Agency (CRA) and have been asked to request an Opinion or clearance from the Miami-Dade County, Commission on Ethics & Public Trust, on whether this creates a conflict of interest. Please review my request and forward Opinion to:

Neighbors and Neighbors Association  
NW 7th Avenue CRA Grants Coordinator  
5120 NW 24th Avenue  
Miami, FL 33142  
E-mail: [79stcorridor@nanafl.org](mailto:79stcorridor@nanafl.org)

RESOLUTION NO. CRA- 05-2024

RESOLUTION APPROVING THE FISCAL YEAR 2024-2025 BUDGET FOR THE N.W. 79TH STREET CORRIDOR COMMUNITY REDEVELOPMENT AGENCY AND THE N.W. 79TH STREET CORRIDOR COMMUNITY REDEVELOPMENT AREA IN THE TOTAL AMOUNT OF \$13,941,849.00; AND DIRECTING THE EXECUTIVE DIRECTOR OR THE EXECUTIVE DIRECTOR'S DESIGNEE TO SUBMIT THE BUDGET TO MIAMI-DADE COUNTY FOR APPROVAL BY THE MIAMI-DADE BOARD OF COUNTY COMMISSIONERS

**WHEREAS**, the Board of Commissioners ("Board") of the N.W. 79<sup>th</sup> Street Corridor Community Redevelopment Agency ("Agency") desires to approve the annual budget for Fiscal Year 2024-25 budget for the Agency and the N.W. 79<sup>th</sup> Street Corridor Community Redevelopment Area ("area"); and

**WHEREAS**, this Board desires to accomplish the purpose outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE N.W. 79TH STREET COMMUNITY REDEVELOPMENT AGENCY**, that:

**Section 1.** The matters contained in the foregoing recitals are incorporated in this resolution by reference.

**Section 2.** This Board approves the Agency's and the area's Fiscal Year 2024-2025 budget in the total amount of \$13,941,849.00, which is attached hereto as Exhibit 1 and incorporated herein by reference. This Board further directs the Executive Director or the Executive Director's designee to submit the budget to Miami-Dade County for approval by the Miami-Dade County Board of County Commissioners.

The foregoing resolution was offered by \_\_\_\_\_, who moved its adoption. The motion was seconded by \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

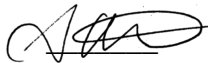
Aaron McKinney, Chairman \_\_\_\_\_  
Dr. Gilbert St. Jean, Vice-Chairman \_\_\_\_\_  
Tanisha Douglas \_\_\_\_\_ Parmalyn Jacob \_\_\_\_\_  
Nadege Vilsaint \_\_\_\_\_

The Chairperson thereupon declared the resolution duly passed and adopted this 30th day of October, 2024.

**N.W. 79<sup>th</sup> STREET COMMUNITY  
REDEVELOPMENT AGENCY AND  
ITS BOARD OF COMMISSIONERS**

By: \_\_\_\_\_  
N.W. 79<sup>th</sup> Street CRA Secretary

Approved by CRA Attorney as  
to form and legal sufficiency.



Terrence A. Smith

**Date:** October 30, 2024

**To:** Chairman Aaron McKinney  
and Members NW 79<sup>th</sup> Street Corridor Board of Commissioners

**From:** Vivian Cao *Vivian Cao*  
Assistant Director, Office of Management and Budget

**Subject:** 2024 Preliminary Tax Roll Values for the NW 79<sup>th</sup> Street Corridor Community  
Redevelopment Area



On July 1, 2024, the Miami-Dade County Property Appraiser released the 2024 Preliminary Tax Roll values. As noted in the table below, the NW 79<sup>th</sup> Street Corridor Community Redevelopment Area (Area) has experienced a healthy growth in taxable values over the 2023 Preliminary Roll. For Fiscal Year 2024-25, the taxable value growth in the original area increased 14.6 percent.

	<b>2023 Roll</b>	<b>2024 Roll</b>	<b>Growth</b>	<b>Percentage Growth</b>
Area	\$924,250,215	\$1,059,284,720	\$135,034,505	14.6 %

The revenue deposited into the NW 79<sup>th</sup> Street Community Redevelopment Agency (Agency) trust fund is calculated on the incremental growth of ad valorem revenues beyond the established base year. As noted in the table below, the base year for the original CRA area is 2011. The increment value is the difference between the base year and current year taxable values.

