



City of North Miami Beach, Florida
Community Redevelopment Agency (CRA)



Board of Commissioners Meeting
City Council Chambers, 2nd Floor
City Hall, 17011 NE 19th Avenue
North Miami Beach, FL 33162

Thursday, October 27th 2016
6:00 P.M.

CRA Board of Commissioners:

Chairman George Vallejo
Commissioner Anthony DeFillipo
Commissioner Barbara Kramer
Commissioner Marlen Martell
Commissioner Frantz Pierre
Commissioner Phyllis S. Smith
Commissioner Beth E. Spiegel

Staff:

Executive Director Ana M. Garcia
CRA Attorney Jose Smith
Deputy City Manager Candido Sosa-Cruz
CRA Administrator Patrick Brett

AGENDA

-
- 1. Call to Order / Roll Call:**
 - 2. Public Comment:**
 - 3. Approval of Minutes:** Regular CRA Meeting: August 25th, 2016
 - 4. Action Item:**
Motion: 2017 Memorandum of Understanding providing services to the CRA by the City
RAB Recommendation: 5-0 for approval
 - 5. Action Item:**
Motion: 2017 CRA Board Meeting Schedule
RAB took no action on this item as it pertains specifically to the CRA Board
 - 6. Discussion Item:**
Commercial Property Improvement Program (revisions)
RAB Recommendation: Review and approval
 - 7. Discussion Item:**
Wastewater Impact Fee and Connection Fee and Connection Charge Assistance Program (new program)
RAB Recommendation: Review and approval

8. Executive Director's Report

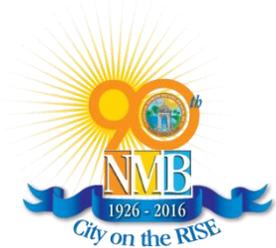
- Pre-construction meeting held on Monday, October 24th, 2016. Construction is imminent.
- Targeted industry attraction scope of services with RMA finalized.

9. Next CRA Board Meeting: December 22nd, 2016

10. Adjournment:



**CITY OF NORTH MIAMI BEACH
COMMUNITY REDEVELOPMENT AGENCY
SEPTEMBER 29, 2016 MEETING MINUTES**



NAME OF BOARD/COUNCIL: COMMUNITY REDEVELOPMENT AGENCY, BOARD OF COMMISSIONERS

NAME OF PERSON PREPARING MINUTES SUMMARY: L. EDMONDSON, PROTOTYPE, INC.

NAMES OF STAFF, AND INVITED GUESTS PRESENT: CRA ADMINISTRATOR PATRICK BRETT, EXECUTIVE DIRECTOR ANA M. GARCIA, CITY ATTORNEY JOSE SMITH, DEPUTY CITY MANAGER CANDIDO SOSA-CRUZ, ASSISTANT CITY ATTORNEY SARAH JOHNSTON; RECORDING SECRETARY LISA EDMONDSON, PROTOTYPE

BOARD MEMBERS: CHAIR GEORGE VALLEJO, COMMISSIONER PHYLLIS SMITH, COMMISSIONER FRANTZ PIERRE, COMMISSIONER BARBARA KRAMER, COMMISSIONER MARLEN MARTELL, COMMISSIONER ANTHONY DeFILLIPO
COMMISSIONER BETH SPIEGEL WAS ABSENT

TYPE OF MEETING: SPECIAL MEETING **DATE:** SEPTEMBER 29, 2016

MINUTES

AGENDA ITEM 1 – Call to Order / Roll Call

Chair Vallejo called the meeting to order at 6:06 p.m. Roll was called and it was noted a quorum was present.

AGENDA ITEM 2 – Public Comment

Chair Vallejo opened public comment. As there were no individuals wishing to speak, the Chair closed public comment and brought the discussion back to the Board.

AGENDA ITEM 3 – Approval of Minutes: Regular Meeting, August 25, 2016

Motion made by Commissioner Kramer, seconded by Commissioner Martell, to approve the minutes of the August 25, 2016 meeting. In a voice vote, the motion passed unanimously (5-0) (Commissioner Pierre had not yet arrived).

Item 6 was moved up on the agenda at the request of the Applicant.

