

**NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY**  
**VIRTUAL MEETING OF THE BOARD OF COMMISSIONERS**

<https://miamidade.zoom.us/j/96772669035>

TUESDAY, SEPTEMBER 15, 2020 MEETING AGENDA  
2:00 PM – 4:00 PM

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**Instructions for Public Comment Participation:**

- Call 305-375-2820 no later than Noon on Tuesday, September 15, 2020, and leave a voice message which will be played during the meeting; include your name, address and the number of the agenda item(s) you wish to address.
  - Send an e-mail to [jasoner@miamidade.gov](mailto:jasoner@miamidade.gov) no later than Noon on Tuesday, September 15, 2020, which will be read into the record; include your name, address and the number of the agenda item(s) you wish to address.
  - Voice messages, or e-mails once read, shall not exceed two minutes.
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|--------------|--|--|
| <b>I.</b>    | Meeting Call to Order, Roll Call, Virtual Meeting<br>Procedures & Instructions   | Jorge Fernandez / Chairman Forbes  |
| <b>II.</b>   | Reasonable Opportunity for the Public to be Heard <ul style="list-style-type: none"><li>• Electronic messages &amp; phone calls received will be read / introduced</li></ul>   | Staff  |
| <b>III.</b>  | Approval of Agenda   |  |
| <b>IV.</b>   | Approval of Minutes <ul style="list-style-type: none"><li>a. June 29, 2020 Meeting</li></ul>   |  |
| <b>V.</b>    | <b>Discussion Items &amp; Presentations</b> <ul style="list-style-type: none"><li>A. Website Development Progress Presentation</li><li>B. Unsolicited Project Financial Assistance Requests</li><li>C. Housing Assistance for Military Families</li><li>D. Establishing Business Grant Programs</li><li>E. Additional Parking for Community Center</li></ul> | Roar Media Team<br>Staff / Kevin Greiner<br>Staff / Kametra Driver<br>Staff / Kevin Greiner<br>Staff / Stuart Archer |
| <b>VI.</b>   | <b>Action Items</b> <ul style="list-style-type: none"><li>A. Resolution Adopting Fiscal Year 2020-21 Budget</li></ul>  | Staff / Steve Zelkowitz  |
| <b>VII.</b>  | <b>Consent Reports on Board Programs &amp; Initiatives</b> <ul style="list-style-type: none"><li>A. Community Policing Program Reports July - August</li><li>B. Emergency Business Grant Program Implementation</li><li>C. Economic Development Coordinator Report</li></ul>   | Lt. Alexander Rice, MDPD<br>Staff, Leroy Jones, NANA<br>Kevin Greiner, UrbanCentric                                  |
| <b>VIII.</b> | Adjournment  |  |

<http://www.miamidade.gov/global/government/boards/naranja-lakes-cra.page>

**SUMMARY AND OFFICIAL MINUTES  
NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY  
June 26, 2020 – 3:00 P.M.  
Virtual Meeting**

**Meeting Call to Order, Roll Call and General Virtual Meeting Procedures**

Mr. Fernandez called the meeting to order at 3:06 P.M. Roll Call was as follows:

- Present: Chairman Kenneth Forbes, Vice-Chairman Stuart Archer, Alex Ballina, Kametra Driver and Mark Wilson
- County Staff Present: Jorge M. Fernandez, Jr. & Jason E. Rodriguez, Office of Management and Budget (OMB)
- CRA Staff Present: Kevin Greiner, Economic Development Coordinator & Jacques Hart, Marketing and Public Relations
- Meeting Participants: Leroy Jones, Executive Director, Neighbors and Neighbors Association, Inc (NANA) Alice Townsend, Grant Program Coordinator, NANA

Mr. Fernandez stated that the Board's meeting is a Virtual Meeting conducted in keeping with the format approved under Florida Governor Ron DeSantis' Executive Order and adopted by the Miami-Dade County Board of Commission in March 2020.

Mr. Fernandez explained that due to the nature of the virtual meeting format he will moderate the meeting to ensure an orderly procession and that every Member, including members of the Public, get an opportunity to speak and ask questions. Mr. Fernandez provided instructions to the Board as to who to indicate their desire to speak by raising the hand icon through the Zoom application. He noted that meeting participants will be placed on mute and that he will unmute them when they are recognized to speak. He also indicated that for the action items once read into the record a motion and second – by raised hand indication, was required to initiate a discussion on the item and that he would call on each member for questions or comments on the item.

