



AUDIT AND MANAGEMENT SERVICES DEPARTMENT
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August 5, 2019

Mr. George Gretsas
City Manager
City of Homestead
100 Civic Court
Homestead, FL 33030

**Re: Final Audit Report – Charter County Transportation System Surtax Review –
City of Homestead**

Dear Mr. Gretsas:

Attached is the above-referenced Final Audit Report for the four years ended September 30, 2017. The Office of the Citizens' Independent Transportation Trust (OCITT) will be contacting you to resolve the audit findings.

We appreciate the courtesies and assistance extended to our staff during the audit process. Please contact G. Nancy McKee, Assistant Director, at (786) 469-5900, should you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Cathy Jackson".

Cathy Jackson
Director

CJ:bm

Attachment


c: Javier A. Betancourt, Executive Director, OCITT
Carlos M. Perez, Finance Director, City of Homestead

Memorandum



Date: April 30, 2019 (*Released August 5, 2019*)

To: Javier A. Betancourt, Executive Director
Office of the Citizens' Independent Transportation Trust (OCITT)


Cathy Jackson, Director

From: Cathy Jackson, Director
Audit and Management Services Department (AMS)

Subject: Final Audit Report – Charter County Transportation System Surtax Review –
City of Homestead

PURPOSE AND SCOPE

We performed a review of the City of Homestead's use of Charter County Transportation System Surtax (Surtax) Proceeds remitted by Miami-Dade County (County) for the four years ended September 30, 2017. The primary objective was to ensure that Surtax Proceeds were used in compliance with the *Interlocal Agreement for Distribution, Use and Reporting of Charter County Transit System Surtax Proceeds Levied by Miami-Dade County (Interlocal Agreement)*, executed on July 10, 2007. Additionally, we assessed resolution of prior audit findings referenced in our Report dated September 30, 2014 (Exhibit I).

BACKGROUND

County Ordinance (Ordinance) No. 02-116, enacted on July 9, 2002, imposed a one-half of one percent Surtax on eligible sales transactions for Transportation-related projects. However, at least 20% of the Proceeds received by the County must be distributed to municipalities incorporated as of November 5, 2002, on a pro-rata basis using population statistics (Schedule IV). The Surtax Program is administered by the Citizens' Independent Transportation Trust (CITT), a group comprised of 15 members appointed by the Board of County Commissioners (BCC), County Mayor, and Miami-Dade League of Cities.

Pursuant to the *Interlocal Agreement*, the City of Homestead (City) must annually continue the same level of General Fund support for Transportation projects appropriated in its Fiscal Year (FY) 2002 Budget (Maintenance of Effort), which totaled \$1.2 million (Table I). Surtax monies may be used to develop, construct, equip, maintain, operate, or expand County-wide bus systems, fixed guideway rapid transit systems, roads, and bridges, as well as secure such bonds or pay debt service. Further, the City must apply at least 20% of the Proceeds to Transit-related projects, such as circulator buses, bus shelters, bus pullout bays, or other related infrastructure. *CITT Resolution 09-055*, adopted July 30, 2009, allows for the rollover of unspent Surtax funds for up to five years, provided the City's Five-Year Transportation Plan demonstrates how the funds will be used.

SUMMARY RESULTS

For the four years ended September 30, 2017, the City received \$9.9 million in Surtax Proceeds, earned investment and Trolley rental income of \$191,000, and claimed Transit and Transportation-related expenditures totaling \$16.7 million (Table I).

After adjusting claimed expenditures for the Maintenance of Effort (MOE) and ineligible amounts, the City had \$6.3 million in unspent Surtax Proceeds as of September 30, 2017, of which \$676,000 must be used for Transit projects. However, the *People’s Transportation Plan (PTP) Fund* had only \$741,000 in *Cash and Investments* as of September 30, 2017 (Schedule I), a shortfall of \$5.6 million, primarily due to the disallowed parking garage costs of \$4.6 million (Schedule II). OCITT should consider suspending distribution of Surtax Proceeds until the funding deficiency is addressed.

Table I
Surtax Statistics

Description	Fiscal Year Ended September 30,				All Years
	2014	2015	2016	2017	
Maintenance of Effort	\$ 1,219,161	\$ 1,219,161	\$ 1,219,161	\$ 1,219,161	\$ 4,876,644
Revenues (Schedule I):					
Surtax Proceeds	\$ 2,354,015	\$ 2,519,902	\$ 2,669,792	\$ 2,340,603	\$ 9,884,312
Investment Income	89,100	67,928	29,617	1,684	188,329
Trolley Rentals	-	-	2,075	985	3,060
	<u>\$ 2,443,115</u>	<u>\$ 2,587,830</u>	<u>\$ 2,701,484</u>	<u>\$ 2,343,272</u>	<u>\$ 10,075,701</u>
Claimed Expenditures (Schedule II):					
Transit	\$ 447,554	\$ 546,743	\$ 4,028,996	\$ 1,719,874	\$ 6,743,167
Transportation	2,366,952	3,384,993	2,234,622	1,947,707	9,934,274
	<u>\$ 2,814,506</u>	<u>\$ 3,931,736</u>	<u>\$ 6,263,618</u>	<u>\$ 3,667,581</u>	<u>\$ 16,677,441</u>
Unspent Surtax Proceeds (Schedule III):					
Transit	\$ 877,307	\$ 915,942	\$ 887,040	\$ 675,692	
Transportation	3,433,230	3,351,248	4,501,238	5,646,858	
	<u>\$ 4,310,537</u>	<u>\$ 4,267,190</u>	<u>\$ 5,388,278</u>	<u>\$ 6,322,550</u>	
PTP Fund as of September 30th (Schedule I) :					
Cash and Investments	\$ 3,644,567	\$ 3,926,414	\$ 1,069,146	\$ 741,327	
Fund Balance	<u>\$ 4,149,610</u>	<u>\$ 4,135,012</u>	<u>\$ 1,909,857</u>	<u>\$ 1,039,578</u>	

Source: OCITT, City's Audited Financial Statements and General Ledgers

These and other findings are more fully discussed in the remainder of this Report. Excerpts from the City and OCITT Responses are incorporated herein, and the full text is included as Attachments I and II, respectively. Both entities took exception to AMS’ disallowance of \$4.6 million in costs for the Multimodal Transit Center. Nonetheless, we maintain that the Parking Garage Project will primarily benefit the planned retail development, which would not be eligible for Surtax funding.

Based on our findings (unknown to the CITT Board at the time of OCITT’s management decision) regarding allocating Surtax Proceeds to the Multimodal Center Parking Garage, we recommend

that the matter be forwarded to the CITT and BCC for review. Once the matter has been appropriately vetted and ratified, AMS will make any adjustments required to uphold the decisions of these oversight Boards.

We appreciate the courtesies and assistance extended to our staff during the audit process. Please contact G. Nancy McKee, Assistant Director, at (786) 469-5900, if you have any questions.

FINDINGS AND RECOMMENDATIONS

Multimodal Transit Center

The City is constructing a seven-story parking garage with 1,038 spaces within its new downtown Multimodal Transit Center (Multimodal Center), at an estimated cost of \$33.3 million. The Multimodal Center requires land acquisition, development, and construction of the garage, as well as 30,500 square feet of retail space, a transit ticket area, a Bus/Trolley stop and shelter, and an adjacent open public plaza. The Multimodal Center will provide parking for the larger Homestead Station Project, which will include a “cybrary” education center, an entertainment center with a 10-screen movie theater, restaurants, and 14 bowling lanes. The City intends to link the Multimodal Center with the South Dade Busway for daily use by Transit patrons.

The CITT Board met on December 16, 2015, and gave conditional approval for the use of Surtax funds for the Transit portion of the Multimodal Center, pursuant to *CITT Resolution 15-055*. The Resolution referred to a December 15, 2015 memorandum from the former OCITT Executive Director, which sets forth the following:

- The parking structure will be mixed-use and will service both Transit patrons and patrons accessing the full redevelopment project. The City and the Trust Executive Director will develop a specific allocation for the number of spaces to be used exclusively by the larger project and Surtax funds are not eligible for those spaces. A procedure to ensure that those spaces funded with Surtax funds are available for Transit patrons exclusively shall be developed. It is understood that spaces not used by Transit patrons may be used secondarily by other patrons during off peak, evenings and weekends.
- Property acquired for the project must be directly related to the Multimodal Center and not the larger redevelopment project. The City must follow all applicable laws and procedures in the acquisition of this property.
- Surtax funds are eligible for the Multimodal Center and associated parking. Surtax funds are not eligible for the larger redevelopment project.

Nonetheless, our review disclosed the following:

- On November 30, 2017, the former OCITT Executive Director issued a memorandum to the City, accepting the November 15, 2017 Homestead Station Parking Garage - Parking Study, suggesting 850 of the 1,038 parking spaces be designated for Transit patrons. Some portion of unused spaces could be released hourly, beginning at 11:00 A.M. The City claimed this Memorandum signified CITT approval to allocate 85% of Multimodal Center costs to Surtax monies. Based on the plans for the entire Development, it appears the parking spaces will be used primarily by persons patronizing the adjoining movie theater, bowling lanes, and restaurants (Attachment I, Pages 17-40). Further, procedures to ensure that spaces funded with Surtax Proceeds are exclusively available for Transit Patrons have not been established. Thus, use of Surtax monies for this Project should be revisited.
- The City began acquiring land for construction of the Multimodal Center in FY 2016. On September 24, 2017, the City issued \$31.44 million Taxable Transportation System Revenue Bonds to finance the construction. The City plans to use Surtax monies to fund \$1.4 million (78%) of the annual debt service totaling \$1.8 million, beginning in FY 2018. We are concerned that the City issued the Bonds prior to OCITT formally accepting the allocation methodology proposed for designating the Transit parking spaces. As mentioned previously, our review indicates the Center's parking spaces will primarily benefit the Homestead Station Project's retail establishments, rather than Transit patrons, and should not be eligible for Surtax monies.

As shown in Schedule II, the City claimed \$4.1 million of Multimodal Center land acquisition costs, and \$514,000 of professional fees, during the audit period. Based on our concerns that the Center will primarily be used for retail parking, those costs have been disallowed.

Recommendation

Based on the foregoing, the CITT Board and BCC should assess the merits of allocating Surtax monies to the Multimodal Center.

City's Response

The CITT Board authorized former Executive Director Scurr to determine the percentage of Development Costs that may be paid for with Surtax Funds through its adoption of the CITT Resolution. Former Executive Director Scurr and the City established the 85% Allocation Methodology, and the City has acted on the Methodology.

The Audit Report fails to give due regard for the will of the CITT, as the body entrusted with the oversight of PTP funds, as well as the subject matter experts that have determined that the Transit Spaces to be provided in the Multimodal Station are needed.

OCITT's Response

The representations made by the City in its response reflect an accurate portrayal of the agreements and commitments made by the OCITT to the City, with respect to the City's use of its municipal surtax funds for costs associated with the Homestead Multimodal Station and Parking Facility ("Multimodal Station"). The City relied on these commitments to proceed with the development of the Multimodal Station, which is currently under construction, and would suffer undue harm if those commitments were not to be honored.

The Multimodal Station project will complement and support the South Dade Rapid Transit Corridor – a component of the Strategic Miami Area Rapid Transit (SMART) Plan – which has been officially designated as a priority transportation project by Miami-Dade County. Benefits of the project include the provision of abundant parking for transit patrons, as well as the inclusion of transit-supportive commercial uses that will help to generate transit trips.

The OCITT's agreements and commitments to the City were based on analysis by subject matter experts, and also by a general deference given to municipalities, consistent with the principles of democratic self-governance and home-rule, to best determine the most appropriate use of their surtax funds, so long as they fall within the established parameters and laws governing said use.

Pursuant to these findings, the OCITT agrees with the City that the use of their municipal surtax funds for development of the Multimodal Station is appropriate, and not subject to withholding or recapture of said funds. Consistent with past administrative practices, this determination by the OCITT is final, and requires no further action by the Citizens' Independent Transportation Trust or Board of County Commissioners.

AMS Rejoinder

We reaffirm that the 85% Surtax allocation is excessive, and merits review by both the CITT Board and the BCC. County Department Directors are generally not authorized to approve multi-million dollar contracts without County Mayor and BCC authorization. Similarly, the OCITT Executive Director should not approve an expenditure in excess of \$30 million that obligates Surtax monies without ratification by the CITT and BCC.

Use of Surtax Proceeds

As mentioned previously, the City recorded Surtax-related revenue of \$10.1 million, including investment income and Trolley rentals, for Surtax use, and claimed \$6.7 million and \$9.9 million in Transit and Transportation expenditures, respectively, during the audit period (Schedule II). At least 20% of the Surtax Proceeds, or \$2 million, must be used for Transit-related projects, including the operation of the City’s Trolley system. During April 2017, the City purchased two Trolleys, with Federal and Surtax monies, giving them a total of six. The Trolley system operates daily along two fixed routes, with a third “National Parks” route added on weekends during the winter tourist season. Monthly ridership varied from 7,700 to 16,000 during the audit period, with an average of 11,500 during FY 2017. The 80% Transportation funds were used primarily for Citywide street improvement, paving, and street lighting.

Multimodal Center costs of \$4.6 million were disallowed, because the costs allocated for land acquisition and other related costs appear disproportionately high. After adjusting claimed expenditures for disallowed and MOE costs, Transit and Transportation funds totaling \$676,000 and \$5.6 million, respectively, were unspent and available for carryover as of September 30, 2017 (Schedule III). However, the *PTP Fund* had only \$741,000 in *Cash and Investments* as of September 30, 2017 (Schedule I), a shortfall of \$5.6 million.

Recommendation

The City must address the resulting \$5.6 million cash shortfall in the *PTP Fund* within 90 days.

City’s Response

The City is utilizing Surtax Funds for the payment of the Total Developments Costs, in accordance with the directives of former Executive Director Scurr, and the 85% Allocation Methodology. Expenditures made in accordance with these authorizations should not be disallowed. The City has taken irreversible actions in direct reliance on the approvals and instructions of the CITT and Former Executive Director Scurr, including the issuance of bonds and execution of a contract for the construction of the Multimodal Station.

AMS Rejoinder

As mentioned earlier, it appears that the parking structure will primarily benefit the retail portion of the Homestead Station Project rather than Transit patrons. Therefore, absent the ratification of the OCITT Executive Director’s decisions by the CITT Board and the BCC, we cannot permit use of Surtax monies for the Multimodal Center.

Reporting Requirements

The City submitted required compliance reports, but expenditures presented in Quarterly Reports did not always agree with the General Ledger.

Recommendation

The City should endeavor to submit accurate reports.

City's Response

The City endeavors to provide timely and accurate reports and has addressed those issues with AMS.