AGENDA ITEM 6 – Action Item

\$2,289 Façade Beautification Program Award for signage at 1911 NE 164th Street.

RAB Recommendation: The RAB voted 6–0 for approval. The applicant is removing the self-storage signage and adding lit channel lettering signage for the law offices.

Mr. Brett explained that the Applicant is requesting a 50% match of the lowest of three bids for improved signage.

Commissioner Smith noted that the purpose of the CRA is to bring in additional tax revenue when there are improvements, asking for clarification how the sign would qualify under CRA rules. It was confirmed by Mr. Brett that under the Beautification Program (set to sunset) the request does currently qualify.

In response to Commissioner Kramer's inquiry, Applicant Victor Dante, confirmed there were no code violations as the building had been recently painted.

Ms. Garcia noted on the record that no CRA dollars are issued if there are any outstanding code violations; updated inspections are done by Code Enforcement to confirm same.

Motion made by Commissioner Smith, seconded by Commissioner DeFillipo, to approve Action Item 6, \$2,289 Façade Beautification Program Award Signage at 1911 NE 164th Street. In a voice vote, the motion passed unanimously 5-0 (Commissioner Pierre had not yet arrived).

AGENDA ITEM 4 – Action Item

Resolution 2016-05: TIF Reservation for Canopies Development located at 1640 NE 164th Street.

RAB Recommendation: Voted 6–0 for approval with the condition that the developer include on their construction signage that the project is receiving CRA incentives.

Motion made by Commissioner Martell, seconded by Commissioner Kramer, to introduce the item for consideration.

Mr. Brett read the resolution into the record. CRA Resolution 2016-05 is a resolution of the Chairman and the Board Members of the North Miami Beach Community Redevelopment Agency approving the reservation of a tax increment recapture incentive for 7R002, LLC and direct staff to negotiate a tax increment recapture incentive agreement with 7R002, LLC for review and approval by the Chairman and Board Members providing for an effective date.

Motion made by Commissioner Martell, seconded by Commissioner Kramer, to approve Resolution 2016-05. In a voice vote, the motion passed unanimously 5-0 (Commissioner Pierre had not yet arrived).

.

AGENDA ITEM 5 – Action Item

\$25,000 Commercial Property Improvement Grant Award for 163rd Street Plaza

RAB Recommendation: Voted 6–0 for approval with the condition that the City have a code officer inspect the property. Mr. Remond inspected the property on September 16th and found no violations.

Motion made by Commissioner Kramer, seconded by Commissioner DeFillipo, to approve Action Item 5, \$25,000 Commercial Property Improvement Grant Award for 163rd Street Plaza. In a voice vote, the motion passed unanimously 5-0 (Commissioner Pierre had not yet arrived).

AGENDA ITEM 7 – Action Item

\$25,000 Commercial Property Improvement Grant Award for Vicky’s Bakery to be located at 1973 NE 163rd Street

RAB Recommendation: Voted 6–0 on September 15th, 2016 for approval for the canopy, lighting, and decking improvements to the property. The RAB recommended denial of the funding request for signage indicating their belief that the cost should be borne by the owner of the business. The Applicant had also requested a sole source on the lighting.

Mr. Brett noted the Applicant was not in attendance.

Ms. Garcia stated that she and Mr. Brett had visited the Applicant’s store in Westchester and the work done there is “amazing”; the Applicant wanting to mirror that store for their location in North Miami Beach.

Commissioner DeFillipo stepped out of chambers during discussion and vote of this item due to a conflict.

It was noted that the Applicant will be renovating the interior, exterior painting, updating the landscaping, and signage -- well over \$100,000 in renovations. Mr. Brett emphasized that through the actions of the City Manager, the business was persuaded to open in North Miami Beach in lieu of North Miami.

Discussion continued regarding possibly allowing a variance to move the outdoor sign; as well as assessing a breakdown of the future improvement costs (omitting the signage), with the Board approving a “blanket” grant up to \$25,000. Commissioner Smith provided an account of the RAB’s discussion in this regard. Mr. Sosa-Cruz confirmed that although the RAB had confirmed 6-0, a last minute change had been requested to remove signage from the application, and adding other improvements including decking, an exterior canopy, etc., providing a list of the estimates without the need to return to the RAB for approval.