	<b>Base Year Roll</b>	<b>2024 Roll</b>	<b>Increment Value</b>	<b>Percentage Growth</b>
Area	\$395,158,830	\$1,059,284,720	\$664,125,890	168%

The revenue deposited into the Agency's trust fund is based on the increment value multiplied by the millage rate for each taxing authority required to contribute to the trust fund. In the case of the Agency, both countywide and Unincorporated Municipal Service Area (UMSA) revenues are deposited, which are based on the millage rate adopted by the Miami-Dade County Board of County Commissioners. The revenue deposited into the Agency's trust fund for FY 2023-24 is detailed in the table below. The revenue is based on the FY2024-25 adopted millage rates of 1.9090 for UMSA and 4.5740 for countywide.

	<b>Increment Value</b>	<b>UMSA Revenue</b>	<b>Countywide Revenue</b>	<b>Total Revenue</b>
Area	\$664,125,890	\$1,167,790	\$2,797,159	\$3,964,949

*NW 79<sup>th</sup> Street Corridor  
Community Redevelopment Agency*



**FY 2024-2025**

***BUDGET NARRATIVE***

<https://www8.miamidade.gov/global/government/boards/northwest-79th-street-cra.page>





**NW 79<sup>th</sup> Street Corridor  
Community Redevelopment Agency  
FY 2024-25 Proposed Budget**

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For the current fiscal year (FY) 2024-2025 the CRA will: continue moving forward with growing the TIF by expanding the Area to include up to four additional subareas; engage a firm to update the Redevelopment Plan to include the expanded areas; initiate several grant programs to assist Area businesses and residents with equipment, construction and residential rehab grants; offer relocation grants to businesses desirous of relocating into the CRA; and initialize movement for the Poinciana Industrial development project.

**CRA Commissioners**

The NW 79th Street CRA Commissioners are: Aaron McKinney, Chair; Dr. Gilbert St. Jean, Vice-Chair; Tanisha Douglas; Parmalyn Jacob; and Nadege Vilsaint.

**Revenues**

The Agency's FY 2024-25 budget totals \$13,941,849. The primary revenue source consists of tax increment financing (TIF), which is generated through the incremental growth of ad-valorem revenues beyond an established base year within the CRA Area. For FY 2024-25, revenues include Countywide (\$2,797,159) and Unincorporated Municipal Service Area (\$1,167,790) TIF payments totaling \$3,964,949. Additional revenues of \$315,174 are projected from interest earnings and \$9,661,726 has been carried over from prior fiscal years.

**Expenditures**

Proposed administrative expenditures in FY 2024-25 total \$562,023 and include: direct support from County staff (\$212,549) which covers expenses incurred by the County's Office of Management and Budget relating to coordinating the day-to-day operations of the CRA, including overseeing the CRA's Trust Fund, preparing the annual budget, coordination with the Florida Redevelopment Association for the annual dues payment, scheduling, coordination CRA meetings, retreats, special meetings, preparing meeting agendas, processing invoices and coordinating with County Departments to implement the CRA's initiatives; Executive Director (\$150,000), rent and utilities (\$55,000), procurement/sourcing support (\$30,000), audits and studies (\$25,000), travel and educational seminars (\$10,000), advertising, mail services and notices (\$5,000), printing/publishing (\$5,000), staff office supplies (\$4,000), web-based software services (\$3,000) and clerk and meeting costs (\$3,000). Administrative costs represent 2.18 percent of total funds contemplated to be spent in this budget, excluding the 1.5 percent County Administrative Charge of \$59,474.

Proposed operating expenditures total \$13,379,826 and include the following programming and expenses:

- Land Appraisal/Acquisition/Development/Corridor Improvements/Infrastructure/ Landscaping- \$9,020,826
  - The Board has budgeted funds for the acquisition of property, appraisal, development and/or participation in development activities that may arise within the Redevelopment Area.
  - A corridor improvement initiative has been contemplated for several years. The CRA may provide landscape, greenspace, upgrades to streets, sidewalks, lighting, side streets, sewer and utility lines, and streetscape improvements throughout the CRA area within the right-of-way areas approved by the County/FDOT. Additionally, the CRA may engage the services of a firm to provide a landscape Master Plan for the Area which will facilitate improvements.
- 18<sup>th</sup> Avenue Improvements - \$1,000,000
  - Funding to complete area improvements within the 18<sup>th</sup> Avenue corridor to revitalize existing businesses/infrastructure.
- Business Attraction & Relocation Grant Program - \$1,000,000
  - Grants to attract businesses into the CRA Area to cover approved relocation/construction expenses.
- Revitalization & Rehabilitation Grant Program - \$500,000