AMS Rejoinder

The City did address the timeliness of report submission, and that portion of the finding was removed. However, the City's Quarterly Reports differed significantly from its General Ledgers, and we reaffirm that finding.

CJ:bm

Attachments

- c: Honorable Harvey A. Ruvlin, Clerk of the Courts
- Abigail Price-Williams, County Attorney
- Edward Marquez, Deputy Mayor
- Jennifer Moon, Deputy Mayor/Director, Office of Management and Budget
- George Gretsas, City Manager, City of Homestead

**Charter County Transportation System Surtax Review - City of Homestead
People's Transportation Plan Fund Financial Statements**

Balance Sheets				
Description	As of September 30,			
	2014	2015	2016	2017
Assets:				
Cash and Cash Equivalents	\$ 22,219	\$ 236,552	\$ 94,120	\$ 65,020
Investments	3,622,348	3,689,862	975,026	676,307
Interest Receivable on Investments	11,249	9,863	4,137	3,974
Accounts Receivable, Net	566,074	614,462	885,560	936,440
Prepaid Costs	-	-	-	500
Total Assets	\$ 4,221,890	\$ 4,550,739	\$ 1,958,843	\$ 1,682,241
Liabilities and Fund Balance:				
Accounts Payable and Accrued Liabilities	\$ 72,280	\$ 415,727	\$ 48,986	\$ 194,412
Unearned Revenue	-	-	-	448,251
Total Liabilities	72,280	415,727	48,986	642,663
Nonspendable Fund Balance	-	-	-	500
Restricted Fund Balance	4,149,610	4,135,012	1,909,857	1,039,078
Total Fund Balance	4,149,610	4,135,012	1,909,857	1,039,578
Total Liabilities and Fund Balance	\$ 4,221,890	\$ 4,550,739	\$ 1,958,843	\$ 1,682,241
Statements of Revenues, Expenditures, and Changes in Fund Balance				
Description	For the Fiscal Year Ended September 30,			
	2014	2015	2016	2017
Revenues:				
Surtax Proceeds ²	\$ 2,354,015	\$ 2,519,902	\$ 2,669,792	\$ 2,340,603
Investment Income	89,100	67,928	29,617	1,684
Trolley Rentals	-	-	2,075	985
Total Revenues	2,443,115	2,587,830	2,701,484	2,343,272
Expenditures:				
Public Works	1,200,969	1,085,476	903,116	1,402,855
Capital Outlay	179,997	1,516,952	4,023,523	856,688
Total Expenditures	1,380,966	2,602,428	4,926,639	2,259,543
Excess (Deficiency) of Revenues over Expenditures	1,062,149	(14,598)	(2,225,155)	83,729
Transfer Out (Schedule I-A) ¹	-	-	-	(954,008)
Net Change in Fund Balance	1,062,149	(14,598)	(2,225,155)	(870,279)
Fund Balance, Beginning	3,087,461	4,149,610	4,135,012	1,909,857
Fund Balance, Ending	\$ 4,149,610	\$ 4,135,012	\$ 1,909,857	\$ 1,039,578

Source: City of Homestead Comprehensive Annual Financial Reports and General Ledgers

¹ The City of Homestead transferred this amount to the Multimodal Transit Center Fund for use in developing a park-and-ride garage.

² Amounts differ from those on Schedule IV due to timing differences.

These Financial Statements are not complete without the accompanying Independent Auditors' Reports and Notes.

**Charter County Transportation System Surtax Review - City of Homestead
Multimodal Transit Center Fund Financial Statements**

Balance Sheet, September 30, 2017	
Description	Amount
Restricted Assets:	
Cash and Cash Equivalents	\$ 972,967
Investments	30,888,570
Total Assets	<u>\$ 31,861,537</u>
Liabilities and Fund Balance:	
Due to Other Funds	\$ 3,513,723
Restricted Fund Balance	28,347,814
Total Liabilities and Fund Balance	<u>\$ 31,861,537</u>
Statement of Revenues, Expenditures, and Change in Fund Balance	
For the Fiscal Year Ended September 30, 2017	
Description	Amount
Revenues:	
Interest Income	\$ 12,204
Expenditures:	
Capital Outlay	3,513,723
Debt Service	544,675
Total Expenditures	<u>4,058,398</u>
Deficiency of Revenues over Expenditures	(4,046,194)
Taxable Transportation System Revenue Bonds Issued	31,440,000
Transfer In (Schedule I)	954,008
Fund Balance	<u>\$ 28,347,814</u>

Source: City of Homestead Comprehensive Annual Financial Report

These Financial Statements are not complete without the accompanying Independent Auditors' Reports and Notes.

**Charter County Transportation System Surtax - City of Homestead
Claimed Surtax Expenditures, as Adjusted**

Description	Fiscal Year Ended September 30,					All Years
	2014	2015	2016	2017		
Transit Expenditures:						
Multimodal Transit Center Land Acquisition ¹	\$ -	\$ -	\$3,359,416	\$ 711,616	\$4,071,032	
Trolley Operations and Maintenance	348,430	398,305	507,145	539,646	1,793,526	
Multimodal Transit Center Professional Services ¹	-	81,398	104,645	327,804	513,847	
Diesel Fuel	52,052	44,580	44,715	46,797	188,144	
Trolley Purchase, net of Grant Proceeds	-	-	-	76,184	76,184	
Trolley Signage and Supplies	16,745	11,484	7,054	6,252	41,535	
Liability Insurance	11,119	10,783	6,021	11,575	39,498	
Marketing	19,208	193	-	-	19,401	
Total Claimed	447,554	546,743	4,028,996	1,719,874	6,743,167	
Less - Disallowed Multimodal Transit Center Costs ¹	-	(81,398)	(3,464,061)	(1,039,420)	(4,584,879)	
Total Transit Expenditures, as Adjusted	\$ 447,554	\$ 465,345	\$ 564,935	\$ 680,454	\$2,158,288	
Transportation Expenditures:						
Paving	\$ 91,544	\$1,404,504	\$ 567,632	\$ -	\$2,063,680	
Street Maintenance Salaries and Fringe Benefits	226,682	221,678	217,008	228,939	894,307	
Surveying and Engineering Costs	280,634	359,306	49,199	86,126	775,265	
Land Acquisition	197,435	-	-	139,500	336,935	
Contract Services	115,774	46,400	45,998	45,998	254,170	
Administrative Costs	13,743	17,547	17,806	39,106	88,202	
Construction Materials	7,600	6,250	-	-	13,850	
County Transit System Surtax Fund Expenditures	933,412	2,055,685	897,643	539,669	4,426,409	
Additional General Fund Expenditures:						
Street Lighting Utilities	697,686	695,809	695,337	684,800	2,773,632	
Street Maintenance and Construction	358,382	286,837	315,720	392,814	1,353,753	
Public Works Salaries and Fringe Benefits	233,638	234,995	228,685	231,686	929,004	
Repair and Support Services	143,834	111,667	97,237	98,738	451,476	
Total Transportation Expenditures	1,433,540	1,329,308	1,336,979	1,408,038	5,507,865	
	\$2,366,952	\$3,384,993	\$2,234,622	\$1,947,707	\$9,934,274	

Source: City of Homestead General Ledgers and Accounting Records

¹ Multimodal Transit Center expenditures, including land acquisition and professional services, are disallowed because the allocation of costs eligible for Surtax has not been determined by the Citizens' Independent Transportation Trust.

**Charter County Transportation System Surtax Review - City of Homestead
Surtax Proceeds Usage Analysis**

Description	Fiscal Year Ended September 30,				All Years
	2014	2015	2016	2017	
Revenues: (Schedule I)					
Surtax Proceeds	\$ 2,354,015	\$ 2,519,902	\$ 2,669,792	\$ 2,340,603	\$ 9,884,312
Investment Income	89,100	67,928	29,617	1,684	188,329
Trolley Rentals	-	-	2,075	985	3,060
Total Revenues	\$ 2,443,115	\$ 2,587,830	\$ 2,701,484	\$ 2,343,272	\$ 10,075,701
Surtax Uses:					
Eligible Transit Expenditures (Schedule II)	\$ 447,554	\$ 465,345	\$ 564,935	\$ 680,454	\$ 2,158,288
Eligible Transportation Expenditures (Schedule II)	\$ 2,366,952	\$ 3,384,993	\$ 2,234,622	\$ 1,947,707	\$ 9,934,274
Less Maintenance of Effort (Table I)	(1,219,161)	(1,219,161)	(1,219,161)	(1,219,161)	(4,876,644)
Expenditures Available For Surtax Use	\$ 1,147,791	\$ 2,165,832	\$ 1,015,461	\$ 728,546	\$ 5,057,630
AMS Analysis:					
Transit-Related Expenditures:					
Expenditures Available for Surtax Use	\$ 447,554	\$ 465,345	\$ 564,935	\$ 680,454	\$ 2,158,288
Less 20% Minimum Amount ¹	(470,803)	(503,980)	(533,958)	(468,121)	(1,976,862)
Less Trolley Rentals	-	-	(2,075)	(985)	(3,060)
(Increase) Decrease in Rollover Amounts	\$ (23,249)	\$ (38,635)	\$ 28,902	\$ 211,348	\$ 178,366
Analysis of Unspent Rollover:					
Beginning Balance ²	\$ 854,058	\$ 877,307	\$ 915,942	\$ 887,040	\$ 854,058
Increase (Decrease) In Unspent Amounts	23,249	38,635	(28,902)	(211,348)	(178,366)
Remaining Unspent Amount	\$ 877,307	\$ 915,942	\$ 887,040	\$ 675,692	\$ 675,692
Transportation-Related Expenditures:					
Expenditures Available for Surtax Use	\$ 1,147,791	\$ 2,165,832	\$ 1,015,461	\$ 728,546	\$ 5,057,630
Less Remaining 80% Amount ¹	(1,883,212)	(2,015,922)	(2,135,834)	(1,872,482)	(7,907,450)
Less Interest Income	(89,100)	(67,928)	(29,617)	(1,684)	(188,329)
(Increase) Decrease in Rollover Amounts	\$ (824,521)	\$ 81,982	\$ (1,149,990)	\$ (1,145,620)	\$ (3,038,149)
Analysis of Unspent Rollover:					
Beginning Balance ²	\$ 2,608,709	\$ 3,433,230	\$ 3,351,248	\$ 4,501,238	\$ 2,608,709
Increase (Decrease) In Unspent Amounts	824,521	(81,982)	1,149,990	1,145,620	3,038,149
Remaining Unspent Amount	\$ 3,433,230	\$ 3,351,248	\$ 4,501,238	\$ 5,646,858	\$ 5,646,858

¹ At least 20% of the Surtax Proceeds must be used on Transit-related projects, such as circulator buses, and the remaining funds (80%) are earmarked for eligible Transportation projects.

² Per the September 30, 2014 Audit Report.

**Charter County Transportation System Surtax Review
Summary of Payments to Municipalities**

Municipality	Prior to Fiscal Year 2013	Fiscal Year Ended September 30,					All Years
		2013	2014	2015	2016	2017	
City of Miami ¹	\$ 116,849,163	\$ 14,564,114	\$ 15,424,405	\$ 16,414,208	\$ 16,889,133	\$ 16,523,990	\$ 196,665,013
City of Hialeah	68,960,371	8,118,432	8,457,199	8,983,772	9,243,159	9,346,775	113,109,708
City of Miami Beach	27,484,782	3,166,271	3,351,080	3,552,358	3,670,335	3,678,499	44,903,325
City of North Miami	17,943,986	2,107,503	2,212,494	2,328,969	2,454,241	2,473,804	29,520,997
City of Miami Gardens ²	10,352,937	3,837,951	3,985,238	4,199,539	4,336,722	4,409,954	31,122,341
City of Homestead	13,789,737	2,204,159	2,354,015	2,519,902	2,669,792	2,788,854	26,326,459
City of Coral Gables	13,391,235	1,685,507	1,781,041	1,897,394	1,955,854	1,981,236	22,692,267
City of North Miami Beach	12,435,165	1,493,737	1,566,354	1,659,574	1,733,203	1,746,039	20,634,072
City of Aventura	8,891,581	1,280,248	1,385,071	1,436,028	1,494,036	1,502,980	15,989,944
Town of Miami Lakes ¹	7,766,182	1,052,533	1,095,293	1,172,205	1,209,319	1,211,635	13,507,167
City of Doral ²	3,642,653	1,667,049	1,767,800	1,925,900	2,120,606	2,232,433	13,356,441
Village of Palmetto Bay	7,423,535	841,373	879,379	930,008	952,951	956,304	11,983,550
Town of Cutler Bay ^{2,3}	3,886,873	1,453,608	1,541,361	1,643,660	1,721,858	1,769,140	12,016,500
City of Hialeah Gardens	6,178,662	780,808	816,410	859,975	904,713	922,372	10,462,940
City of Sunny Isles Beach	5,376,896	752,852	795,768	834,090	869,990	866,019	9,495,615
Village of Pinecrest ⁴	5,225,789	1,205,816	686,122	723,235	737,876	738,316	9,317,154
City of Opa-locka ⁶	4,640,264	552,018	580,600	556,122	90,323	195,000	6,614,327
City of Miami Springs	4,113,990	496,146	522,095	550,052	562,418	565,087	6,809,788
City of Sweetwater ¹	4,077,699	390,842	326,534	275,281	273,778	133,332	5,477,466
City of South Miami	3,280,419	443,069	504,946	538,750	546,219	547,720	5,861,123
Village of Key Biscayne	3,415,345	443,069	461,282	489,679	502,197	508,734	5,820,306
Miami Shores Village	3,145,976	368,810	384,663	408,970	419,557	420,697	5,148,673
City of Florida City	2,794,031	419,450	440,752	477,906	498,385	504,443	5,134,967
North Bay Village	1,965,557	263,374	279,848	299,797	314,789	328,007	3,451,372
City of West Miami	1,770,807	214,600	224,057	235,786	241,053	241,373	2,927,676
Town of Surfside	1,666,675	206,033	214,832	226,558	229,428	228,739	2,772,265
Town of Bay Harbor Islands	1,566,561	201,912	214,053	227,105	231,953	222,682	2,664,266
Village of Biscayne Park	994,312	110,094	115,264	122,506	125,900	126,220	1,594,296
Bal Harbour Village	948,405	89,667	110,690	113,983	114,472	111,421	1,488,638
Village of Virginia Gardens	704,328	85,654	89,044	94,354	96,229	96,903	1,166,512
Village of El Portal ⁵	751,852	83,900	87,815	88,880	6,467	174,873	1,193,787
Town of Medley	333,660	29,889	31,913	33,823	34,442	33,529	497,256
Town of Golden Beach ¹	262,985	33,042	34,366	35,427	36,766	37,221	439,807
Indian Creek Village ⁷	3,604	-	-	-	-	-	3,604
	\$ 366,036,017	\$ 50,643,530	\$ 52,721,784	\$ 55,855,796	\$ 57,288,164	\$ 57,624,331	\$ 640,169,622

Source: Office of the Citizens' Independent Transportation Trust (OCITT) and the County's Financial Accounting Management Information System

¹ Amounts are net of withholdings of \$76,553 from the Town of Miami Lakes, \$1.4 million from the City of Sweetwater, \$21,058 from the Town of Golden Beach, and \$1.4 million from the City of Miami, due to specific instances of noncompliance.