Commissioner Smith suggested an amendment requiring the Applicant to come back to the RAB to complete their file specifying line item expenditures of the monies with the matching grant. Motion made by Commissioner Smith which died for lack of second.

Commissioner Smith also noted that although generally there are three bids on an application, in this particular case there are no bids, as there is an understanding the

Applicant will spend much more than requested; further asking that she be provided a copy of the final breakdown of expenditures.

Mr. Brett clarified that three bids had been provided for all improvements with the exception of the lighting.

Commissioner Smith reiterated her sentiment that the motion should be reconsidered with an added requirement that the Applicant return to the RAB to prove how much was spent.

Chairman Vallejo affirmed that the vote on the floor was for approval of a reservation of the \$25,000. Mr. Brett then explained the procedure for disbursement of funds: the Applicant must provide receipts, permits must be closed and approved, and staff inspects the property taking photographic evidence that the improvements were made.

Motion made by Commissioner Martell, seconded by Commissioner Kramer, to approve Action Item 7, \$25,000 Commercial Property Improvement Grant Award for Vicky's Bakery to be located at 1973 NE 163 Street. In a voice vote, the motion passed unanimously (5-0, with Commissioner DeFillipo abstaining due to a conflict, and Commissioner Pierre now in attendance).

AGENDA ITEM 8 – Action Item

RAB Recommendation: The RAB recommends that the CRA Board remove signage as an eligible improvement in the Commercial Property Improvement Grant Program because signage does not improve the property's value and is a routine and expected cost for operating a business.

Mr. Brett reported the RAB had had a lengthy discussion in this regard concluding that signage should be removed as an eligible improvement.

Motion made by Commissioner DeFillipo, seconded by Commissioner Martell, to approve Action Item 8 mirroring the RAB recommendation. In a voice vote, the motion passed unanimously (6-0).

AGENDA ITEM – Discussion Items:

Executive Director's Report

Ms. Garcia reported on the following:

- CRA staff is preparing RFQs and RFPs for the FY17 projects to include marketing, wayfinding signage, street crossing templates, and economic development services.
- CRA staff to attend the Florida Redevelopment Association Annual Conference in Orlando.

AGENDA ITEM 9 – Next CRA Board Meeting: October 27, 2016, at 6:00 p.m.

AGENDA ITEM 10 – Adjournment. As there was no further business to come before the Commission at this time, the meeting was adjourned at 6:36 p.m.

AGENDA ITEM 4

2017 Memorandum of Understanding providing
services to the CRA by the City



City of North Miami Beach, Florida
Community Redevelopment Agency (CRA)



Staff Report 2016-01

Subject: Memorandum of Understanding for City Administrative Services to the CRA for FY17
For: CRA Board Meeting - October 27th, 2016

Background:

The CRA requires administrative services (the “Services”) to operate, and receives such Services from the City. The CRA is permitted to receive these Services under 163.356(3)(c) Florida Statutes and the delegation of powers conferred through an Interlocal Agreement dated October 11th, 2005 between Miami-Dade County, the City of North Miami Beach, and the CRA (the “Interlocal Agreement”) under I-A(8), page 4.

The following City Offices, Departments, and Divisions provide Services to the CRA:

- City Manager’s Office
- City Attorney’s Office
- City Clerk’s Office
- Finance Department
- Human Resources Department
- Community Development Department
- Information Technology Division
- Procurement Division
- Fleet Maintenance

Administrative Services Cost Methodology:

The CRA pays the City for the Services in an amount equal to 20% of the City’s contribution to the Redevelopment Trust Fund, which was budgeted for FY17 at \$602,408, making the 20% cost for administrative services in the amount of \$120,482. This amount is within the threshold permitted in the Interlocal Agreement.

RAB Recommendation:

The RAB at its October 20th meeting unanimously recommended for approval with a 5 – 0 vote that the CRA Board approve the “MEMORANDUM OF UNDERSTANDING

BETWEEN THE NORTH MIAMI BEACH COMMUNITY REDEVELOPMENT AGENCY AND THE CITY OF NORTH MIAMI BEACH REGARDING ADMINISTRATIVE SERVICES” for FY17.