- Grants to established businesses for approved interior and exterior improvements into the CRA Area to cover approved construction expenses.
- Residential Rehabilitation Grant Program - \$500,000
  - Grants provided through a leading national nonprofit organization to resident homeowners.
- Business Incubator Partnership - \$250,000
  - Partner with local organizations to help create a Business Incubator target to Area residents and business owners.
- Small Business Technology & Innovation Grant Program - \$250,000
  - Grant funding for approved technology upgrades aimed at enhancing operational efficiency and capacity.
- Contractual Services, Economic Development/Market Analyst - \$190,000  
To cover the administrative & programmatic support costs associated with an economic development/market analyst for the CRA and other approved expenses (sub-contractor, studies, retreat, etc.). The selected firm will provide needed support for the Agency's economic and redevelopment mission as dictated by the Redevelopment Plan and other adopted action plans.
- Contractual Services, Grants Program Administrator - \$175,000  
For the upcoming fiscal year, the CRA will work with the grants administrator to oversee and administer the CRA's grant programs.
- Contractual Services, Job Training Program - \$150,000  
To cover the administrative & programmatic costs associated with building capacity in any other programmatic areas of interest identified by the CRA or creation of a job training program.
- Contractual Services, FON/Expansion and/or Program Assistant - \$100,000  
The CRA may engage the services of a Program Assistant (to administer all programs) and/or Finding of Necessity firm (for new FON, update of Redevelopment Plan, Area expansion studies). May also be used for development of a Master Plan for Poinciana Industrial; support feasibility for a Business Improvement District (BID); and/or conduct charrettes.
- Community Policing/Solid Waste/Code Enforcement - \$100,000  
The CRA may enter into a Memoranda of Understanding with various County departments/local organizations, like the Miami-Dade Police Department - Northside Station, RER, Department of Solid Waste, Miami-Dade County Homeless Trust (or other similar agencies) to provide innovative programs/services. Some of the areas of concern to the local residents and businesses are illegal dumping, unhoused individuals, trash pile up, prostitution and other illegal/licit activities.
- Business Services & Outreach - \$50,000  
Engagement with the community, businesses within the CRA boundaries, potential developers, partners, visitors. Press releases, social media platforms to engage all stakeholders/partners in support of the Area or CRA-sponsored/supported activities; production of media (audio/video) documenting history of the Area. Also can be utilized for publication of reports, documents, etc.
- Legal Services - \$50,000  
Legal services to the CRA are provided by the Miami-Dade County Attorney's Office.
- Printing, Publishing and Social Media - \$25,000  
The CRA may cover the costs related to the engagement of a social media firm, or social media-related uploads, and the printing and/or publishing of CRA documents.
- Professional Development & Conferences - \$15,000  
Board members are encouraged to collaborate and network with state/national colleagues, as well as host economic development/CRA experts for knowledge sharing and skills enhancement which directly benefits the CRA and advances its goals.

- Memberships and State Fees - \$4,000

All CRAs are required by the State of Florida to pay a Special District fee of \$175. Additionally, there is \$1,230 budgeted for membership in the Florida Redevelopment Association (FRA) for the current fiscal year.