² Pursuant to the respective Interlocal and/or Settlement Agreements, these Municipalities, which were incorporated after November 2002, are receiving a share of the County's Surtax Proceeds consistent with the other Municipal distributions.

³ As per OCITT, Municipality received \$3,000 in excess of amounts due for Fiscal Year (FY) 2012, which was corrected in FY 2013.

⁴ In FY 2009, \$551,589 was returned by the Village of Pinecrest for their unspent Transit portion of funding as of September 30, 2007. In FY 2013, OCITT returned the monies to the Village.

⁵ Amount in FY 2016 is net of \$84,069 withheld due to instances of noncompliance, which was returned in FY 2017 by OCITT.

⁶ A total of \$1.2 million is being withheld from the City of Opa-locka due to instances of noncompliance. In addition, starting with FY 2017, the payments recorded herein include amounts that may have been due from a prior fiscal year.

⁷ A total of \$29,097 has been withheld from Indian Creek Village, at their request, since FY 2007.

Charter County Transportation System Surtax Review – City of Homestead
 Status of Prior Audit Findings¹

Finding	Recommendation	Auditee Response	Current Status
<p>Use of Surtax Proceeds</p> <p>The City of Homestead (City) failed to claim \$6.1 million of eligible costs that it had used in the past to satisfy the Maintenance of Effort (MOE), and also claimed ineligible expenses totaling \$705,000.</p>	<p>Prospectively, City staff should ensure that all eligible costs are claimed and accurately reported.</p>	<p>Noted.</p>	<p><u>Resolved</u></p>
<p>Trolley Operator</p> <p>The City accessed the City of Doral’s contract to hire its Trolley vendor. That vendor charged the City hourly rates that were higher than most other municipalities.</p>	<p>Request competitive bidding for Trolley operations, or access a lower-cost contract.</p>	<p>The City plans to put the contract out for a formal competitive bid.</p>	<p><u>Resolved</u></p>
<p>Rollover of Unused Funds</p> <p>As of September 30, 2013, Surtax Proceeds available for carryover were \$3.5 million. According to the City’s most recent Five-Year Transportation Plan, unspent Transit dollars will be used to operate the expanded Trolley System, estimated to cost \$3.1 million over the next five years. Future Transportation expenditures of \$9.5 million included \$6.1 million designated for road improvements, with no specific locations or projects.</p>	<p>The City should submit a more definitive Five-Year Transportation Plan, specifying how rollover monies will be used. More importantly, the City should more diligently monitor unspent funds to minimize the risk of recapture.</p>	<p>The City’s Fiscal Year 2015 Five-Year Plan contained projects that agreed to the City’s budget documents.</p>	<p><u>Unresolved</u></p> <p>While the Five-Year Plans contain specific projects to reduce unspent funds, the majority of planned costs (\$1.4 million annually) are for debt service relating to the City’s Multimodal Center, which may not be an eligible use of Surtax Proceeds. See Pages 3-4 of the Audit Report.</p>

¹ For the full text, see the September 30, 2014 Audit Report and the Response dated August 26, 2015.



WEISS SEROTA HELFMAN
COLE & BIERMAN

AT THE CROSSROADS OF BUSINESS, GOVERNMENT & THE LAW

MATTHEW J. PEARL, PARTNER
mpearl@wsh-law.com

March 25, 2019

Ms. Cathy Jackson, Director
Audit and Management Services
Department
Miami-Dade County, Florida
701 NW 1st Court, Suite 8-175
Miami, Florida 33136

Re: City of Homestead Response to Draft Audit Report - County Transportation System
Surtax Review

Dear Ms. Jackson:

The City of Homestead (the "City") is in receipt of the February 13, 2019 Office of Audit and Management Services ("OAMS") draft audit report (the "Audit Report") presented to Javier Betancourt, Executive Director of the Office of the Citizens' Independent Transportation Trust ("OCITT"), regarding the City expenditure of its allocation of Charter County Transportation System Surtax Proceeds ("Surtax Funds"). The Audit Report covers a four-year period concluding September 30, 2017, and finds that there is a shortfall of \$5.6 million in the People's Transportation Plan ("PTP") Fund as of September 30, 2017. This shortfall is a result of your disallowance of City expenditures related to the development of the Homestead Multimodal Station and Parking Facility (the "Multimodal Station") due to the OAMS disagreement with the previous determinations of the OCITT that there is a need for 850 parking spaces to service transit patrons ("Transit Spaces").

This letter serves as the City response to the Audit Report.

I. Background

Over the past five years, the City has undertaken an effort to revitalize its historic downtown and provide its residents with easier access to public transportation within Miami Dade County. The central component of this effort is the development of the City's Multimodal Station. The Multimodal Station is intended to encourage the use of the County's South Dade Busway and future Bus Rapid Transit system ("BRT") as well as the City's local trolley system. Given transit benefits of the Multimodal Station, the City identified Surtax Funds as an ideal funding source for the project's development.

The City sought the confirmation of Citizens Independent Transportation Trust ("CITT") that payment of the costs associated with the development of the Multimodal Station (the "Development Costs") were an appropriate use of Surtax Funds. On December 15, 2015, the

board of the CITT adopted Resolution No. 15-055 (the "CITT Resolution"¹) approving the use of the Surtax Funds for the Multimodal Station subject to certain understandings and restrictions described in the attached memorandum (the "December 2015 Memo")². The December 2015 Memo, authored by former Executive Director Scurr, authorized the use of Surtax Funds for the transit component of the Multimodal Station, including the bonding of current and future Surtax funds and approved a special exception to allow the use of Surtax rollover funds beyond the allowable 5 year rollover period.

The December 2015 Memo recommended the use of Surtax Funds to pay for transit and transportation related expenditures associated with the development of the Multimodal Station. The December 2015 Memo, further acknowledges that the parking structure will be mixed-use and will service *both* transit patrons and patrons accessing the full redevelopment project. The December 2015 Memo specifically authorizes the Executive Director to work with the City to develop a specific allocation for the number of spaces to be used exclusively by the larger redevelopment project (non-transit spaces) and provides that Surtax funds are not eligible to fund those spaces.

In accordance with the authority granted in the CITT Resolution and December 2015 Memo, former Executive Director Scurr worked with the City to determine the appropriate percentage of the Development Costs that could be paid for using Surtax Funds. The Executive Director and City agreed that eighty-five percent (85%) of Development Costs may be paid for with Surtax Funds (the "85% Allocation Methodology").

On November 30, 2017, former Executive Director Scurr wrote a letter (the "November 2017 Letter")³ acknowledging the receipt of and accepting the findings of the Homestead Station Parking Garage Study prepared by The Corradino Group, Inc. dated November 14, 2017 (the "Parking Study")⁴. Former Executive Director Scurr specifically accepted attachment C of the Parking Study, which outlines a schedule for the release of unused parking spaces and that all 850 spaces to be funded with Surtax Funds are for transit purposes and are eligible for release for non-transit use only if they are not being used for transit (the "Transit Parking Schedule")⁵. The City is actively working with the Multimodal Station manager to implement the mechanisms necessary to ensure compliance with the Transit Parking Schedule upon its opening.

At the request of the City, a meeting was held in the office of OAMS on March, 19, 2019, between you and representatives of the City in order to clarify the reasons behind the Audit Report findings and recommendations (the "Clarification Meeting"). In anticipation of the Clarification Meeting, City staff compiled documentation demonstrating that the City had acted in accordance with the CITT Resolution and former Executive Director Scurr's approvals and directions in the expenditure of Surtax Funds. During the Clarification Meeting, you stated that OAMS did not find that the City expended money in a manner that was inconsistent with the approval of the CITT. Instead, you stated that the disallowance of expenditures related to the development of the Multimodal Center is based on your professional opinion that there is no need for 850 Transit Spaces (the "Auditor's Opinion"). At no time, before, during or after the Clarification Meeting has the OAMS provided the City with any documentation supporting the Auditor's Opinion.

¹ Resolution 15-055 is attached hereto as Exhibit A.

² A copy of the December 2015 Memo is attached hereto as Exhibit B.

³ A copy of the November 2017 Letter is attached hereto as Exhibit C.

⁴ A copy of the Parking Study is attached hereto as Exhibit D.

⁵ A copy of the approved Transit Parking Schedule is attached hereto as Exhibit E.

II. **Audit Report Summary.** The Audit Report contains three recommendations. The first recommendation states that a methodology must be determined for the apportionment of Multimodal Station development costs that may be paid for with Surtax Funds and that the methodology should be recommended by the County Attorney and approved by the Board of County Commissioners (the "BCC") ("Recommendation 1"). The second recommendation states that the City must take action to address a shortfall in the PTP fund resulting from the disallowance of costs incurred in the acquisition of property (and other related costs) for the Multimodal Station that were deemed to be "disproportionately high" ("Recommendation 2"). The third recommendation states that the City should endeavor to submit timely and accurate reports ("Recommendation 3").

III. Response Summary

- i. Recommendation 1. The CITT board authorized former Executive Director Scurr to determine the percentage of Development Costs that may be paid for with Surtax Funds through its adoption of the CITT Resolution. Former Executive Director Scurr established, the County Attorney recognized and the City has acted in accordance with the 85% Allocation Methodology.

The Audit Report fails to give due regard for the will of the CITT as the body entrusted with the oversight of PTP funds as well as the subject matter experts that have determined that the Transit Spaces to be provided in the Multimodal Station are needed.

- ii. Recommendation 2. The City is utilizing Surtax Funds for the payment of the total Developments Costs in accordance with the directives of former Executive Director Scurr, and the 85% Allocation Methodology. Expenditures made in accordance with these authorizations should not be disallowed. The City has taken irreversible actions in direct reliance on the approvals and instructions of the CITT and Former Executive Director Scurr including the issuance of bonds and execution of a contract for the construction of the Multimodal Station.

The Auditor's Opinion may not align with the determination of the former Executive Scurr and professional engineer employed by Corradino Group, Inc. regarding the need for the Transit Spaces. However, it is unconscionable that the OAMS attempt to disallow City expenditures of Surtax Funds made in accordance with, and in reliance on, the prior approval of the CITT and former Executive Director Scurr. If the City expenditure of Surtax Funds is ultimately disallowed based on the subjective opinion of the OAMS on the number of necessary Transit Spaces, the City would suffer significant economic damages and litigation will certainly ensue.

- iii. Recommendation 3. The City endeavors to provide timely and accurate reports and has addressed these issues via email correspondence with Assistant Director Nancy McKee.

IV. Audit Recommendation 1. "The CITT should obtain a legal opinion from the County Attorney's Office, and authorization from the BCC, regarding the methodology to be used in determining the Transit allocation of allowable Multimodal costs. The allocation methodology should be applied to all future Multimodal Center debt service costs."

i. **Response to Audit Recommendation 1.** In accordance with CITT Resolution, the OCITT Executive Director was authorized to determine which costs associated with the development of the Multimodal Station may be paid for with surtax funds. Within this authority, former Executive Director Scurr established the 85% Allocation Methodology. The office of the County Attorney supports the 85% Allocation Methodology. There is no requirement nor legislative mandate that BCC approval of the cost apportionment methodology is necessary.

It appears that Recommendation 1 is predicated on the findings contained in the preceding paragraphs of the Audit Report. The City's response to these findings is enumerated below.

a. Response to Findings

Findings. "[t]here has been no CITT approval regarding the specific allocation of Transit-related costs, and it appears that the parking structure will primarily benefit the retail portion of the Homestead Station Project rather than the Transit patrons."

The above finding contains two separate conclusions (1) "there has been no CITT approval regarding the specific allocation of transit related costs", and (2) "it appears that the parking structure will primarily benefit the retail portion of the Homestead Station Project rather than transit patron."

Neither of the conclusions in this finding accurately reflect the understanding between the CITT and the City.

i. **Finding 1.** "However, there has been no CITT approval regarding the specific allocation of Transit-related costs..."

Finding 1 Response: In accordance with the authority granted under the CITT Resolution and December 2015 Memo, former Executive Director Scurr established the 85% Allocation Methodology. The Audit Report fails to explain why the process under which the 85% Allocation Methodology was established is insufficient and why any additional action is required.

Explanation. Through the adoption of the CITT Resolution, the CITT unanimously authorized the use of Surtax Funds for the transit component of the Multimodal Station. The CITT Resolution states in pertinent part as follows:

"this Trust authorizes the use of Homestead municipal surtax funds, subject to certain understandings and restrictions as described in the attached memorandum, for the transit component of the Downtown Multi-modal Transportation Project including the bonding of current and future funds and approves a special exception to allow the use of surtax rollover funds by the City of Homestead for the project."

The "attached memorandum" referenced in the CITT Resolution is the December 2015 Memo. The December 2015 Memo expressly authorizes the Trust Executive Director to work with the City to develop a methodology for determining which costs associated with the development of the Multimodal Station may be paid for with Surtax Funds, stating as follows:

"The City and Trust Executive Director will develop a specific allocation for the number of spaces to be used exclusively by the larger project and surtax funds are not eligible for those spaces."

In accordance with the authority granted under the CITT Resolution, former Executive Director Scurr established the 85% Allocation Methodology. Former Executive Director Scurr's adoption of the 85% Allocation Methodology is evidenced by his correspondence with City staff and Counsel. On March 22, 2017, Gail Serota of the City Attorney's Office emailed former Executive Director Scurr provisions of the City's Ground Lease with the Multimodal Station operator, which specifically reserved 85% of parking spaces for transit patrons. Former Executive Director Scurr responded via email on March 31, 2017 stating:

"Sections 9.1-9.3 appear to be consistent with the action of the CITT and there is no objection. It should be noted that the lease should include a provision concerning revenues generated from the transit spaces per the December 16, 2015 action of the Trust: "Any funds generated from the surtax funded portion of the project (i.e. parking revenues, etc.) shall be used for project or for other transit related purposes. They shall not be used for the larger development project."⁶

Section 9.2 of the Ground Lease, approved by former Executive Director Scurr in his March 31, 2017 email, stated in pertinent part that "[t]enant expressly agrees to initially designate 85% of spaces in the Garage for parking by users of public transit services ("Transit Spaces")."

ii. **Finding 2.** "[i]t appears that the parking structure will primarily benefit the retail portion of the Homestead Station Project rather than the Transit patrons."