**Open Forum for Public Comments**

Mr. Rodriguez stated that no phone call messages or emails were received from the public to participate in the virtual meeting.

**Approval of Agenda & Approval of Minutes**

Mr. Archer moved to approve the meeting agenda. The motion was seconded by Mr. Ballina. Motion passed unanimously.

Mr. Archer moved to approve the February 24, 2020 meeting minutes. The motion was seconded by Ms. Driver. Motion passed unanimously.

Mr. Archer moved to approve the May 8, 2020 meeting minutes. The motion was seconded by Mr. Forbes. Motion passed unanimously.

### **Reports on Prior Board Programs & Directives**

#### **A. Emergency Business Grant Program Implementation**

Mr. Jones stated that fifteen businesses have been approved for the emergency business grant program since the program implementation in May. He noted that NANA's staff have aggressively canvassed the CRA business area, meeting and talking with business owners, whether in person or by phone to create awareness of the grant program. Mr. Jones recommended that, given the low number of applicants thus far, the Board consider increasing the grant funding from \$3,000 to \$7,000 - \$10,000 to make the program more appealing to business owners. He noted that NANA is working with the County's NW 7<sup>th</sup> Avenue and NW 79<sup>th</sup> Street Corridors CRAs and that both CRAs have amended their initial grant programs to increase the funding amount.

Mr. Fernandez explained that the businesses approved to receive funding get the funds directly from NANA. He noted that the grant program was designed to expedite the disbursement of funds to the business owners. Once NANA reviews and approves those business owner's applications, it submits a funding request to the County and a check is issued directly to NANA for disbursement.

In response to a concern from Ms. Driver as to whether business owners were not applying because the funding is too low, Mr. Jones stated that the response in the first three weeks of the program was acceptable but that more can be done to help businesses as more people are being asked to stay at home during the pandemic. He also noted that there are other programs with larger funding and that applicants tend to apply for those funds rather than to go after lower amount of funding. Ms. Driver noted that if business owners were not willing to fill out an application for funding because the funds were not substantial then the business owners may not be as desperate for funding.

Mr. Forbes noted that for many business owners who do not have relationships with financial institutions to assist them with accessing the federal assistance, a \$3,000 grant may not be enough to help businesses stay open during this crisis.

In response to a suggestion from Mr. Jones about surveying business owners, Mr. Forbes emphasized that the survey should include how much additional funding business owners need and that the survey should identify impediments keeping them from not to apply for the available CRA funding.

Mr. Fernandez suggested that for the time being, the Board leave the program as is to give more time to NANA to continue doing outreach and education to get business owners to apply.

## **B. Outreach to Farm Share Inc. regarding food distribution**

Mr. Fernandez stated that staff conducted several conversations with Farm Share's Executive Director to explore the possibility of conducting food distribution within the Area. He noted that staff reviewed and discussed Farm Share's proposal, but decided not to move forward because it was not clear how Farm Share could guarantee that only Area residents would receive food funded with a CRA contribution. Mr. Fernandez stated that should other organizations be identified that can provide local food distribution services to the Area, the initiative can be reconsidered by the Board.

## **C. Economic Development Coordinator Monthly Report**

Mr. Greiner stated that recovering from this pandemic is going to be difficult and that currently job losses are being under reported. He noted that after the last recession it took well over five years for the economy to flourish. He anticipates that the job loss in the CRA may exceed expectations and that to prevent further bleeding in the community, it may be the right time for the Board to adopt a commercial business grant program to augment funding needs once the current emergency business grant program closes out. Mr. Greiner also stated that the development project presented to the Board and conceived as the Area's signature development project, the expansion of the Redland Market Village, is rethinking its plan going further considering the current uncertainties. He expressed great concerns with increasing foreclosures, especially among low income earners, noting that it will be detrimental for the area residents.

Mr. Ballina noted that homeowners have several options in terms of forbearance agreements to assist them with their home owner situations. He noted that renters are probably going to be the most greatly affected, even with the current 90 days deferral on tenant evictions. He also stated that County's Rental Assistance Programs are already running short on funding.