**N.W. 79th Street Corridor  
Community Redevelopment Agency**

FY 2024-2025  
Beginning October 1, 2024

	FY 2023-24 Adopted Budget	FY 2023-24 Projected Budget	FY 2024-25 Proposed Budget
<b>REVENUES</b>			
UMSA Tax Increment Revenue (TIR)	964,111	964,111	1,167,790
County-wide Tax Increment Revenue (TIR)	2,310,137	2,310,137	2,797,159
Carryover from Prior Year	6,543,765	6,561,931	9,661,726
Interest Earnings	169,088	315,174	315,174
<b>Revenue Total</b>	<b>9,987,101</b>	<b>10,151,353</b>	<b>13,941,849</b>
<b>EXPENDITURES</b>			
<b>Administrative Expenditures:</b>			
Contractual Services , Web-based Grants program	3,000	3,000	3,000
Contractual Services, Executive Director	-	-	150,000
Rent and Utilities	-	-	55,000
Procurement/Sourcing Support	50,000	-	30,000
Audits & Studies	30,000	16,500	25,000
CRA Support - Staff Office Supplies	4,000	-	4,000
Printing & Publishing	5,000	-	5,000
Clerk & Meeting Costs	3,000	-	3,000
Advertising, Mail Services & Notices	5,000	-	5,000
Travel (includes educational conferences & seminars)	15,000	15,000	10,000
Other Administrative Expenses (Direct County support)	160,000	160,000	212,549
<b>(A) Subtotal Administrative Expenses</b>	<b>275,000</b>	<b>194,500</b>	<b>502,549</b>
County Administrative Fee/Charge at 1.5%	49,114	49,114	59,474
<b>(B) Subtotal Administrative Expenses &amp; County Charge</b>	<b>324,114</b>	<b>243,614</b>	<b>562,023</b>
<b>Operating Expenditures:</b>			
Meeting Room Expenses	3,000	-	-
Professional Develop (Conferences/Trainings/Seminars)	20,000	-	15,000
Memberships & State Fees	4,000	4,000	4,000
Legal Services	40,000	40,000	50,000
Printing, Publishing & Social Media	20,000	-	25,000
Business Services & Outreach	175,000	-	50,000
Contractual Services, Grants Administrator	175,000	87,500	175,000
Contractual Services, Econ Dev/Market Analyst	200,000	114,513	190,000
Contractual Services, FON/Expansion Program Asst.	200,000	-	100,000
Contractual Services, Job Training Program	170,000	-	150,000
Community Policing/Solid Waste/Code Enforcement	100,000	-	100,000
Residential Rehabilitation Grant Program	600,000	-	500,000
Small Business Grant Program	600,000	-	-
Small Business Technology & Innovation Grant Program	-	-	250,000
Revitalization & Rehabilitation Grant Program	-	-	500,000
Business Attraction & Relocation Grant Program	1,000,000	-	1,000,000
Business Incubator Partnership	-	-	250,000
18th Avenue Improvements	-	-	1,000,000
Land Appr/Acquisitions/Streetsca/Housing	6,355,987	-	9,020,826
<b>(C) Subtotal Operating Expenses</b>	<b>9,662,987</b>	<b>246,013</b>	<b>13,379,826</b>
<b>(D) Reserve</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expenditure Total (B+C+D)</b>	<b>9,987,101</b>	<b>489,627</b>	<b>13,941,849</b>
<b>Cash Position (Rev-Exp)</b>	<b>0</b>	<b>9,661,726</b>	<b>0</b>

# NW 79th Street Community Redevelopment Area Actions

## Snapshot

### PROCESS:

The CRA Actions were developed with the CRA Board Members after an extensive discovery phase of existing conditions and a drilldown analysis.

The initial themes were identified and confirmed at the August Board Retreat and a series of projects/actions were subsequently detailed and ranked at the September Board Meeting. These projects will be shared with the community for additional input at a community workshop at the start of 2025.