Finding 2 Response: Finding 2 is based solely on the Auditor's Opinion. The Audit Report fails to include any support for the Auditor's Opinion or Finding 2. The Auditors Opinion is inconsistent with the determinations made by former Executive Director Scurr and the professional engineers at The Corradino Group, Inc. In addition, Finding 2 ignores the safeguards agreed upon by former Executive Director Scurr and the City to assure that the primary function of the Multimodal Station is to provide parking spaces to transit patrons.

Explanation. In the November 2017 Letter, former Executive Director Scurr expressly accepted the Transit Parking Schedule set forth in the Parking Study. The Transit Parking Schedule sets forth a specific number of Transit Spaces that must be reserved for transit patron use at various times during the day. Following the issuance of the November 2017 Letter confirming the acceptance of the Transit Parking Schedule, the City memorialized the Transit Parking Schedule through its incorporation in the Multimodal Station Ground Lease, approved by the City Council via Resolution No. R2018-02-18.⁷ The City has taken every action possible at this time to ensure that Transit Spaces are reserved for transit patrons. Further the City is working on a protocol with the Multimodal Station Operator to ensure compliance with the Transit Parking Schedule.

V. **Audit Recommendation 2. "the City must address the resulting \$5.6 million cash shortfall in the PTP Fund within 90 days".**

⁶ A copy of former Director Scurr's email is attached hereto as Exhibit F.

⁷ Section 9.2 of the Ground Lease was amended to state: "Tenant acknowledges that a minimum of 850 parking spaces in the Garage must be available for use by users of public transit Monday through Friday. The parking spaces for use by users of public transit are referred to as "Transit Spaces." Transit Spaces may be released for non-transit uses in accordance with the release schedule approved by the Citizens transportation Trust of Miami Dade County (the "CITT") attached as Exhibit A (the "CITT Parking Space Release Schedule")."

i. **Response to Audit Recommendation 2.** The purported shortfall in the City PTP Fund is the result of the disallowance of the expenditure of \$4.6 million Surtax Funds related to land acquisition (the "Acquisition Costs") and related costs because they were deemed to be "disproportionately high." During the Clarification Meeting, you stated that the finding that Surtax Fund expenditures were "disproportionately high" was based on the Auditor's Opinion that there is not a need for 850 Transit Spaces.

The City has expended Surtax Funds in a manner that is entirely consistent with the authorization granted in the CITT Resolution and the 85% Allocation Methodology established by former Executive Director Scurr.⁸ See the attached spreadsheet demonstrating the apportionment of costs between Surtax and non-Surtax funds.⁹

Neither the Audit Report, nor the OAMS has offered any support for the Auditor's Opinion. Disallowance of City Surtax expenditures based on the substitution of the Auditor's Opinion for that of former Executive Director Scurr on the need for 850 parking spaces is unconscionable and should not be permitted.

VI. Recommendation 3. "The City should endeavor to submit timely and accurate reports."

i. **Response to Audit Recommendation 3.** The Audit Report finds that the City submitted required compliance reports late and that expenditures in Quarterly Reports did not always agree with the General Ledger. These issues are addressed separately below:

Timeliness: The City understands that two of the sixteen quarterly reports filed during the four-year audit period were submitted late. The City will insure all future reports are filed on time.

Accuracy: The quarterly reports are not inaccurate. Some of the differences between the quarterly reports and the general ledger are due to a timing issue, specifically having to file a fourth quarter report in November, when the City's audited financial statements for the year are not issued until March. There may have been accruals posted after the quarterly reports were filed that are reflected in the audit, but not in the quarterly report. The City Finance Director communicated this to Assistant Director Nancy McKee, and asked if going forward the remedy for this ongoing issue would require the City to file a revised/amended fourth quarter report. To date, no response has been received.

Another significant difference was a \$954,008 transfer out from the PTP Fund to the Multimodal Transit Center (MTC) Fund. In the quarterly report this was listed an expenditure related to the MTC project because the quarterly reports' format do not provide for a "transfer." On the audited financial statements, this transaction is accurately recorded as a transfer between the two funds. Therefore this is not an issue of the report being inaccurate, but instead it just required a better explanation. This was recently explained to Assistant Director, Nancy McKee via email correspondence. With respect to the transfer itself, the funds were subsequently transferred back to the PTP Fund in FY 2018.

⁸ The total cost of acquiring the property in question (the "Acquisition Cost") was paid with Surtax Funds. The Acquisition Cost is one component of the development costs for the Multimodal Station.

⁹ Attached hereto as Exhibit G.

VII. Conclusion.

The Multimodal Station is a transformational project, not just for the City, but for the County transit system. The City has worked with the CITT for four years to ensure that the Multimodal Station accomplishes the goals of the County's long term vision for public transportation along the South Dade Busway in addition to the City's own desire for redevelopment in its historic downtown. This coordination and the CITT's approval of the City's plan for the use of Surtax Funds for the development of the Multimodal Station has been documented at every step in the development process.

According to statements made during the Clarification Meeting, the Audit Report does not purport to allege that the City has spent Surtax Funds in a manner that is inconsistent with the approvals of the CITT and/or former Executive Director Scurr. Rather, the Audit Report suggests that at this stage of development that the CITT should reevaluate the need for the number of Transit Spaces and determine whether the original determinations which the City has relied upon, are appropriate based on the Auditor's Opinion that there will not be a need for 850 Transit Spaces.

At the date of this letter, the City has pledged its annual allocation of Surtax Funds to the repayment of bonds issued to finance the project; awarded an agreement for the construction of the Multimodal Station; and has completed half of construction. The City took each of these actions in reliance on the CITT determination that Development Costs are an appropriate use of Surtax Funds and the 85% Allocation Methodology established by former Executive Director Scurr. If the City's expenditure of Surtax Funds is disallowed because the Auditor's Opinion regarding the need for Transit Spaces does not align with the CITT and former Executive Director Scurr at this stage of development, the City will suffer significant economic damage. As a result, the City would be forced to commence litigation based on the City's detrimental reliance on the prior approval of the City's use of Surtax Funds.

Sincerely,



Matthew J. Pearl

cc: Javier Betancourt, CITT Executive Director
Bruce Libhaber, Miami-Dade County Attorney's Office
Mitch Bierman, Weiss Serota Helfman Cole & Bierman P.L.

EXHIBIT “A”

RESOLUTION NO. 15-055

RESOLUTION BY THE CITIZENS' INDEPENDENT TRANSPORTATION TRUST (CITT) AUTHORIZING THE USE OF CITY OF HOMESTEAD MUNICIPAL SURTAX FUNDS, SUBJECT TO CERTAIN UNDERSTANDINGS AND RESTRICTIONS AS DESCRIBED IN THE ATTACHED MEMORANDUM, FOR THE TRANSIT COMPONENT OF THE DOWNTOWN HOMESTEAD MULTIMODAL TRANSPORTATION PROJECT INCLUDING THE POSSIBLE BONDING OF CURRENT AND FUTURE FUNDS AND APPROVING A SPECIAL EXCEPTION TO ALLOW THE USE OF ROLLOVER FUNDS BEYOND THE ALLOWABLE 5 YEAR ROLLOVER PERIOD BY THE CITY OF HOMESTEAD FOR THE PROJECT

WHEREAS, the City of Homestead, as part of a major downtown redevelopment effort, has proposed using their municipal surtax funds for the development of a multi-modal transportation center on the South Dade Busway as part of the project; and

WHEREAS, this project will significantly improve transit options for residents of Homestead and south Miami-Dade County by significantly increasing the amount of transit parking available for the Express Bus Service on the South Dade Busway; and

WHEREAS, the City has proposed using rollover funds, current funds and future funds through the possible issuance of a bond for the project; and

WHEREAS, it is important for the City to have clarification on the eligibility of surtax funds for this project and specific approval to use rollover funds beyond the allowable 5 year rollover period specified in CITT Resolution No. 09-055 on July 30, 2009, allowing for the rollover of Charter County Transportation Surtax funds by municipalities, and

WHEREAS, the CITT desires to accomplish the purposes outlined in the accompanying OCITT Executive Director's memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE CITT, that this Trust authorizes the use of Homestead municipal surtax funds, subject to certain understandings and restrictions as described in the attached memorandum, for the transit component of the Downtown Homestead Multi-modal Transportation Project including the bonding of current and future funds and approves a special exception to allow the use of surtax rollover funds beyond the allowable 5 year rollover period specified in CITT Resolution No. 09-055, by the City of Homestead for the project.

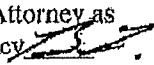
The foregoing resolution was offered by Jonathan Martinez, who moved its adoption. The motion was seconded by Hon. Linda Zilber and upon being put to vote, the vote was as follows:

Paul J. Schwiep, Esq., Chairperson – Aye
Hon. Anna E. Ward, Ph.D., 1st Vice Chairperson – Aye
Glenn J. Downing, CPP®, 2nd Vice Chairperson – Aye

Joseph Curbelo – Aye
Alfred J. Holzman – Aye
Jonathan Martinez – Aye
Miles E. Moss, P.E. – Aye
Marilyn Smith – Aye

Peter L. Forrest – Aye
Prakash Kumar – Aye
Alicia Menardy, Esq. – Aye
Hon. James A. Reeder – Absent
Hon. Linda Zilber – Aye

The Chairman thereupon declared the resolution duly passed and adopted this 16th day of December, 2015.

Approved by the County Attorney as
to form and legal sufficiency 

By: 
Executive Director

EXHIBIT “B”



Memorandum

To: Paul Schwiep, Esq., Chairperson
and Members, Citizens' Independent Transportation Trust (CITT)

From: Charles Scurr, Executive Director *Charles Scurr*

Date: December 15, 2015

Re: City of Homestead Multimodal Transportation Project

The City of Homestead, as part of a major downtown redevelopment effort, has proposed using their municipal surtax funds for the development of a multi-modal transportation center on the South Dade Busway as part of the project. This project, which is described in more detail in the attached proposal, will significantly improve transit options for residents of Homestead and south Miami-Dade County by significantly increasing the amount of transit parking available for the Express Bus Service on the South Dade Busway.

The City has proposed using rollover funds, current funds and future funds through the possible issuance of a bond for the project. The project as currently planned includes land acquisition for multi-modal center comprised of a transit station and a mixed-use park and ride facility with up to 1,500 spaces. The facility, in keeping with urban design best practices, will have a liner building that with transit-friendly retail functions. The City acknowledges that the specific design and configuration is evolving and may be modified as it progresses.

This is a pioneering effort on the part of the City. It is an excellent example of PTP 2.0. Given its unique and innovative approach it important for the City to have clarification on the eligibility of surtax funds for this project.

The City also requires a specific approval to use rollover funds beyond the allowable maximum 5 year rollover period for the project as per CITT Resolution No. 09-055.

It is recommended that the use of surtax funds, including rollover funds, be allowed for this project subject to several understandings and limitations:

- Conceptually, surtax funds are eligible for transit and transportation related expenditures related to the Multimodal Transportation Center and associated parking. Surtax funds are not eligible for the larger redevelopment project.
- Property acquired for the project must be directly related to the Multimodal Transportation Center and not the larger redevelopment project. The City must follow all applicable laws and procedures in the acquisition of this property.

AGENDA ITEM 5A

- The City and Miami-Dade Transit will cooperate in order to maximize the efficient interaction of the facility and transit services. Specifically, Miami Dade Transit will provide input as to the design so that it can accommodate the current express bus service on the busway as well as potential future services on the busway including full Bus Rapid Transit and possibly Light Rail. Of specific concern is the design of appropriate horizontal and vertical clearances to allow for these increased service modes.
- It is understood that the parking structure will be mixed-use and will service both transit patrons and patrons accessing the full redevelopment project. The City and the Trust Executive Director will develop a specific allocation for the number of spaces to be used exclusively by the larger project and surtax funds are not eligible for those spaces. A procedure to ensure that those spaces funded with surtax funds are available for transit patrons exclusively shall be developed. It is understood that spaces not used by transit patrons may be used secondarily by other patrons during off peak, evenings and weekends.

Any funds generated from the surtax funded portion of the project (i.e. parking revenues, etc.) shall be used for the project or for other transit related purposes. They shall not be used for the larger development project.

- c: Alina Hudak, Deputy Mayor
Bruce Libhaber, Assistant County Attorney

EXHIBIT “C”



Citizens' Independent Transportation Trust
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 Charles Scurr

* Past Chairperson

November 30, 2017

Mr. George Gretsas
 City Manager
 City of Homestead
 650 NE 22 Terrace
 Homestead, FL 33033

Re: Parking Study


Dear Mr. Gretsas:

The purpose of this letter is to acknowledge receipt and acceptance of the Homestead Station Parking Garage Parking Study prepared by the Corradino Group dated November 14, 2017.

Specifically, in accordance with Trust Resolution R-15-055 dated December 16, 2015, attachment C of the Study which outlines a schedule for the release of unused parking spaces is accepted. This is with the explicit understanding that, in accordance with R-15-055, all 850 spaces funded with surtax dollars are for transit purposes and are eligible for release only if they are not being used for transit. If the demand for transit spaces exceeds the planning numbers in the parking study surtax funded spaces must still be used for transit. For example, if the demand for transit spaces is 500 on the opening day of the facility only the non-transit balance of 350 would be eligible for release in accordance with the schedule.

In conjunction with the above mentioned understanding, please provide the Trust with a memorandum detailing the mechanism that will be used to enforce the space allocation schedule. Additionally, it is requested that City provide the Trust with a report on the use of the parking garage as part of your normal Quarterly Reports.

I hope this information is helpful. We look forward to continuing to work closely with you on this important project.

Sincerely,

 Charles Scurr
 Executive Director

CC: Trust Board
 B. Libhaber, CAO
 A. Alfonso, CAO
 M. Bierman, Weiss Serota Helfman Cole and Bierman

EXHIBIT “D”

THE CORRADINO GROUP, INC.

CORRADINO

ENGINEERS • PLANNERS • PROGRAM MANAGERS • ENVIRONMENTAL SCIENTISTS

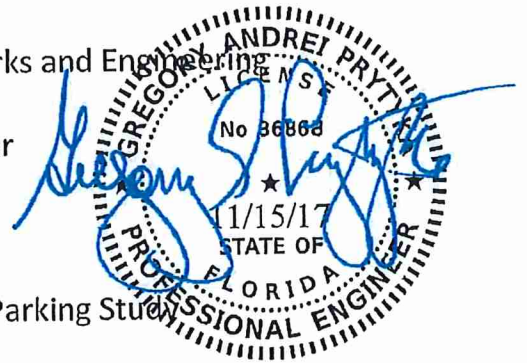
date: November 15, 2017

to: Julio A. Brea, P.E., Director, Public Works and Engineering

from: Gregory A. Prytyka, P.E., Chief Engineer

project #: 3826*50*52

subject: Homestead Station Parking Garage – Parking Study



MEMORANDUM

The Corradino Group (TCG) has completed a parking study for the Homestead Station Parking Garage being developed in conjunction with the "ShowBiz Cinemas and Entertainment Center" at the southwest corner of Krome Avenue and Mowry Street in Homestead, Florida. The study is attached hereto.