## **D. Community Policing Program Reports February – May**

Mr. Fernandez stated that Sergeant Segovia has been reassigned to the Kendall Police District and introduced the new police liaison to the Agency's Community Policing Program, Lieutenant Alexander Rice. Lt. Rice stated that he will be increasing community engagement activities starting with three details planned in the upcoming days to make general contact and pass along crime stoppers brochures. He will also be deploying bike detailed officers to be visible around the area neighborhoods. Lt. Rice stated that he is tracking down the status of the Speed Trailer purchase the CRA funded. He noted that the paperwork for its purchased was already submitted and that as soon as he has more information about it, he will share it with staff.

Mr. Forbes moved to accept the Community Policing Reports distributed with the Agenda package.

## **E. Additional Parking for Community Center**

Mr. Fernandez stated that the County's Internal Services Department has provided an estimate in response to the Board's request for a design and build project to construct eighteen parking spaces in the north side of the CRA community center. He stated that the approximate cost is \$200,000. Mr. Fernandez indicated that the next step will be to prepare a formal project estimate that can then be send out to the existing

companies in the Internal Services Department construction pool to seek actual bids. Once that process is completed, staff will then bring back to the Board the bid results to seek direction as to whether to proceed with the construction project.

#### **F. Marketing & Public Relations Firm, Roar Media, LLC**

Mr. Fernandez stated that before the pandemic, staff had been negotiating a contract for marketing and public relations services with Roar Media, LLC. He noted that staff recently discussed with Roar Media's CEO, Jacques Hart, how to move forward with the Board's goals outlined in the Request for Proposals Scope of Services under the current working environment.

Mr. Hart noted that while the world has changed dramatically since Roar Media was chosen as the company to provide the desired marketing and public relations services, in moving forward he envisioned reshuffling the deck on some of the initial goals relating to rebranding the Area. He stated that a tactical and focus approach can be implemented to leverage marketing to address some of the current issues affecting the area and the business community. He noted that at this juncture of time it may not be a suitable moment to rebrand the area with a new name, as envisioned in the Scope of Services; however that there are many other aspects of the marketing plan that can be implemented and modified to address the needs of this moment.

Mr. Fernandez stated that a good place to start would be for Roar Media's team to have one on one conversations with the Board members to identify individual interests and priorities, which can then be discussed collectively to make decisions going forward.

#### **Next Meeting Date & Adjournment**

Mr. Fernandez stated that the Board might meet again on July 27<sup>th</sup> and that staff will contact members to confirm availability. The meeting was adjourned at 4:15 P.M.



## Memorandum to the Board

### Unsolicited Project Assistance Offer Policy

#### Overview

**Unsolicited Project Assistance Requests** are requests for project development assistance that are outside the CRA's grant programs or RFP process. This memorandum recommends guidelines for evaluating project, business, and development funding assistance requests.

#### *Types of Project Assistance Funding CRA will consider*

The Board should not consider funding for operational expenses, salaries, fees, or professional expenses, but the CRA's funds should be invested in:

- Infrastructure improvements
- Building improvements
- Other physical investment in the proposed property—but tangible investments in real property

#### *Projects to be Considered*

Under the CRA Action Plan, priority consideration will be given for:

- Mixed-Use developments including housing, retail, office, and co-working space;
- High density mixed-use Transit Oriented Developments (TOD);
- Mixed-income housing projects, rather than exclusively low income housing;
- Office and co-working development;
- Light industrial, assembly, food and agricultural processing;
- Destination retail, entertainment, arts, and cultural developments

Under no circumstances will the CRA fund:

- Liquor stores;
- Adult entertainment or adult product retail; nor
- Religious institutions. However, the CRA will consider projects of the types listed above **developed** by religious organizations.

#### *Project Size Threshold*

The unsolicited offer process is to be used for projects that are larger than its small business grant programs. The minimum size for projects to be considered for funding assistance are:

- 30 housing units or more;
- The creation of 15 new permanent jobs; and/or
- Delivering crucial services or products to CRA residents whose household income at or below the 2 bottom household income quintiles for Miami-Dade County.

### ***Evaluation Criteria***

The CRA will projects of the types listed above, based on how they achieve the following criteria, based on the CRA's Goals.