Next Steps:

After a favorable approval by the CRA Board, the Memorandum of Understanding requires approval by the City Council.

Attachment (1)

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE NORTH MIAMI BEACH COMMUNITY REDEVELOPMENT
AGENCY AND THE CITY OF NORTH MIAMI BEACH
REGARDING ADMINISTRATIVE SERVICES**

THIS MEMORANDUM OF UNDERSTANDING is made and entered into as of October 1, 2016, by and between the City of North Miami Beach, Florida (CITY) and the North Miami Beach Community Redevelopment Agency (CRA) relative to administrative services to be provided by the CITY to the CRA.

- 1.) Purpose:
 - a. The purpose of this Memorandum of Understanding is to outline the CITY's procedures and responsibilities in connection with the parties' desire for the CITY to provide certain administrative services to the CRA. The provision of administrative services by the CITY to the CRA will be upon the request of the CRA and will be ongoing as necessary to ensure the continued day to day operations of the CRA.
 - b. The CRA is authorized and agrees to provide funding to cover the cost of such administrative services, in the amount of \$ 120,482, and in furtherance of the powers of the CRA, contained in Chapter 163 Part III, Florida Statutes. Funds have been appropriated in the FY 2016-17 CRA budget, approved by the CRA Board; provided, however, such appropriation and the CRA funding to be provided hereunder is subject to and contingent upon, approval of the FY 2016-17 CRA by the Miami-Dade County Board of County Commissioners.
- 2.) The CRA agrees to contribute the sum of \$120,482 to the CITY toward the costs of such administrative services.
- 3.) The CITY agrees to ensure the intent of this Memorandum of Understanding is carried out by documenting to the CRA the CITY employees assigned to perform the administrative services described herein.
- 4.) The effective term of this Memorandum of Understanding will be from October 1, 2016 through September 30, 2017.

THE PARTIES SPECIFICALLY ACKNOWLEDGE THAT THE FOREGOING SERVICES ARE TO BE PERFORMED EXCLUSIVELY FOR THE BENEFIT OF THE CRA, AND THAT

THE EMPLOYEES ASSIGNED SHALL DEVOTE THEIR SERVICES AS NECESSARY TO THE PERFORMANCE THEREOF.

IN WITNESS WHEREOF, the CITY and CRA have executed this Memorandum of Understanding as of the day and year first above written.

CITY OF NORTH MIAMI BEACH

NORTH MIAMI BEACH COMMUNITY REDEVELOPMENT AGENCY

By: _____
Ana M. Garcia
City Manager

By: _____
Ana M. Garcia
Executive Director

ATTEST:

ATTEST:

By: _____
Pamela L. Latimore
City Clerk

By: _____
Pamela L. Latimore
City Clerk

Approved as to form and legal sufficiency:

Approved as to form and legal sufficiency:

By: _____
Jose Smith
City Attorney

By: _____
Jose Smith
CRA Attorney

North Miami Beach CRA – FY2016-2017 Approved Budget

September 26th, 2016:

City Services and Support Provided to the CRA:

City Manager's Office

City Attorney's Office

City Clerk's Office

Finance Department

Human Resources Department (* Added September 26, 2016 *)

Community Development Department

Information Technology Division

Procurement Division

Fleet Maintenance

Total: \$120,482

AGENDA ITEM 5

CRA Board
Fiscal and Calendar Year 2016-2017
Meeting Schedule



City of North Miami Beach, Florida
Community Redevelopment Agency (CRA)



DRAFT

CRA BOARD MEETINGS

**FISCAL YEAR 2016-2017
REGULAR MEETING SCHEDULE**

The North Miami Beach Community Redevelopment Agency usually meets on the 4th Thursday of every month at 6:00 p.m. in the Council Chambers of the North Miami Beach City Hall, 2nd floor, 17011 NE 19th Ave, North Miami Beach, FL 33162. The meetings are occasionally held at different dates, times, and venues with advance notice provided. Public meeting notices are posted on the City of North Miami Beach website at citynmb.com on the Calendar of Events and on the public notice bulletin board inside North Miami Beach City Hall.