The purpose of this study was to determine 1) whether the proposed 150 non-transit reserved spaces will be adequate to meet non-transit parking demand during the hours in which 850 spaces are reserved for transit, and 2) the amount of parking that will be required for transit riders, during what periods, and a model schedule for making unused transit spaces available for non-transit uses during each workday.

The results of the study indicate that the proposed 150 non-transit related parking spaces will not be adequate to meet non-transit parking demand during the hours in which 850 spaces are reserved for transit. The amount of parking that will be required for transit riders is projected to range from a low of 150 spaces in the baseline year of 2015, and increase to the 850 spaces by the year 2045. Based on this projection, an adequate number of parking spaces will be available for non-transit use through the year 2030. Accounting for holiday peaks, the Homestead Station Parking Garage will ultimately require 1,348 spaces to serve all uses. Schedules for the availability of parking spaces are included as Attachments 'A', 'B' and 'C' to the study.

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Homestead Station Parking Analysis

INTRODUCTION

Axiom DR Construction, LLC is proposing to develop the "ShowBiz Cinemas and Entertainment Center" in the southwest quadrant of Krome Avenue and Mowry Drive, in the City of Homestead, Florida. This location places it adjacent to the South Miami-Dade Busway, and as such, the development will encompass the "Homestead Station Parking Garage", which is intended to provide parking primarily for transit users, as well as, for patrons of the commercial/institutional uses associated with the ShowBiz Cinemas development, as needed.

The commercial uses associated with the ShowBiz Cinemas includes the Cinema itself, comprised of 10 screens, a Bowling Alley including 14 lanes, a video arcade, food court, and 30,800 square feet (ft²) of retail space subdivided into five separate venues. The institutional use consists of a 51,017 ft² three-story 21st Century Library (Cybrary).

The project requires that a minimum of 850 parking spaces be available within the garage for transit riders during peak transit use times. The vast majority of parking spaces can be available for non-transit uses during evening and weekend hours. Moreover, to the extent transit-reserved spaces remain unoccupied during workdays, a portion of such spaces may be released for non-transit uses once it becomes clear that they will not be needed during that day.

As part of the agreement for construction of this parking garage, the existing Park-and-Ride facility/bus stop at NE 2nd Drive (City Hall) will be relocated to the garage site. It is assumed that the current parking demand at the City Hall Park-and-Ride will also relocate to the new parking garage. To determine the amount of parking demand for transit riders, it will be assumed that all 850 spaces will be occupied by transit users during peak transit hours by the year 2045 (a 30-year planning horizon).

The purpose of this study is to determine 1) whether the proposed 150 non-transit reserved spaces will be adequate to meet non-transit parking demand during the hours in which 850 spaces are reserved for transit, and 2) the amount of parking that will be required for transit riders, during what periods, and a model schedule for making unused transit spaces available for non-transit uses during each workday.

Homestead Station Parking Analysis

METHODOLOGY

Parking requirements for the non-transit uses are based on demand rates given in the ITE publication Parking Generation¹, then modified to more accurately reflect local conditions, based on our knowledge of the local area, census data, and the study results of recent mobility analyses. Transit parking demand for the year 2015 has been based on ground truth data collected in the Proposed Park-and-Ride Lot Impacts on the Busway Corridor Ridership, in Homestead, Florida² report prepared by The Corradino Group. Transit parking demand has been interpolated between 2015 levels (180 spaces), and the 850 spaces required in the year 2045.

The methodology for releasing spaces has been calculated by determining the peak transit periods, calculating transit parking occupancy during those hours, then releasing an agreed upon percentage of the vacant spaces periodically during those hours. Parking for non-peak transit hours, will be allocated for other uses with a minor percentage reserved for transit.

Parking demand rates were honed using our extensive local knowledge of the Downtown, the City of Homestead and of South Miami-Dade County. Parking demand that would normally be required by the non-transit uses of the development have been estimated to be serviced by transit at a conservative 10% of total parking demand. In the near- through mid-term planning horizons, it has been determined that the mid-afternoon demand of a facility like this would be shifted by a conservative 10% to the late afternoon and early evening. This number is likely to shift back toward a more traditional average distribution once the retail center and the downtown core become more re-established. The reasons for this adjustment is because the downtown area of Homestead does not represent the average conditions as cited in the Parking Generation Manual. Homestead is its own urban area, unique and separate from that of the Greater Miami Area, which is generally considered to extend south to Cutler Bay. While the two urban areas are growing geographically into one another they are as yet still separated. Homestead is effectively a bedroom community buffered by rural land uses. The City provides a significant amount of its workforce population to areas outside of the City and South Miami-Dade County. Workers living in Homestead, largely do not work in Homestead, but rather leave the area in the morning and return in the evening when it is projected that the peak usage for the commercial uses of this development will occur. This is evidenced by the ultimate need for 850 parking spaces in the garage for transit use.

The foregoing discussion describes precisely why the transit center garage is needed. The main concern from a mobility perspective is that people must work outside of South Dade. Transit can mitigate the extensive commute times experienced by automobile users. From a retail perspective, Homestead's downtown has been struggling for decades. Its attractiveness has been overshadowed by the development east of Florida's Turnpike, leaving the Downtown area isolated. Recent investments are attempting to bring normal growth, development, retail and mobility patterns back to the downtown area.

Demographically, 38% of Homestead's population is under the age of 18 as compared with 20% in Miami Dade County. This high proportion of youth is most likely to be attending school during the afternoons, and are very unlikely to have the mobility or availability to visit movie theaters in the midafternoon periods. They are more likely to fulfill the market demand for movies and retail later in the day, when their parents return home and can take them to the facility. Additionally, according to the US Census,

¹ Parking Generation, Institute of Transportation Engineers, Fourth Edition, 2010

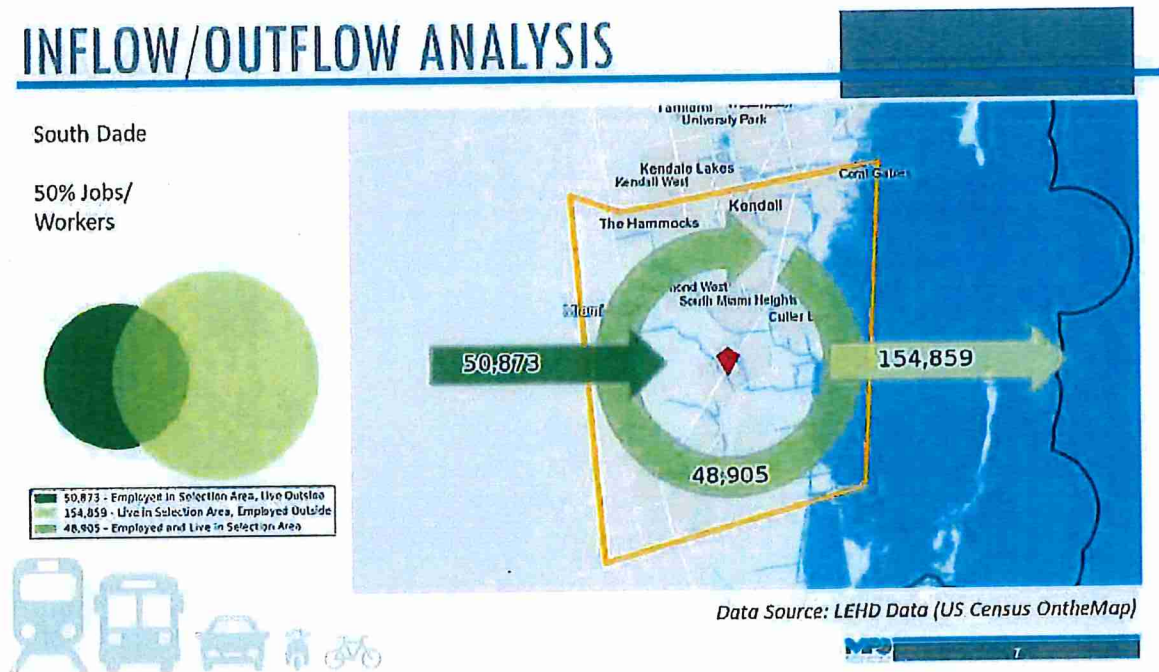
² Proposed Park-and-Ride Lot impacts on the Busway Corridor Ridership, in Homestead, Florida, The Corradino Group, 2015

Homestead Station Parking Analysis

33.9% of Homestead's population is below the poverty line, compared with Miami Dade County's distribution of 15.4%. With more than double the average percentage of people living below the poverty line it is very unlikely that this population will be visiting retail or seeing movies in the midafternoon. Furthermore, only 24% of the workers who live in Homestead work in Homestead, suggesting that 76% of the workforce population leaves the City each day.

These mobility estimates correlate closely with those reported in the TPO South Dade Mobility Study (2016). This report showed that there were about 200,000 workers in South Dade, and that about 150,000 of these workers (3/4) leave South Dade each day to work. About 50,000 workers (1/4) live and work in South Dade. This leaves a significantly smaller percentage than average available to visit retail or view movies in the middle of the afternoon.

INFLOW/OUTFLOW ANALYSIS



Peak Parking demand for transit use occurs on weekdays at 11:00 AM and during a three-hour period from 2:00 PM to 5:00 PM. Peak parking demand for other uses generally occurs on weekends, during which time transit use is minimal; therefore, peak parking demand for non-transit uses was based on the higher of average weekday, or Friday, whichever was greater.

Homestead Station Parking Analysis

ANALYSIS

The ShowBiz Cinemas and Entertainment Center property consists of multiple land uses in addition to the transit component, each with differing parking demands. The following section describes each component use and its general characteristics that were considered in preparing this report:

Land Use 437: Bowling Alley – A bowling alley is a recreational facility that includes bowling lanes. A small lounge, restaurant and/or snack bar, video games, and pool tables may also be available. The weekday peak hour of parking demand for a bowling alley occurs on a Friday between 8:00 PM and 9:00 PM. Average peak parking demand for this land use is represented by the equation $P = 6.63x - 35$, where x is the number of lanes. This facility is comprised of 14 bowling lanes, yielding a peak parking demand of 58 spaces. The hourly distribution of parking demand is specified in terms of a percentage of the average peak parking demand as shown in Table 1:

Table 1 - Parking Demand Distribution
Land Use Type 437 - Bowling Alley

Hour Beginning	Percent of Peak Demand
5:00 AM	0%
6:00 AM	0%
7:00 AM	0%
8:00 AM	0%
9:00 AM	0%
10:00 AM	0%
11:00 AM	0%
12:00 PM	0%
1:00 PM	0%
2:00 PM	0%
3:00 PM	0%
4:00 PM	0%
5:00 PM	51%
6:00 PM	83%
7:00 PM	99%
8:00 PM	100%
9:00 PM	81%
10:00 PM	0%
11:00 PM	0%
12:00 AM	0%

Homestead Station Parking Analysis

Land Use 445: Multiplex Cinema – A multiplex movie theater consists of audience seating, a minimum of 10 screens, a lobby, and a refreshment area. Several of the locations on which parking demand rates were based also had a game-room facility on site. The weekday peak hour of parking demand for a multiplex movie theater occurs on a Friday between 8:00 PM and 9:00 PM. Average peak parking demand for this land use on a Friday is 36.2 vehicles per screen (there is no fitted curve equation for this land use). This facility is comprised of 10 screens, yielding a peak demand of 362 spaces. The hourly distribution of parking demand is specified in terms of a percentage of the average peak parking demand as shown in Table 2:

**Table 2 - Parking Demand Distribution
Land Use Type 445 - Multiplex Cinema**

Hour Beginning	Percent of Peak Demand
5:00 AM	0%
6:00 AM	0%
7:00 AM	0%
8:00 AM	0%
9:00 AM	0%
10:00 AM	19%
11:00 AM	76%
12:00 PM	72%
1:00 PM	90%
2:00 PM	90%
3:00 PM	86%
4:00 PM	89%
5:00 PM	88%
6:00 PM	81%
7:00 PM	100%
8:00 PM	100%
9:00 PM	100%
10:00 PM	71%
11:00 PM	54%
12:00 AM	0%

Homestead Station Parking Analysis

Land Use 590: Library – A library can be either a public or private facility that consists of shelved books, reading rooms, or areas, and, sometimes, meeting rooms. The peak parking demand for a library occurs during a weekday between 7:00 PM and 8:00 PM. Average peak parking demand for this land use is represented by the equation $P = 1.48x + 27$, where x is the number of thousands of square feet of Gross Floor Area (GFA). This facility is comprised of 51.017 GFA of what is described as a 21st Century Library (Cybrary), yielding a peak parking demand of 103 spaces. Because a “Cybrary” is a relatively new concept, it is anticipated that there will be a higher parking demand during the first few years of operation due to the novelty. Beyond the first four to five years of operation, it is expected that the “Cybrary” will more closely reflect a typical library. Due to the surplus of parking during the novelty period peak hours, no adjustments to the parking demand calculations were effected. The hourly distribution of parking demand is specified in terms of a percentage of the average peak parking demand as shown in Table 3:

Table 3 - Parking Demand Distribution
Land Use Type 590 - Library

Hour Beginning	Percent of Peak Demand
5:00 AM	0%
6:00 AM	0%
7:00 AM	0%
8:00 AM	16%
9:00 AM	45%
10:00 AM	52%
11:00 AM	70%
12:00 PM	58%
1:00 PM	69%
2:00 PM	68%
3:00 PM	74%
4:00 PM	48%
5:00 PM	59%
6:00 PM	60%
7:00 PM	100%
8:00 PM	72%
9:00 PM	0%
10:00 PM	0%
11:00 PM	0%
12:00 AM	0%

Homestead Station Parking Analysis

Land Use 820: Shopping Center – A shopping center is an integrated group of commercial establishments that is planned, developed, owned, and managed as a unit. Some of these centers contained non-merchandising facilities, such as office buildings, movie theaters, restaurants, post offices, banks, health clubs, and recreational facilities. Many shopping centers, in addition to the integrated unit of shops in one building or enclosed around a mall, include outparcels (peripheral buildings or pads located on the perimeter of the center adjacent to the streets and major access points). These buildings are typically drive-in banks, retail stores, restaurants, or small offices. Although the data on which this study was based do not indicate which of the centers studied included peripheral buildings, it can be assumed that some of the data show their effect. A significant increase in parking demand for shopping centers occurs during the Christmas shopping season (December). The conclusion of this report addresses the holiday peak parking demand. The Non-December peak parking demand for a shopping center occurs on a weekday during the one-hour period between 7:00 PM and 8:00 PM. Average peak parking demand for a Non-December weekday is represented by the equation $P = 1.59x + 138$, where x is the number of thousands of square feet of Gross Floor Area (GFA). This facility is comprised of 30.8 thousand GFA of Shopping Center, yielding a peak parking demand of 187 spaces. The hourly distribution of parking demand is specified in terms of a percentage of the average peak parking demand as shown in Table 4:

**Table 4 - Parking Demand Distribution
Land Use Type 820 - Shopping Center**

Hour Beginning	Percent of Peak Demand
5:00 AM	0%
6:00 AM	0%
7:00 AM	0%
8:00 AM	0%
9:00 AM	0%
10:00 AM	63%
11:00 AM	69%
12:00 PM	90%
1:00 PM	82%
2:00 PM	73%
3:00 PM	66%
4:00 PM	60%
5:00 PM	83%
6:00 PM	87%
7:00 PM	100%
8:00 PM	89%
9:00 PM	0%
10:00 PM	0%
11:00 PM	0%
12:00 AM	0%

The December (holiday) average weekday peak parking demand for Land Use 820 – Shopping Center occurs on a Friday. Average peak parking demand for a Friday in December is represented by the equation $P = 3.89x + 96$, where x is the number of thousands of square feet of Gross Floor Area (GFA). The peak number of spaces required by non-transit uses is 432, which occurs during the one-hour period from 7:00 PM to 8:00 PM.