#### **Establish Need**

The Project Developer or owner must establish a need for CRA funding assistance. Need for assistance may include, but not be limited to:

- Unanticipated or extraordinary unanticipated project physical costs;
- Unanticipated regulatory requirements that increase cost;
- Unanticipated market shocks (including global pandemics, material shortage, etc.) that negatively impact project economics; or
- The Project serves CRA residents demonstrating clear need, including low incomes, or a lack of essential services including education, training, jobs, and/or low incomes.

#### **Building Local Human Capital**

- For job creating projects 50 percent of the permanent jobs created by the Project must pay more than the Miami-Dade County median wage—currently \$30,208

#### **Addressing Housing Market Imbalances**

- A minimum of 25% of housing units developed in the Proposed Project units must be workforce affordable units. Workforce housing units are defined as those affordable to households earning 80-140% of the County **Area Median Income**, using HUD rental guidelines established and updated annually for Miami-Dade County.
- Housing units can be for rental or ownership

#### **Reducing Traffic Congestion**

The Project must demonstrate that it is reducing daily vehicle trips—commuting and/or local shopping. Developer must demonstrate that she is implementing strategies to reduce vehicular traffic including, but not limited to:

- Developer owner must establish that employment opportunities for residents of proposed housing units are available within a 1-mile radius of the project, at a ratio of 1 per household;
- Housing unit design that supports live-work, working from home, telecommuting, including a home office or workspace separate office space in housing units to support home-based businesses or telecommuting;
- Providing ultra-high-speed internet services and property-wide Wi-Fi to all project residents;
- Providing on-site shared office and/or co-working facilities within the project, available to residents;
- Showing proximity within ¼ mile, to mass transit. If Project is not within ¼ mile to mass transit, developer must show or provide access to shuttle service to nearby mass transit;

- The project or developer is providing, or providing access to, alternative transportation including shuttles, buses; ride sharing, employer sponsored park & ride support, employer sponsored mass transit support for employees, or employer sponsored shuttle service to mass transit
- Developer must show proximity to neighborhood retail and essential services, including grocery, healthcare and entertainment. If access to essential services are not within ½ mile of the project, developer must show availability of alternative (non-vehicular) shuttles and mobility services are available to residents of the project. Project will receive highest consideration if it provides alternative (non-automobile or shared auto) shuttle services to essential neighborhood services.

### **Environmental Sustainability**

- Developer must demonstrate that the construction and operation of the project is reducing carbon emissions and supporting long-term environmental sustainability. Strategies may include, but not be limited to: using LEED-certified construction, retrofitting with high energy efficient system and equipment, or using or purchasing zero-carbon energy including wind and solar.

### **Expanding Economic Opportunity and Upward Mobility**

- The Developer must show that the Project will be using Local hiring preferences (inside the boundaries of the CRA) for construction and permanent jobs created by the Project. Local hiring targets are 1) 30% of all construction jobs for residents of the CRA, 2) 25% of the total construction cost will be used to hire construction firms located within the CRA, and 3) 25% of all permanent jobs will be maintained for 5 years from the date of opening for CRA residents.
- Developer will in fact be required to enter into a Community Benefits with CRA legally requiring the Developer to meet the local hiring conditions.

### **Additional goals/considerations**

- **Supporting Local Innovation and Growing Competitiveness:** if applicable, show how the Project helps support and/or create new businesses in the CRA, or provides technology or technical capacity for other businesses in the CRA to expand, grow market share, and/or compete in new markets.
- **Does the Project Support Upward Economic Mobility?** Show how the project provides job and economic opportunities for CRA residents to gain employment, and advance their careers, with the Project business, or how it increases their skills to move up the employment ladder in the future.



Note: The general hold harmless provisions of IRC Section 142(d)(2)(E) mean that projects with at least one building placed in service on or before the end of the 45-day transition period for newly-released limits use whichever limits are greater, the current-year limits or the limits in use the preceding year.