The following are the scheduled meeting dates for Fiscal Year 2016-2017 and calendar year 2017:

October 27th, 2016
November – No Meeting
December 22nd, 2016
January 26th, 2017
February 23rd, 2017
March 23rd, 2017
April 27th, 2017
May 25th, 2017
June 22nd, 2017
July 27th, 2017
August 24th, 2017
September 28th, 2017
October 26th, 2017
November – No Meeting
December 28th, 2017

AGENDA ITEM 6

Commercial Property Improvement Program
(Revisions and Updates)



North Miami Beach Community Redevelopment Agency Commercial Property Improvement Program

I. Purpose

The purpose of the Commercial Property Improvement Program (the “Program”) is to assist applicants within the City of North Miami Beach (the “City”) Redevelopment Area to substantively enhance the visible appearance of privately owned real property. It is the goal of the North Miami Beach Community Redevelopment Agency (the “CRA”) to return properties to their fullest potential through a matching grant. These grants are to assist applicants undertaking substantial renovations and improvements.

II. Eligibility Criteria

- a. Property must be located within the Redevelopment Area.
- b. Commercial or mixed-use primary usage. Residential uses are ineligible.
- c. Privately owned which includes corporations and businesses that pay property taxes.
- d. Current with its property taxes.
- e. Program funding is available.
- f. The structures on the property must be at least five (5) years old. This Program is not designed to assist with recent construction.
- g. No City Code or Building violations, except if the violation is remedied within the comprehensive improvements and renovations. The property is not eligible if the violations are to remain unresolved.

III. Funding Guidelines

The CRA may match on a one-to-one basis up to a maximum of \$25,000 for CRA Board approved eligible expenses. Multiple applications are permitted, but the total awards shall not exceed \$25,000 for any five (5) year period.

IV. Eligible Expenses

Eligible expenses are those reasonable costs associated with undertaking a substantial improvement on a side of a building that faces a right-of-way, interior restaurant conversion, and sprinkler systems. Eligible expenses include design, permitting, labor and materials related to construction or installation of eligible improvements. The following are eligible improvements to be funded under the Program (please note “stand alone” improvements are those that may be funded independent of other eligible improvements that are “not stand alone” may only be funded in conjunction with a “stand alone” improvement or more comprehensive project):

Eligible Improvements (stand-alone)

- ✓ Façade improvements
- ✓ Outdoor building lighting
- ✓ Permanent landscaping to include irrigation systems
- ✓ Permanent, fixed interior improvements to convert the property or bay to a restaurant use
- ✓ Installation of fire suppression or sprinkler system

Eligible Improvements (not stand-alone)

- ✓ Awnings and canopies
- ✓ Impact resistant windows
- ✓ Parking lot improvements
- ✓ ADA compliant improvements
- ✓ Painting and repair
- ✓ Code Compliance and Building Violations as part of a comprehensive improvement

All work must be performed in a first class workmanlike manner in compliance with ordinances and regulations of the City, and must meet all building and other applicable codes.

V. Ineligible Expenses

Ineligible expenses include, but are not limited to:

- signage
- general maintenance and repair
- minor improvements or beautification to a parking lot
- interior repairs or renovations, unless as a conversion plan to a restaurant use
- correction of code violations and ADA compliance except in instances where these expenses are part of eligible improvements
- improvements that the CRA staff deem unsuitable

VI. Application Procedure

Applicants shall follow the steps listed below:

- a. Schedule an appointment with CRA staff to discuss the desired improvements. Please call (305)787-6053 or e-mail nmbcra@citynmb.com.
- b. Compile application materials and submit an application to the CRA. Applications will not be considered until a complete application and all supporting documents are received by the CRA. It is incumbent upon the applicant to ensure that the CRA receives all materials.
- c. The completed application is reviewed by the Redevelopment Advisory Board who may make recommendations. The CRA Board's decision is final.
- d. CRA staff notifies the applicant of the CRA Board decision. Applicants not approved may apply again one year from denial.
- e. Applicant may commence with improvements only after the CRA staff issues a Notice to Proceed.
- f. Applications will contain two quotes from a licensed contractor for an expense being matched by this Program. The CRA Board may waive this requirement.