Homestead Station Parking Analysis

Land use 933: Fast-Food Restaurant without Drive-Through Window – This land use includes fast-food restaurants without drive-through windows. This type of restaurant is characterized by a large carry-out clientele, long hours of service (some are open for breakfast, all are open for lunch and dinner, some are open late at night or 24 hours a day) and high turnover rates for eat-in customers. These limited-service eating establishments do not provide table service. Patrons generally order at a cash register and pay before they eat.

As the description of this development including land uses 437 - Bowling Alley; 445 - Cinema; and 820 - Shopping Center, all include provisions for a “snack bar”, “refreshment area”, and “restaurant” (food court), respectively, no separate parking demand calculations were performed to analyze parking demand for food service. Based on the layout and overall nature of this development, it can be assumed that 100% of the trips generated by the “Fast-Food Restaurant” category will be internal capture.

Similarly, as land use 445 includes “a game-room facility on site”, no separate parking demand calculations were performed to analyze parking demand for game room (video arcade).

Homestead Station Parking Analysis

Transit – As previously mentioned, this project requires that a minimum of 850 parking spaces be available within the garage for transit riders during primary transit use times. For the purposes of this analysis, it has been assumed that all 850 spaces will be occupied by transit users by the year 2045 (a 30-year planning horizon). Transit parking demand has been interpolated between 2015 levels (180 spaces), and the 850 spaces required in the year 2045. The hourly distribution of parking demand is specified in terms of a percentage of the average peak parking demand as shown in Table 4:

Table 5 - Parking Demand Distribution
Transit

Hour Beginning	Percent of Peak Demand
5:00 AM	0%
6:00 AM	5%
7:00 AM	20%
8:00 AM	60%
9:00 AM	90%
10:00 AM	96%
11:00 AM	100%
12:00 PM	95%
1:00 PM	98%
2:00 PM	100%
3:00 PM	100%
4:00 PM	100%
5:00 PM	30%
6:00 PM	10%
7:00 PM	5%
8:00 PM	2%
9:00 PM	0%
10:00 PM	0%
11:00 PM	0%
12:00 AM	0%

Homestead Station Parking Analysis

Results

Based on the parameters discussed above, spreadsheets (Attachments A & B) were constructed to calculate the number of parking spaces required for transit uses, the number of spaces required by non-transit uses, the number of spaces that could be released for non-transit uses, and the surplus or deficit of parking spaces for the development as a whole. Attachment C provides a summary of the schedule for retention of parking spaces for transit users.

Sufficient parking spaces are available for all uses through the year 2030. In the years 2031 and 2032, there will be an insufficient number of parking spaces between 1:00 PM and 3:00 PM. In the years 2033 through 2043, there will be an insufficient number of parking spaces between 11:00 AM and 3:00 PM. In the years 2044 and beyond, there would be an insufficient number of parking spaces between 10:00 AM and 4:00 PM. The overall peak deficiency in the number of parking spaces in the year 2045 is 329 during the one-hour period beginning at 2:00 PM, when all 850 spaces allocated to transit are occupied. The peak number of spaces required by non-transit uses is 638, which occurs during the one-hour period from 7:00 PM to 8:00 PM.

In consideration of the peak parking demands for retail uses during the holiday shopping season, beginning in the year 2030, the 150 non-transit reserved spaces will not be adequate to meet non-transit parking demand during the hours in which 850 spaces are reserved for transit. The peak number of spaces required by non-transit uses is 664, which occurs during the one-hour period from 7:00 PM to 8:00 PM.

Homestead Station Parking Analysis

CONCLUSIONS

Beginning in the year 2031, the 150 non-transit reserved spaces will begin to become inadequate to meet non-transit parking demand during the peak transit hours in which 850 spaces are reserved for transit. The amount of parking that will be required for transit riders, during what periods, and a model schedule for making unused transit spaces available for non-transit uses during each workday has been presented in the spreadsheet included as Attachment A. To accommodate the overall development's parking demand through the year 2045 (exclusive of the month of December), it is suggested that the garage facility initially be constructed so it is scalable, with the ability for parking spaces to be added should they be needed. It must be noted that the potential shortfall in spaces is projected no sooner than fourteen years in the future, and should simply be monitored on an annual basis, as the face of retail, transit and overall mobility is changing rapidly. Conditions in these future years are difficult to predict.

Based on the December increase in retail parking demand, the garage should be scalable such that a minimum of 1,348 spaces could be constructed as needed in the year 2030. See Attachment B.

Homestead Station Parking Analysis

Attachment A

Attachment A - HOMESTEAD STATION PARKING ANALYSIS - 30-YR PLANNING HORIZON - 10% Transit/10% Reduction during Transit Peaks

Non-Transit Parking Requirements					5:00 AM	6:00 AM	7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM	10:00 PM	11:00 PM	12:00 AM
HE Code	Land Use	Size	Units	Peak Demand																				
437	ShowBiz Cinema	67250 SF	14	Lanes	59	0	0	0	0	0	0	0	0	0	0	29	48	57	58	47	0	0	0	
445	Cinema	10 Screens	362		0	0	0	0	0	69	275	261	326	326	311	322	319	293	562	362	362	257	195	
590	Video Arcade	Incl. w/ Cinema																						
820	Cybrary	51017 SF	103		0	0	0	16	46	53	72	59	71	70	76	49	60	62	103	74	0	0	0	
933	Retail	30800 SF	187		0	0	0	0	0	118	179	168	153	129	112	155	163	187	166	0	0	0	0	
	Food Court	Internal Capture																						
	Transit Discount	10%			0	0	0	-2	-5	-24	-48	-49	-55	-53	-51	-48	-56	-57	-71	-66	-41	-26	-20	
	TOTALS				0	0	0	15	42	216	428	440	495	479	460	435	507	509	638	594	368	231	176	

Total Parking Requirements		5:00 AM	6:00 AM	7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM	10:00 PM	11:00 PM	12:00 AM	
2015	Transit	0	9	36	108	162	173	180	171	176	180	180	180	54	18	9	-4	0	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	495	479	460	435	507	509	638	594	368	231	176	0	
	Release	1,000	991	964	892	838	827	820	879	824	820	820	820	820	946	982	991	994	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	991	964	877	796	611	392	343	329	341	360	385	439	473	353	402	672	769	824	1,000	1,000
2016	Transit	0	10	40	121	182	194	202	192	198	202	202	202	61	20	10	4	0	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	495	479	460	435	507	509	638	594	368	231	176	0	
	Release	1,000	990	960	879	818	804	798	808	802	798	798	798	938	980	990	996	1,000	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	990	960	864	776	590	369	368	307	319	338	362	431	471	352	402	692	769	824	1,000	1,000
2017	Transit	0	11	45	135	202	216	225	213	220	225	225	225	67	22	11	4	0	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	495	479	460	435	507	509	638	594	368	231	176	0	
	Release	1,000	989	955	865	798	784	775	787	780	775	775	775	933	978	989	996	1,000	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	989	955	850	756	568	347	347	285	297	316	340	425	469	351	401	632	769	824	1,000	1,000
2018	Transit	0	12	49	148	222	237	247	235	242	247	247	247	74	25	12	5	0	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	495	479	460	435	507	509	638	594	368	231	176	0	
	Release	1,000	988	951	852	784	763	753	765	753	753	753	753	926	975	988	995	1,000	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	988	951	837	716	547	325	316	263	274	293	318	419	466	350	401	632	769	824	1,000	1,000
2019	Transit	0	13	54	162	241	259	269	256	264	269	269	269	81	27	13	5	0	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	495	479	460	435	507	509	638	594	368	231	176	0	
	Release	1,000	987	946	838	758	741	731	744	738	731	731	731	919	973	987	993	1,000	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	987	946	824	716	526	302	305	241	252	271	295	411	464	349	401	632	769	824	1,000	1,000
2020	Transit	0	15	58	175	263	280	292	277	288	292	292	292	88	29	15	6	0	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	495	479	460	435	507	509	638	594	368	231	176	0	
	Release	1,000	985	942	825	738	720	708	723	714	708	708	708	913	971	985	994	1,000	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	985	942	810	696	504	280	283	215	230	249	273	405	462	348	400	632	769	824	1,000	1,000
2021	Transit	0	16	63	185	283	301	314	298	308	314	314	314	94	31	16	6	0	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	495	479	460	435	507	509	638	594	368	231	176	0	
	Release	1,000	984	937	812	717	699	685	702	691	686	686	686	906	969	984	994	1,000	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	984	937	807	676	483	259	262	197	207	226	251	398	460	346	400	632	769	824	1,000	1,000
2022	Transit	0	17	67	202	303	322	336	320	330	336	336	336	101	34	17	7	0	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	495	479	460	435	507	509	638	594	368	231	176	0	
	Release	1,000	983	933	798	697	677	664	680	670	664	664	664	899	966	983	993	1,000	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	983	933	783	656	463	235	241	178	185	204	228	392	458	345	399	632	769	824	1,000	1,000
2023	Transit	0	18	72	215	323	344	359	341	351	359	359	359	108	36	18	7	0	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	495	479	460	435	507	509	638	594	368	231	176	0	
	Release	1,000	982	928	785	677	656	641	659	649	641	641	641	892	964	982	993	1,000	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	982	928	770	638	440	213	210	152	163	182	206	385	455	344	389	632	769	824	1,000	1,000
2024	Transit	0	19	76	229	343	366	381	362	373	381	381	381	114	38	19	8	0	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	495	479	460	435	507	509	638	594	368	231	176	0	
	Release	1,000	981	924	771	657	634	619	638	627	619	619	619	886	962	981	992	1,000	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	981	924	757	616	418	191	199	132	140	159	184	378	459	343	398	632	769	824	1,000	1,000

Total Parking Requirements		5:00 AM	6:00 AM	7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM	10:00 PM	11:00 PM	12:00 PM
2025	Transit	0	20	81	242	363	397	403	383	395	403	403	421	40	20	8	0	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	493	479	460	435	507	509	638	594	568	231	176	0
	Release	1,000	940	919	758	637	613	597	617	605	597	597	597	879	960	980	932	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	920	838	743	595	397	168	177	110	118	137	161	372	451	342	338	632	769	824	1,000
2026	Transit	0	21	83	255	383	409	426	404	417	426	426	428	43	21	9	0	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	493	479	460	435	507	509	638	594	568	231	176	0
	Release	1,000	979	915	745	617	591	574	596	583	574	574	872	957	979	991	1,000	1,000	1,000	1,000	
	Surplus/ Deficit	1,000	958	832	730	575	373	146	156	89	96	115	139	365	449	341	397	632	769	824	1,000
2027	Transit	0	22	90	269	403	430	448	426	439	448	448	448	134	45	22	9	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	493	479	460	435	507	509	638	594	568	231	176	0
	Release	1,000	978	910	731	597	570	552	574	561	552	552	866	955	978	991	1,000	1,000	1,000	1,000	
	Surplus/ Deficit	1,000	956	820	716	555	354	124	135	66	73	92	117	358	446	340	397	632	769	824	1,000
2028	Transit	0	24	94	282	423	452	470	447	461	470	470	470	141	47	24	9	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	493	479	460	435	507	509	638	594	568	231	176	0
	Release	1,000	976	904	718	577	548	530	553	539	530	530	590	859	955	976	991	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	952	810	703	535	333	101	114	44	51	70	94	352	444	333	397	632	769	824	1,000
2029	Transit	0	25	93	296	443	473	493	468	483	493	493	493	148	49	23	10	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	493	479	460	435	507	509	638	594	568	231	176	0
	Release	1,000	975	901	704	557	527	507	532	517	507	507	852	945	975	990	1,000	1,000	1,000	1,000	
	Surplus/ Deficit	1,000	950	808	690	515	311	79	92	22	29	48	72	345	432	338	396	632	769	824	1,000
2030	Transit	0	26	103	309	464	494	515	489	503	515	515	515	155	52	26	10	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	493	479	460	435	507	509	638	594	568	231	176	0
	Release	1,000	974	897	691	537	506	485	511	495	485	485	846	949	974	990	1,000	1,000	1,000	1,000	
	Surplus/ Deficit	1,000	948	894	676	495	290	57	71	0	8	23	50	338	440	336	396	632	769	824	1,000
2031	Transit	0	27	107	322	484	516	537	510	527	537	537	537	161	54	27	11	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	493	479	460	435	507	509	638	594	568	231	176	0
	Release	1,000	973	893	678	516	484	463	470	471	463	463	839	946	973	989	1,000	1,000	1,000	1,000	
	Surplus/ Deficit	1,000	946	886	663	475	269	34	50	-21	-16	3	27	331	437	335	395	632	769	824	1,000
2032	Transit	0	28	112	336	504	537	560	532	547	560	560	560	168	56	28	11	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	493	479	460	435	507	509	638	594	568	231	176	0
	Release	1,000	972	891	684	486	463	440	468	452	440	440	832	944	972	989	1,000	1,000	1,000	1,000	
	Surplus/ Deficit	1,000	944	879	648	455	247	12	29	-43	-38	-19	5	325	435	334	395	632	769	824	1,000
2033	Transit	0	29	116	349	524	559	582	553	570	582	582	582	175	58	29	12	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	493	479	460	435	507	509	638	594	568	231	176	0
	Release	1,000	971	884	651	476	441	418	447	430	418	418	825	942	971	989	1,000	1,000	1,000	1,000	
	Surplus/ Deficit	1,000	942	868	636	435	225	-10	8	-65	-61	-47	-17	318	433	333	394	632	769	824	1,000
2034	Transit	0	30	121	363	544	580	604	574	592	604	604	604	181	60	30	12	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	493	479	460	435	507	509	638	594	568	231	176	0
	Release	1,000	970	879	637	456	420	396	426	408	396	396	819	940	970	988	1,000	1,000	1,000	1,000	
	Surplus/ Deficit	1,000	940	879	623	415	204	-33	-14	-87	-83	-64	-40	311	431	332	394	632	769	824	1,000
2035	Transit	0	31	125	376	564	602	627	595	614	627	627	627	188	63	31	13	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	493	479	460	435	507	509	638	594	568	231	176	0
	Release	1,000	969	875	624	416	398	373	405	386	373	373	812	937	969	987	1,000	1,000	1,000	1,000	
	Surplus/ Deficit	1,000	938	873	609	394	183	-55	-35	-108	-105	-86	-62	306	428	331	393	632	769	824	1,000
2036	Transit	0	32	130	389	584	623	649	617	636	649	649	649	195	63	32	13	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	493	479	460	435	507	509	638	594	568	231	176	0
	Release	1,000	968	870	611	416	377	351	383	364	351	351	805	935	968	987	1,000	1,000	1,000	1,000	
	Surplus/ Deficit	1,000	936	870	596	374	161	-77	-56	-131	-128	-109	-84	299	416	330	393	632	769	824	1,000
2037	Transit	0	34	134	403	604	644	671	638	658	671	671	671	201	67	34	13	0	0	0	0
	Non-Transit	0	0	0	15	42	216	428	440	493	479	460	435	507	509	638	594	568	231	176	0
	Release	1,000	966	865	597	386	356	329	362	341	329	329	829	933	966	987	1,000	1,000	1,000	1,000	
	Surplus/ Deficit	1,000	932	865	582	354	140	-100	-77	-153	-150	-131	-107	291	414	329	393	632	769	824	1,000