**2020 Income Limits and Rent Limits**  
**Florida Housing Finance Corporation**  
**Multifamily Rental Programs and CWHIP Homeownership Program**  
**NOTE: Does not pertain to CDBG-DR, HHRP, HOME, NHTF or SHIP**

HUD release: 3/31/2020  
Effective: 4/1/2020  
Implement on/before: 5/16/2020  
FHFC Posted: 4/9/2020

County (Metro)	Percentage Category	Income Limit by Number of Persons in Household										Rent Limit by Number of Bedrooms in Unit					
		1	2	3	4	5	6	7	8	9	10	0	1	2	3	4	5
Miami-Dade County (Miami-Miami Beach-Kendall HMFAs, Miami-Fort Lauderdale-West Palm Beach MSA)	20%	12,800	14,640	16,460	18,280	19,760	21,220	22,680	24,140	25,592	27,054	320	343	411	475	530	585
	25%	16,000	18,300	20,575	22,850	24,700	26,525	28,350	30,175	31,990	33,818	400	428	514	594	663	731
	28%	17,920	20,496	23,044	25,592	27,664	29,708	31,752	33,796	35,829	37,876	448	480	576	665	742	819
	30%	19,200	21,960	24,690	27,420	29,640	31,830	34,020	36,210	38,388	40,582	480	514	617	713	795	877
	33%	21,120	24,156	27,159	30,162	32,604	35,013	37,422	39,831	42,227	44,640	528	565	678	784	875	965
	35%	22,400	25,620	28,805	31,990	34,580	37,135	39,690	42,245	44,786	47,345	560	600	720	832	928	1,024
	40%	25,600	29,280	32,920	36,560	39,520	42,440	45,360	48,280	51,184	54,109	640	686	823	951	1,061	1,170
	45%	28,800	32,940	37,035	41,130	44,460	47,745	51,030	54,315	57,582	60,872	720	771	925	1,069	1,193	1,316
	50%	32,000	36,600	41,150	45,700	49,400	53,050	56,700	60,350	63,980	67,636	800	857	1,028	1,188	1,326	1,463
	60%	38,400	43,920	49,380	54,840	59,280	63,660	68,040	72,420	76,776	81,163	960	1,029	1,234	1,426	1,591	1,755
Median: 59,100	70%	44,800	51,240	57,610	63,980	69,160	74,270	79,380	84,490	89,572	94,690	1,120	1,200	1,440	1,664	1,856	2,048
	80%	51,200	58,560	65,840	73,120	79,040	84,880	90,720	96,560	102,368	108,218	1,280	1,372	1,646	1,902	2,122	2,341
	120%	76,800	87,840	98,760	109,680	118,560	127,320	136,080	144,840	153,552	162,326	1,920	2,058	2,469	2,853	3,183	3,511
	140%	89,600	102,480	115,220	127,960	138,320	148,540	158,760	168,980	179,144	189,381	2,240	2,401	2,880	3,328	3,713	4,096

Florida Housing Finance Corporation (FHFC) income and rent limits are based upon figures provided by the United States Department of Housing and Urban Development (HUD) and are subject to change. Updated schedules will be provided when changes occur.



## Memorandum to the CRA Board

### Establishing the CRA Business Grant Programs

July 2020

#### Overview

The CRA Board has identified the launch of a regular business assistance grant program as one of its top priorities in the CRA Action Plan. This memorandum discusses a recommended structure for two grant programs: 1) a **Commercial Improvement Grant**, and 2) a **Technology and Equipment Grant**.

As detailed in the CRA's Economic Competitiveness Assessment, the CRA needs to support business development within the CRA in order to:

- Retain existing jobs and enhance the skill level and pay of existing jobs of businesses in the CRA;
- Help existing businesses expand sales revenue, improve competitiveness or enter new markets;
- Create new jobs, in particular, high-skill, higher paying jobs with incomes at or above the Area Median Income for Miami-Dade County;
- Provide funding to help businesses leverage other funds to expand; and
- Attract new job-creating investment in the CRA;

***These goals are now even more important in the wake of the Novel Coronavirus Pandemic. Businesses in the CRA are rapidly losing income, and has been previously presented to the CRA Board, many are in danger of permanently closing if the Pandemic continues for even a short time. Many businesses are pivoting, changing their product mix, services, and physical infrastructure to adapt to the challenges of the Pandemic economy. Grant funding from the CRA can go a long way in ensuring the survival and future prosperity of its many small businesses.***

Staff is recommending the adoption of two grant programs, offered on a competitive basis twice each year.

#### The Naranja Lakes Commercial Improvement Grant

The Commercial Improvement Grant (CIG) will be offered to businesses applying for physical improvements, expansion or new construction at their property. The grant can be used for improvements to buildings and property, correction of code violations, and removal of architectural barriers to give access to disabled persons. Key aspects of the program are as follows.