VII. Reimbursement Procedure

Items completed prior to the CRA Board approval shall not be eligible for reimbursement. Upon completion, the applicant submits a request for payment with supporting documents. Supporting documents include, but are not limited to:

- Copies of invoices and receipts
- Proof of payment, i.e. canceled checks
- Any other documents that enable CRA Staff to determine project completion

Staff reviews the supporting documents and conducts a site inspection. If everything is in order, the CRA will declare the project complete and have issued a check to the applicant for the amount eligible under the parameters of this Program.

VIII. Time Certain Completion

The approved applicant will have 180 days to complete all improvements. Should an applicant need an extension beyond the 180 days, a written request may be submitted to the CRA Executive Director or her designee. The Executive Director or her designee may administratively extend the period by 90 days. The successful applicant can appear before the CRA Board to request a longer extension.

IX. Program Availability

All applicants must receive CRA Board approval before CRA Staff will issue a Notice to Proceed. This Program is subject to availability of funds. There is no waiting list. The Program is offered as first-come-first-served.

X. CRA Executive Director Authority

The CRA Executive Director may modify this Program to:

1. Require additional documentation from the applicant
2. Promote transparency
3. Create and update the Program's application
4. Protect taxpayer money from misuse or potential fraud
5. Improve Program efficiency
6. Convert and transition prior approved applicants to this newer Program

XI. Redevelopment Plan

The authority for this Program is contained in the existing CRA Redevelopment Plan (Section 7, Subsection A, page 2 – Areawide Façade Improvement Program and Section 8, #2, page 3 – Direct Financial Incentives to Stimulate Property Improvements).

This authority for this Program is also contained in the Amended Redevelopment Plan that is being considered by Miami-Dade County government (“Areawide Commercial Improvement Programs”, page 18 and “Direct Financial Incentives to Stimulate Property Improvements” on page 25).

XII. Conflict of Interest

Please refer to the Miami-Dade County Conflict of Interest and Code of Ethics Ordinance, as amended, and any policies that the CRA Board may adopt.

XIII. Caveats

The CRA Board reserves the right at its sole and absolute discretion, reject any and all Program applications, postpone or cancel the Program, or waive any irregularities in the application submitted for funding. The CRA Board reserves the right to request and evaluate additional information from any applicant after the submission deadline as the CRA Board deems necessary.

AGENDA ITEM 7

Wastewater Impact Fee, Connection Fee, and
Connection Charge Assistance Program



Wastewater Impact Fee, Connection Fee, and Connection Charges Assistance Program

Draft Version 2
For CRA Board 27 Oct 2016 Meeting

I. Purpose

Wastewater Impact Fee and Connection Fee and Connection Charges Assistance Program (the “Program”) was designed to improve older commercial properties in the Redevelopment Area that are not tied into the sewer system (the “Wastewater system”). The North Miami Beach Community Redevelopment Agency (the “CRA”) is empowered through the Redevelopment Plan, Community Redevelopment Act, and a delegation of authority by the Miami-Dade County Board of County Commissioners to provide loans or grants to property owners desiring to tie into the Wastewater system. This program was designed to:

- Improve Property Values
- Improve the Public Health by Eliminating Old Septic Systems
- Augment Business Expansion and Attraction Opportunities
- Reduce the Time for Tenants to Attain Business Licenses

II. Eligibility Criteria

The property must:

- a. be within the Redevelopment Area
- b. privately owned which includes corporations and businesses that pay property taxes
- c. commercial usage
- d. mixed-use usage only with CRA Board approval
- e. current with its property taxes
- f. no outstanding or unresolved code enforcement or building violations
- g. the tie-in was completed after this Program was approved by the CRA Board
- h. program funding available
- i. the building being considered must be at least five (5) years old

III. Funding Guidelines

Program was designed to reimburse 50% of the Wastewater Impact Fees, Connection Fees, and Connection Charges for commercial properties.

IV. Applicants

The applicant must complete an application. It is incumbent upon the applicant to ensure that the CRA is in receipt of the application.