Total Parking Requirements		5:00 AM	6:00 AM	7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM	10:00 PM	11:00 PM	12:00 PM		
2038	Transit	0	35	133	416	624	666	694	659	680	694	694	694	694	208	69	35	14	0	0	0	0	
	Non-Transit	0	0	0	15	42	216	428	440	495	479	460	435	507	509	638	594	368	231	176	0	0	
	Release	1,000	965	861	584	376	334	306	341	320	306	306	306	792	931	965	986	1,000	1,000	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	965	861	569	334	318	-122	-59	-175	-172	-153	-129	285	422	327	392	631	769	824	1,000	1,000	1,000
2039	Transit	0	36	143	480	644	687	716	680	702	716	716	716	716	215	72	36	14	0	0	0	0	
	Non-Transit	0	0	0	15	42	216	428	440	495	479	460	435	507	509	638	594	368	231	176	0	0	
	Release	1,000	964	857	570	356	313	284	320	298	284	284	284	785	928	964	986	1,000	1,000	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	964	857	556	314	97	-144	-120	-197	-195	-176	-151	278	420	326	392	632	769	824	1,000	1,000	1,000
2040	Transit	0	37	148	443	665	709	738	701	724	738	738	738	738	222	74	37	15	0	0	0	0	
	Non-Transit	0	0	0	15	42	216	428	440	495	479	460	435	507	509	638	594	368	231	176	0	0	
	Release	1,000	963	852	557	336	291	262	259	276	262	262	262	779	926	963	985	1,000	1,000	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	963	852	542	284	75	-167	-141	-218	-217	-198	-174	271	417	325	391	632	769	824	1,000	1,000	1,000
2041	Transit	0	38	152	456	685	730	761	723	743	761	761	761	761	228	76	38	15	0	0	0	0	
	Non-Transit	0	0	0	15	42	216	428	440	495	479	460	435	507	509	638	594	368	231	176	0	0	
	Release	1,000	962	848	544	335	270	239	277	255	238	238	238	722	924	962	985	1,000	1,000	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	962	848	529	274	54	-189	-162	-240	-239	-220	-196	264	415	324	391	632	769	824	1,000	1,000	1,000
2042	Transit	0	39	157	470	705	752	783	744	767	783	783	783	783	235	78	39	16	0	0	0	0	
	Non-Transit	0	0	0	15	42	216	428	440	495	479	460	435	507	509	638	594	368	231	176	0	0	
	Release	1,000	961	843	530	295	248	217	256	233	217	217	217	765	922	961	984	1,000	1,000	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	961	843	515	254	37	-111	-183	-262	-262	-243	-218	258	419	325	390	632	769	824	1,000	1,000	1,000
2043	Transit	0	40	161	483	715	773	805	765	789	805	805	805	805	242	81	40	16	0	0	0	0	
	Non-Transit	0	0	0	15	42	216	428	440	495	479	460	435	507	509	638	594	368	231	176	0	0	
	Release	1,000	960	835	517	275	227	195	235	211	195	195	195	753	919	960	984	1,000	1,000	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	960	835	502	234	31	-234	-205	-284	-284	-265	-241	251	411	322	390	632	769	824	1,000	1,000	1,000
2044	Transit	0	41	164	497	745	795	828	788	811	828	828	828	828	245	83	41	17	0	0	0	0	
	Non-Transit	0	0	0	15	42	216	428	440	495	479	460	435	507	509	638	594	368	231	176	0	0	
	Release	1,000	959	834	503	255	205	172	214	189	172	172	172	752	917	959	983	1,000	1,000	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	959	834	489	214	-10	-256	-216	-306	-306	-287	-263	244	408	321	389	632	769	824	1,000	1,000	1,000
2045	Transit	0	43	170	510	765	816	850	808	833	850	850	850	850	255	85	43	17	0	0	0	0	
	Non-Transit	0	0	0	15	42	216	428	440	495	478	460	435	507	509	638	594	368	231	176	0	0	
	Release	1,000	958	830	490	235	184	150	193	167	150	150	150	745	915	958	983	1,000	1,000	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	958	830	475	193	-32	-278	-247	-328	-328	-310	-285	238	406	320	359	632	769	824	1,000	1,000	1,000

Homestead Station Parking Analysis

Attachment B

Attachment B - HOMESTEAD STATION PARKING ANALYSIS - 30-YR PLANNING HORIZON - HOLIDAY SHOPPING SEASON -10% Transit/10% Reduction during Transit Peaks

Non-Transit Parking Requirements					5:00 AM	6:00 AM	7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM	10:00 PM	11:00 PM	12:00 AM
ITE Code	Land Use	Site	Units	Peak Demand																				
437	Show/Big Cinema	67250 SF	14	58	0	0	0	0	0	0	0	0	0	0	0	0	29	48	57	58	47	0	0	
445	Bowling Cinema	10 Screens	362	362	0	0	0	0	69	275	261	926	376	911	322	319	293	862	862	362	257	195	0	
590	Video Arcade	Ind. w/ Cinema																						
820	Cybrary	51017 SF	103	103	0	0	16	46	53	72	59	71	70	76	49	60	62	103	74	0	0	0	0	
933	Retail	30800 SF	216	216	0	0	0	0	136	149	194	177	158	142	129	179	188	216	192	0	0	0	0	
	Food Court	Internal Capture																						
	Transit Discount	10%			0	0	0	-2	-5	-26	-50	-51	-57	-55	-53	-50	-59	-74	-69	-41	-26	-20	0	
TOTALS					0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	
Total Parking Requirements					5:00 AM	6:00 AM	7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM	10:00 PM	11:00 PM	12:00 AM
2015	Transit				0	9	36	108	162	173	180	171	176	180	180	54	18	9	4	0	0	0	0	
	Non-Transit				0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	
	Release	1,000	991	964	892	838	827	810	819	824	820	820	820	820	820	946	982	991	996	1,000	1,000	1,000	1,000	
Surplus/ Deficit					1,000	991	964	877	796	565	371	316	307	322	343	369	417	451	327	379	632	769	824	1,000
2016	Transit				0	10	40	121	182	194	202	192	198	202	202	61	20	10	4	0	0	0	0	
	Non-Transit				0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	
	Release	1,000	990	960	879	818	806	798	808	802	798	788	798	798	798	938	980	990	996	1,000	1,000	1,000	1,000	
Surplus/ Deficit					1,000	990	960	864	776	574	351	345	286	300	311	347	410	448	326	379	632	769	824	1,000
2017	Transit				0	11	45	135	202	216	225	213	220	225	225	67	22	11	4	0	0	0	0	
	Non-Transit				0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	
	Release	1,000	988	955	865	798	784	775	787	780	775	760	775	775	775	933	978	989	996	1,000	1,000	1,000	1,000	
Surplus/ Deficit					1,000	988	955	850	756	552	329	324	264	278	259	325	404	446	325	378	632	769	824	1,000
2018	Transit				0	12	48	148	222	237	247	235	242	247	247	74	25	12	5	0	0	0	0	
	Non-Transit				0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	
	Release	1,000	988	951	852	778	763	753	765	758	753	753	753	753	926	975	988	996	1,000	1,000	1,000	1,000		
Surplus/ Deficit					1,000	988	951	837	736	531	307	302	242	255	276	301	397	444	324	378	632	769	824	1,000
2019	Transit				0	13	54	162	242	259	269	256	264	269	269	81	27	13	5	0	0	0	0	
	Non-Transit				0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	
	Release	1,000	987	946	838	758	741	731	744	736	731	731	731	731	926	975	988	996	1,000	1,000	1,000	1,000		
Surplus/ Deficit					1,000	987	946	824	716	509	284	281	220	233	254	280	360	442	323	377	632	769	824	1,000
2020	Transit				0	15	58	175	263	280	292	277	286	292	292	88	29	15	6	0	0	0	0	
	Non-Transit				0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	
	Release	1,000	985	941	825	733	720	708	723	714	708	708	708	708	913	971	985	994	1,000	1,000	1,000	1,000		
Surplus/ Deficit					1,000	985	941	810	696	488	262	260	198	211	232	258	384	439	322	377	632	769	824	1,000
2021	Transit				0	16	63	188	283	301	314	298	308	314	314	94	31	16	6	0	0	0	0	
	Non-Transit				0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	
	Release	1,000	984	937	812	717	699	686	702	692	676	676	676	676	906	966	984	994	1,000	1,000	1,000	1,000		
Surplus/ Deficit					1,000	984	937	797	676	466	240	239	178	188	209	233	377	437	320	377	632	769	824	1,000
2022	Transit				0	17	67	202	303	323	336	310	320	326	326	101	34	17	7	0	0	0	0	
	Non-Transit				0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	
	Release	1,000	983	931	798	697	677	664	680	670	664	664	664	664	906	966	983	993	1,000	1,000	1,000	1,000		
Surplus/ Deficit					1,000	983	933	783	636	445	217	218	154	166	187	213	370	435	319	376	632	769	824	1,000
2023	Transit				0	18	72	215	313	344	359	341	351	359	359	108	36	18	7	0	0	0	0	
	Non-Transit				0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	
	Release	1,000	982	921	785	677	655	641	659	649	641	641	641	641	906	966	982	993	1,000	1,000	1,000	1,000		
Surplus/ Deficit					1,000	982	921	770	616	423	195	196	132	144	165	191	364	433	318	376	632	769	824	1,000
2024	Transit				0	19	75	228	343	366	381	362	373	381	381	114	38	19	8	0	0	0	0	
	Non-Transit				0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	
	Release	1,000	981	924	771	657	634	619	638	627	619	619	619	619	906	966	981	992	1,000	1,000	1,000	1,000		
Surplus/ Deficit					1,000	981	921	757	616	401	173	175	110	121	142	168	357	430	317	375	632	769	824	1,000

Total Parking Requirements		5:00 AM	6:00 AM	7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM	10:00 PM	11:00 PM	12:00 PM
2025	Transit	0	20	81	242	363	387	403	383	393	403	403	403	421	40	20	8	0	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	980	919	758	637	613	597	617	605	597	597	597	879	960	980	992	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	960	919	743	595	381	150	154	89	99	120	146	350	428	316	375	632	769	824	1,000
2026	Transit	0	21	85	255	383	409	426	404	417	426	426	426	428	43	21	9	0	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	979	915	745	617	591	574	586	583	574	574	574	822	957	979	991	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	979	915	730	575	359	128	133	67	77	98	124	343	426	315	374	632	769	824	1,000
2027	Transit	0	22	90	269	403	430	448	416	439	448	448	448	448	134	45	22	9	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	978	910	731	597	570	552	574	561	552	552	552	855	955	978	991	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	978	910	716	555	338	106	112	45	54	75	101	337	424	314	374	632	769	824	1,000
2028	Transit	0	24	94	282	423	452	470	447	461	470	470	470	470	141	47	24	9	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	976	904	718	577	548	530	553	539	530	530	530	859	953	976	991	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	976	904	703	535	316	83	90	23	31	53	79	330	422	313	373	632	769	824	1,000
2029	Transit	0	25	99	296	445	473	493	468	482	493	493	493	493	148	49	25	10	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	975	901	704	557	527	507	532	517	507	507	507	852	951	975	990	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	975	901	690	515	295	61	69	1	10	31	57	323	419	312	373	632	769	824	1,000
2030	Transit	0	26	103	309	464	494	515	489	505	515	515	515	515	155	52	26	10	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	974	897	691	537	506	485	511	495	485	485	485	846	949	974	990	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	974	897	676	495	273	59	44	-21	-13	8	34	317	417	310	373	632	769	824	1,000
2031	Transit	0	27	107	322	484	516	537	510	527	537	537	537	537	161	54	27	11	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	973	891	678	516	484	463	490	473	463	463	463	839	946	973	989	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	973	891	663	475	293	16	27	-43	-35	-14	17	310	415	309	372	632	769	824	1,000
2032	Transit	0	28	112	336	504	537	560	532	548	560	560	560	560	168	56	28	11	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	972	898	664	496	463	440	468	452	440	440	440	832	944	972	989	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	972	898	649	459	280	-6	5	-65	-57	-36	-10	308	413	308	372	632	769	824	1,000
2033	Transit	0	29	116	349	524	559	582	553	570	582	582	582	582	175	58	29	12	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	971	884	691	478	441	418	447	430	418	418	418	825	942	971	988	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	971	884	636	435	209	-28	-16	-87	-80	-59	-33	297	410	307	371	632	769	824	1,000
2034	Transit	0	30	121	363	544	580	604	574	592	604	604	604	604	181	60	30	12	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	970	879	637	456	420	396	426	408	396	396	396	819	940	970	988	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	970	879	623	415	188	-51	-37	-108	-102	-81	-55	290	403	304	371	632	769	824	1,000
2035	Transit	0	31	125	376	564	601	627	595	614	627	627	627	627	188	63	31	13	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	969	875	624	436	399	373	405	384	373	373	373	812	937	969	987	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	969	875	609	394	166	-73	-58	-130	-124	-103	-77	283	406	303	370	632	769	824	1,000
2036	Transit	0	32	130	389	584	623	649	617	636	649	649	649	649	195	65	32	13	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	968	870	611	416	377	351	383	364	351	351	351	805	935	968	987	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	968	870	596	374	145	-85	-78	-151	-147	-126	-100	276	404	304	370	632	769	824	1,000
2037	Transit	0	34	134	403	604	644	671	638	658	671	671	671	671	201	67	34	13	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	966	865	597	396	356	329	352	342	329	329	329	799	933	966	987	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	966	865	582	354	123	-118	-101	-174	-169	-148	-122	270	401	303	369	632	769	824	1,000