**22** major initiative

**2** policy change

**5** in depth analysis studies

**4** housing affordability initiatives

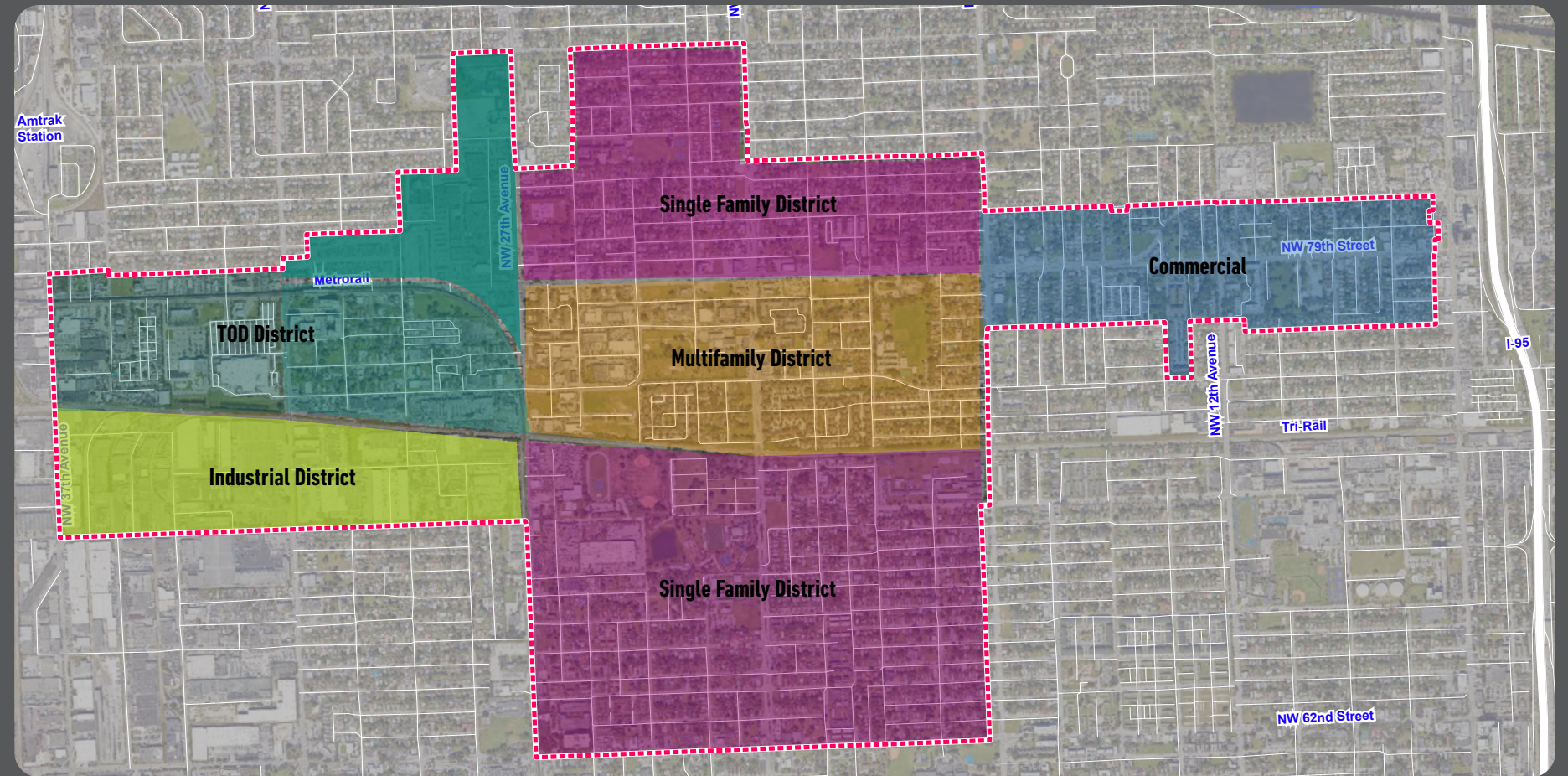
**3** partnerships

**2** activation opportunities on vacant land

**2** opportunities for repositioning

**2** infrastructure projects

**2** environmental improvements



## Priority One Short Term

### Planning Subareas

Focus targeted redevelopment efforts on specific subareas and understand the different needs and opportunities within each area.

### Land Acquisition

Develop land acquisition strategy and acquire land.

### Transit Oriented Development (TOD)

Focus development efforts on the western edge of the district where new development is under construction. Capitalize on retail success from Walmart shopping center.

### Small Business Grants

Continue to support small businesses through grants.

## Priority One Mid Term

### Vacant and Unsafe Structures

Determine a strategy for addressing and purchasing unsafe structures.

### Naturally Occurring Affordable Housing Review

Conduct an affordability review of existing structures with available data sets. Implement plan to preserve affordable housing including repair and rehabilitation.

### Home Ownership

Recommend an approach for affordable home ownership in the corridor and coordinate with the county on their efforts.

### Mixed Income Housing

Recommend mixed-income housing strategies based on the market study.

### Institutional Partners for Workforce

Identify potential institutional partners for workforce development. Facilitate partnerships.

## Priority Two Short Term

### Zoning

Amend the zoning code to promote redevelopment.

### Development Pipeline and Community Benefits

Understanding new developments, identifying desired characteristics, amenities and best sites for new build.

### Historic Preservation

Evaluate creating a historic or heritage district or conservation district to preserve single family neighborhoods.

### Activating Vacant Land

Evaluate the condition of vacant lands and strategies to mitigate and activate with temporary uses.

### Institutional Partners for Healthcare

Identify potential institutional partners for medical and satellite healthcare provider.

## Priority Two Mid Term

### Affordable and Senior Housing

Land bank infill lots in single family residential neighborhoods for senior living and affordable housing.

### Parks and Open Space

Activating Poinciana Park with temporary uses. Identify other opportunities for parks, plazas and connectivity.

### Repositioning Industrial

Converting or repositioning underperforming industrial sites.