V. Process

1. The applicant submits a complete application.
2. The CRA Redevelopment Advisory Board provides a recommendation. They normally meet on the 3rd Thursday of each month at 5:30 PM, 4th Floor of City Hall.
3. The CRA Board considers the application. They normally meet on the 4th Thursday of each month at 6:00 PM, 2nd Floor, Council Chambers of City Hall.

VI. Reservation of Program Funding:

Reservation of Program Funding is Optional:

The applicant can “reserve” Program increments of \$5,000 for a maximum of 120 days by submitting to the CRA a written request and a \$250 reservation fee per increment. The reservation will expire and the reservation fee is forfeited at the start of the 121st day.

Reservation of Program Funding is a CRA administrative process and only requires the CRA Executive Director’s approval. The applicant must receive the CRA Board’s approval before Disbursement (see section VIII below).

VII. Program Availability

All applicants must receive CRA Board approval for this Program. Please see Section V Process above. This Program is subject to availability of funds. There is no waiting list. The Program is offered as first-come-first-served.

VIII. Disbursement

Upon completion, the applicant submits a request for payment with supporting documents. Supporting documents include, but are not limited to:

- City building plumbing permit completion and closure documentation
- Department of Health Abandonment Permit Final
- Program proof of payment

Staff reviews the supporting documents and conducts a site inspection. If everything is in order, the CRA Board may declare the project completed and have issued a check to the applicant for the amount up to the maximum eligible under the parameters of this Program.

IX. CRA Executive Director Authority

The CRA Executive Director may modify this Program to:

- a. Require additional documentation from the applicant
- b. Promote transparency
- c. Create and update the Program’s application
- d. Protect taxpayer money from misuse or potential fraud
- e. Improve Program efficiency

X. Redevelopment Plan

The authority for this Program is contained in the existing CRA Redevelopment Plan (Section 8, Page 15):

3. Sanitary Sewer Installations

There are properties in the Community Redevelopment Area, including both commercial and residential, that do not have connections to the sanitary sewer system. This limits the potential for new development. The Agency may be empowered to pay the cost to extend sanitary sewer lines.

This authority for this Program is also contained in the Amended Redevelopment Plan that is being considered by Miami-Dade County government (“Areawide Programs and Tools”, page 30):

Sanitary Sewer Installations

There are commercial properties in the Redevelopment Area that do not have connections to the sanitary sewer system. This limits the potential for new development. The Agency may pay the cost to extend sanitary sewer lines. The Agency will prepare and adopt guidelines as to the type of eligible costs and the funding ceiling of grants or loans before such incentives are implemented.

XI. CONFLICT OF INTEREST

Please refer to the Miami-Dade County Conflict of Interest and Code of Ethics Ordinance, as amended, and any policies that the CRA Board may adopt.

XII. CAVEATS

The CRA Board reserves the right at its sole and absolute discretion, reject any and all Program applications, postpone or cancel the Program, or waive any irregularities in the application submitted for funding. The CRA Board reserves the right to request and evaluate additional information from any applicant after the submission deadline as the CRA deems necessary.



City of North Miami Beach, Florida
Community Redevelopment Agency (CRA)



MEMORANDUM

TO: CRA Board
FROM: Ana M. Garcia, Executive Director and City Manager
VIA: Candido Sosa-Cruz, Deputy City Manager
Patrick Brett, Administrator
DATE: October 24th, 2016
RE: **Executive Director's Report**

CRA Funded Sewer Line Extension – NE 20th and Alleyway

Miami-Dade County Water and Sewer Department (WASD) held an on-site pre-construction meeting on Monday, October 24th 2016 for the joint CRA – WASD sewer line extension along NE 20th and the alleyway behind Fulford Church. Construction is imminent! City, CRA, County, and contractor staff were present. The property owners and businesses will be notified by WASD. Also, CRA staff will personally visit each business and reach out to the property owners to inform them of the pending sewer installation.

Targeted Industry Contract Attraction

The CRA and Redevelopment Management Associates have agreed to the terms of a scope of service for a contract to assist the CRA and City with the attraction of a targeted industry to the Redevelopment Area, which will be a craft brewer or microbrewery.