Total Parking Requirements		5:00 AM	6:00 AM	7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM	10:00 PM	11:00 PM	12:00 PM
2033	Transit	0	35	133	416	624	666	694	659	680	694	694	694	208	69	35	14	0	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	551	664	617	368	231	176	0
	Release	1,000	965	861	584	376	334	306	341	320	306	306	306	782	931	965	985	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	965	861	569	334	101	-140	-122	-195	-191	-170	-144	263	399	302	369	632	769	824	1,000
2039	Transit	0	36	143	430	644	687	716	680	702	716	716	716	215	72	36	14	0	0	0	0
	Non-Transit	0	0	0	15	42	232	446	483	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	964	857	570	356	313	284	320	298	284	284	284	785	928	964	986	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	964	857	556	314	80	-162	-143	-218	-214	-193	-167	256	397	300	369	632	769	824	1,000
2040	Transit	0	37	148	443	665	709	738	701	724	738	738	738	222	74	37	15	0	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	963	852	557	336	291	262	299	276	262	262	262	779	924	963	985	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	963	852	542	294	59	-185	-164	-240	-236	-215	-189	250	385	299	368	632	769	824	1,000
2041	Transit	0	38	152	456	685	730	761	723	745	761	761	761	228	76	38	15	0	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	962	848	544	315	270	238	277	255	239	239	239	723	924	962	985	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	962	848	529	274	38	-207	-186	-261	-258	-237	-211	243	393	298	368	632	769	824	1,000
2042	Transit	0	39	157	470	705	752	783	745	767	783	783	783	235	78	39	16	0	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	961	843	530	295	248	217	256	233	217	217	217	765	922	961	984	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	961	843	515	254	14	-229	-207	-283	-281	-260	-234	236	390	297	367	632	769	824	1,000
2043	Transit	0	40	162	483	725	773	805	765	789	805	805	805	242	81	40	16	0	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	960	833	517	275	227	185	235	211	195	195	195	758	919	960	984	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	960	833	502	234	-5	-252	-218	-305	-303	-282	-256	230	388	296	367	632	769	824	1,000
2044	Transit	0	41	166	497	745	795	828	788	811	828	828	828	248	83	41	17	0	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	959	834	503	255	205	172	214	189	172	172	172	752	917	959	983	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	959	834	489	214	-27	-274	-249	-327	-325	-304	-278	229	386	295	364	632	769	824	1,000
2045	Transit	0	43	170	510	765	816	850	808	833	850	850	850	255	85	43	17	0	0	0	0
	Non-Transit	0	0	0	15	42	232	446	463	516	498	477	451	529	531	664	617	368	231	176	0
	Release	1,000	958	830	490	235	184	150	193	167	150	150	150	745	915	958	983	1,000	1,000	1,000	1,000
	Surplus/ Deficit	1,000	958	830	475	193	-48	-286	-270	-349	-344	-327	-301	216	384	294	366	632	769	824	1,000

Homestead Station Parking Analysis

Attachment C

Homestead Station Parking Analysis

Schedule for Retention of Parking Spaces for Transit Users

The City shall designate certain parking spaces within the Multimodal Transit Station as "Transit Spaces". Transit Spaces shall be reserved for those individuals utilizing public transportation during peak transit times in accordance with the schedule below.

I. Weekday Schedule (Monday through Friday)

- 5:00 A.M. to 11:00 A.M. 850 designated Transit Spaces.
- 11:00 A.M. 255 Transit Spaces released.
- 12:00 P.M. 179 Transit Spaces released.
- 1:00 P.M. 125 Transit Spaces released.
- 2:00 P.M. 87 Transit Spaces released.
- 3:00 P.M. 54 Transit Spaces released.

II. Weekend (Saturday-Sunday)

- 5:00 A.M to 9:00 A.M. 850 designated Transit Spaces.
- 9:00 A.M. 500 Transit Spaces released.
- 11:00 A.M. 200 Transit Spaces released.

EXHIBIT “E”

Homestead Station Parking Analysis

Schedule for Retention of Parking Spaces for Transit Users

The City shall designate certain parking spaces within the Multimodal Transit Station as "Transit Spaces". Transit Spaces shall be reserved for those individuals utilizing public transportation during peak transit times in accordance with the schedule below.

I. Weekday Schedule (Monday through Friday)

- 5:00 A.M. to 11:00 A.M. 850 designated Transit Spaces.
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- 1:00 P.M. 125 Transit Spaces released.
- 2:00 P.M. 87 Transit Spaces released.
- 3:00 P.M. 54 Transit Spaces released.

II. Weekend (Saturday-Sunday)

- 5:00 A.M to 9:00 A.M. 850 designated Transit Spaces.
- 9:00 A.M. 500 Transit Spaces released.
- 11:00 A.M. 200 Transit Spaces released.

EXHIBIT “F”

Maria E. Cerice

From: Matthew Pearl
Sent: Monday, March 18, 2019 4:45 PM
To: Maria E. Cerice
Subject: FW: City of Homestead Multimodal Transit Facility

Importance: High

From: Scurr, Charles (CITT) <Charles.Scurr@miamidade.gov>
Sent: Friday, March 31, 2017 1:18 PM
To: Gail D. Serota <GSerota@wsh-law.com>
Cc: Mitchell Bierman <mbierman@wsh-law.com>; Matthew Pearl <MPearl@wsh-law.com>; 'George Gretsas' <ggretsas@cityofhomestead.com>; Richard Jay Weiss <RWeiss@wsh-law.com>; 'Cate McCaffrey' <cmccaffrey@cityofhomestead.com>; 'Gemma Torcivia' <GTorcivia@cityofhomestead.com>
Subject: RE: City of Homestead Multimodal Transit Facility
Importance: High

Gail/Mitch

Sections 9.1-9.3 appear to be consistent with the action of the CITT and there is no objection. It should be noted that the lease should include a provision concerning revenues generated from the transit spaces per the December 16, 2015 action of the Trust: "Any funds generated from the surtax funded portion of the project (i.e. parking revenues, etc.) shall be used for project or for other transit related purposes. They shall not be used for the larger development project."

Hope this helps.

Charles Scurr

From: Gail D. Serota [<mailto:GSerota@wsh-law.com>]
Sent: Wednesday, March 22, 2017 9:50 AM
To: Scurr, Charles (CITT) <Charles.Scurr@miamidade.gov>
Cc: Mitchell Bierman <mbierman@wsh-law.com>; Matthew Pearl <MPearl@wsh-law.com>; 'George Gretsas' <ggretsas@cityofhomestead.com>; Richard Jay Weiss <RWeiss@wsh-law.com>; 'Cate McCaffrey' <cmccaffrey@cityofhomestead.com>; 'Gemma Torcivia' <GTorcivia@cityofhomestead.com>
Subject: City of Homestead Multimodal Transit Facility

Hi, Chas. Hope all is well with you and Barbara. At Mitch Bierman's suggestion, I am sending you the proposed Development Agreement and Public Facility Ground Lease pertaining to Homestead's Multimodal Transit Facility. These documents are on the City's agenda for its Council meeting this evening. I wanted to check with you regarding Sections 9.1-9.3 of the Ground Lease, which address the parking rates to be charged and allocation of parking spaces in the garage. Under Section 9.3 of the Ground Lease, the Tenant agrees to amend the Lease if required by either the FTA or the CITT in connection with the funding from the respective agencies. However, the City would like to find out if the requirements set out in 9.1 and 9.2 of the Lease meet with the CITT's requirements. In particular, what would be the process for obtaining approval from the CITT for the release of "Transit Spaces" for non-transit uses?

I will be in Homestead for much of the day, so please call me on my cell (305 979 9386) if you are available to discuss this.

Gail D. Serota
Direct: 305 728 4104
Cell: 305 979 9386

Gail Serota
Partner



WEISS SEROTA HELFMAN
COLE & BIERMAN

AT THE CROSSROADS OF BUSINESS, GOVERNMENT & THE LAW



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EXHIBIT “G”

City of Homestead, Florida
 Homestead Station: A Multimodal Transit Center
 Funding Sources and Uses
 Prepared on March 18, 2019

DRAFT

DESCRIPTION	Funding Source	%	TYPE of FUNDING	AMOUNT	STATUS
FUNDING SOURCES:					
PTP funded portion of Bonds:					
\$1.4 million annual debt service	PTP	57.94%		24,453,333	78%
Non-ad Valorem Revenues funded portion of Bonds					
\$400,000 annual debt service	OTHER	16.55%		6,986,667	22%
Taxable Revenue Bonds (actual)			Bonds Total	\$ 31,440,000	100%
FY 2018 Interest Income on Bonds (\$347,614 x 78%)	PTP	0.64%		\$ 270,366	78%
FY 2018 Interest Income on Bonds (\$347,614 x 22%)	OTHER	0.18%		\$ 77,248	22%
			Interest Income Bonds	\$ 347,614	100%
City PTP Fund Balance for land acquisitions	PTP	8.93%	Equity	3,767,934	
City PTP Funds on hand for demolitions	PTP	0.71%	Equity	297,876	
City PTP Funds on hand to pay professional fees/tenant relocations	PTP	1.55%	Equity	652,196	
City PTP Entitlement (from County)	PTP	13.51%	Entitlement	5,700,000	????
Total Public Project Funding (Land, Construction, and Other Fees)		100.00%		42,205,620	Public Project

SUMMARY OF PROJECTS COSTS BY FUNDING SOURCES

DESCRIPTION	% of Project	Funding Source	Amounts	Subtotals
Funding Sources: ** (See details above)				
Resources before Interest Income			\$ 41,858,006	
Interest Income FY 2018			\$ 347,614	
		PROJECT FUNDING	\$ 42,205,620	
				subtotals
Recap of Uses by funding source:				
Land Acquisitions (Parcels 1, 3, 2 & 6)	8.93%	PTP	\$ (3,767,934)	
NAPA/DRYER land acquisitions (public project)	7.64%	BONDS	\$ (3,225,890)	
Bond Issuance Costs/Bank Charges	1.29%	BONDS	\$ (546,260)	
Demolition Costs (public project)	0.71%	PTP	\$ (297,876)	
Axiom Contract	64.68%	BONDS	\$ (27,297,618)	Axiom Contract
Axiom Contract	13.51%	PTP (COUNTY)	\$ (5,700,000)	\$ (32,997,618)
		subtotal	\$ (40,835,578)	
Legal Fees through FY2018	1.58%	BONDS	\$ (668,801)	
Professional Fees/Tenant Relocations FY 2015-2017	1.55%	PTP	\$ (652,196)	
Contingency in MTC Fund (surplus funds)	0.12%	BONDS	\$ (49,045)	
	100.00%	PROJECT COSTS	\$ (42,205,620)	

RECAP OF PROJECTS COSTS BY FUNDING SOURCES

Allocation of Bond funded items, by funding source. PTP = 78% based on annual debt service funding by PTP of \$1.4M/\$1.8M. Original Proceeds plus Interest Income

Allocation of Bond Funding Sources:

		%
BONDS	\$ (31,787,614)	100%
BONDS-PTP	\$ (24,723,700)	78%
BONDS-Other (GF)	\$ (7,063,914)	22%

ALLOCATION RECAP FOR ALL FUNDING SOURCES

PTP-City	\$ (4,718,006)	
PTP-County	\$ (5,700,000)	
PTP-Bonds (with Interest Income)	\$ (24,723,700)	
TOTAL PTP FUNDED COSTS	\$ (35,141,706)	83%
BONDS-Other (GF) (w/Int. Inc)	\$ (7,063,914)	17%
TOTAL PROJECT COSTS	\$ (42,205,620)	



Attachment II
Citizens' Independent Transportation Trust

111 NW 1st Street • Suite 1010

Miami, Florida 33128

T 305-375-1357 F 305-375-4605

Transportation Trust @GoCITT

miamidade.gov/citt

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Hon. Amy Steele Donner

L. Elijah Stiers, Esq.

Executive Director

Javier A. Betancourt

* Past Chairperson

April 16, 2019

Cathy Jackson

Director

Audit and Management Services Department

Overtown Transit Village

701 NW 1st Court – Suite 8-175

Miami, Florida 33136

Dear Ms. Jackson,

The Office of the Citizens' Independent Transportation Trust ("OCITT") is in receipt of both the draft audit report for the City of Homestead prepared by the Miami-Dade County Office of Audit & Management Services ("AMS"), dated February 13, 2019, and the response to the draft audit report by the City of Homestead's counsel ("City"), dated March 25, 2019.

Upon careful review of both your audit and the City's response, the OCITT makes the following findings:

1. The representations made by the City in its response reflect an accurate portrayal of the agreements and commitments made by the OCITT to the City with respect to the City's use of its municipal surtax funds for costs associated with the Homestead Multimodal Station and Parking Facility ("Multimodal Station"). The City relied on these commitments to proceed with the development of the Multimodal Station, which is currently under construction, and would suffer undue harm if those commitments were not to be honored.
2. The Multimodal Station project will complement and support the South Dade Rapid Transit Corridor -- a component of the Strategic Miami Area Rapid Transit (SMART) Plan -- which has been officially designated as a priority transportation project by Miami-Dade County. Benefits of the project include the provision of abundant parking for transit patrons, as well as the inclusion of transit-supportive commercial uses that will help to generate transit trips.
3. The OCITT's agreements and commitments to the City were based on analysis by subject matter experts, and also by a general deference given to municipalities, consistent with the principles of democratic self-governance and home-rule, to best determine the most appropriate use of their surtax funds, so long as they fall within the established parameters and laws governing said use.

Pursuant to these findings, the OCITT agrees with the City that the use of their municipal surtax funds for development of the Multimodal Station is appropriate, and not subject to withholding or recapture of said funds. Consistent with past administrative practices, this determination by the OCITT is final, and requires no further action by the Citizens' Independent Transportation Trust or Board of County Commissioners.

Sincerely,

Javier A. Betancourt, Executive Director

pc: George Gretsas, City Manager – City of Homestead

Mitchell A. Bierman, Miami-Dade Office Managing Director – Weiss Serota Helfman
Cole & Bierman, P.L.