### Walkability and Safety

Determine a strategy for enhancing NW 79th Street to improve safety and walkability.

### Water and Sewer

Recommend next steps for water and sewer hook up.

## Priority Three Mid Term

### Commercial Infill

Develop a longer term strategy for commercial on the east.

### Brownfields Remediation

Research brownfields remediation opportunities and coordinate with the county on Poinciana.

### Environmental

Evaluate environmental needs and enhance the natural environment.

2025

2025

2026

2028

2030

# NW 79th Street Community Redevelopment Area Actions

## Planning + Transit Oriented Development

### PRIORITY ONE- Short Term Planning Subareas

Focus targeted redevelopment efforts on specific subareas and understand the different needs and opportunities within each area.

### Land Acquisition

Develop land acquisition strategy and acquire land.

### Transit Oriented Development (TOD)

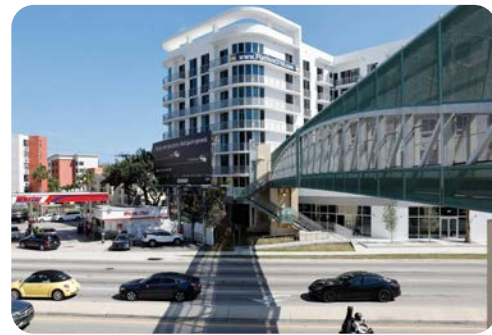
Focus development efforts on the western edge of the district where new development is under construction. Capitalize on retail success from Walmart shopping center.

### PRIORITY TWO-Short Term Zoning

Amend the zoning code to promote redevelopment.

### Development Pipeline and Community Benefits

Understanding new developments, identifying desired characteristics, amenities and best sites for new build.



Grove Station, Coral Gables Station, Douglas Road Station



## Housing + Neighborhoods

### PRIORITY ONE- Mid Term Home Ownership

Recommend an approach for affordable home ownership in the corridor and coordinate with the county on their efforts.

### Mixed Income Housing

Recommend mixed-income housing strategies based on the market study.

### PRIORITY TWO- Mid Term Affordable and Senior Housing

Land bank infill lots in single family residential neighborhoods for senior living and affordable housing.



Kalamazoo, MI Land Bank: On former vacant and blighted land, Prairie Gardens senior cottages, Kalamazoo Land Bank, Western Michigan University and City of Kalamazoo and NSP, mixed income cottages. 24 units on 6-acres fully leased.

## Preservation + Activation

### PRIORITY ONE- Mid Terms

#### Vacant and Unsafe Structures

Determine a strategy for addressing and purchasing unsafe structures.

#### Naturally Occurring Affordable

Housing and Affordability Review  
Conduct an affordability review of existing structures with available data sets. Implement plan to preserve affordable housing including repair and rehabilitation.

### PRIORITY TWO- Short Term

#### Historic Preservation

Evaluate creating a historic or heritage district or conservation district to preserve single family neighborhoods.

#### Activating Vacant Land

Evaluate the condition of vacant lands and strategies to mitigate and activate with temporary uses.



The Kalamazoo County Land Bank manages tax-foreclosed, distressed, and underutilized properties to get them back to active use, back on the tax rolls, and as neighborhood assets.



Northside Shopping Center

## Infill, Industrial + Healthcare

### PRIORITY ONE- Short and Mid Term Small Business Grants

Continue to support small businesses through grants.

#### Institutional Partners for Workforce

Identify potential institutional partners for workforce development. Facilitate partnerships.

### PRIORITY TWO- Short and Mid Term Institutional Partners for Healthcare

Identify potential institutional partners for medical and satellite healthcare provider.

#### Repositioning Retail

Converting or repositioning underperforming industrial sites.

### PRIORITY THREE- Mid Term Commercial Infill

Develop a longer term strategy for commercial on the east.



Atrium Health's, The Pearl, focuses on equitable health outcomes, Charlotte, NC



## Environment + Infrastructure

### PRIORITY ONE

#### Parks and Open Space

Activating Poinciana Park with temporary uses. Identify other opportunities for parks, plazas and connectivity.

### PRIORITY TWO-Mid Term

#### Walkability and Safety

Determine a strategy for enhancing NW 79th Street to improve safety and walkability.

Recommend next steps for water and sewer hook up.

### PRIORITY THREE- Long Term

#### Brownfields Remediation

Research brownfields remediation opportunities and coordinate with the county on Poinciana.

Evaluate environmental needs and enhance the natural environment.