##### ***Funding:***

Grants up to \$50,000, requiring a minimum 25% match of the total grant amount from Grantees.

##### ***ELIGIBLE COMMERCIAL IMPROVEMENTS***

Eligible property improvements funded by the CIG Program include but are not limited to:

- Exterior or Interior Painting

- Siding, Masonry or Stucco Facing
- Sewer hook-up
- Roof Repairs
- Exterior or Interior Lighting
- Exterior Signs
- Window or Door Replacement
- Awnings, Canopies and Shutters
- Historic Storefront Restoration
- Landscaping or Irrigation for Landscaping
- Surface Parking Lot Improvements
- Fences and Gates
- Resolution of Code Violations
- Improvements required by the Americans with Disabilities Act (ADA)
- Additions to existing buildings, or expansion of existing buildings
- Demolition expenses
- Design plans, specifications, labor, materials, equipment, fees and services associated with approved CIG program improvements

### ***Use of Grant funds for Credit Leverage***

Grant funds may be used to directly fund eligible building rehabilitation or may be used to as credit enhancement to leverage the applicant's acquisition of other funds to complete its eligible business property improvement(s). Credit enhancement uses for grant funds include, but are not limited to:

- Additional Equity for loan application;
- Matching funds for other grant or loan programs, and/or;
- Interest rate write-down

### ***Other Terms***

- CIG Grant applicants must own the eligible property, and are required to show proof of ownership;
- The property must be a privately owned non-residential commercial building located within the Naranja Lakes CRA
- Adult entertainment businesses and liquor stores are not eligible for CIG Grant funding.
- Establishments that are part of a national or regional "chain" (establishments subject to a franchise agreement), Religious institutions, and residences are also not eligible.
- In mixed-use commercial/residential buildings only the commercial portion of the building is eligible for grant assistance.
- Buildings being considered for improvement grants must be at least five (5) years old.

- Buildings that have received CIG grants from the CRA within the past five years are not eligible for assistance.
- **Under no circumstances may CIG funds be expended on a building that will not be occupied after rehabilitation.** Buildings to be rehabilitated shall be occupied at the time funding is requested or subject to a bona fide lease or rental agreement providing for occupancy or re-occupancy after completion of the rehabilitation. With prior approval, a building owner may contract with the CRA to undertake the commercial rehabilitation improvement process on a vacant business unit with the caveat that the CRA will not reimburse any cost until such time as the business unit is actually occupied.
- The eventual occupant must provide proper business, professional and occupational operating licenses. If the occupant or user of the space does not require any type of licensing, proof of tenancy will be sufficient, such as a lease.
- No substantial changes will be made to the improvements for a minimum of two years following completion of the rehabilitation of the building unless said changes are approved, in writing, by the CRA. If any changes are made without the prior written consent of the CRA, the building will not be eligible for further benefits in any CRA funded program.
- The property owner shall keep the property in good condition and repair, fully tenantable and shall not remove or demolish any improvements thereon in accordance with applicable terms and conditions. If this provision is violated, the property owner will be notified of any violations and will be given 60 days to correct violations. If the violations are not corrected within the prescribed time frame, the building will not be eligible for further benefits in any CRA funded program.

### ***COMMUNITY BENEFITS AGREEMENT***

All jobs supported by CIG funding will be paid no less than the Annual Living Wage defined by Miami-Dade County. Additionally, each Grantee must employ persons living in the CRA as follows:

- Permanent jobs for persons living within the CRA: 1 per \$50,000 of CIG Grant funding
- Construction Jobs: Preference will be given to applicants providing 20% of all construction jobs will for persons living within the CRA

Permanent jobs will be required to be maintained for at least 5 years. Any permanent jobs not held for 5 years will require the Grantee to reimburse the CRA for a pro-rated portion of the grant amount.

## Technology & Equipment Grant

Staff also recommends creating a **Technology & Equipment Grant** (TEG) program to fund equipment and technology for CRA businesses to retain jobs, improve productivity, or enter new product and service markets.

### ***Funding:***

Grants up to \$10,000, with no match required.

### ***Eligible Uses***

TEG Grant funds may be used to purchase:

- Process Manufacturing equipment and tools
- Computers and computer software
- Specialized furniture used directly for the making of products and/or delivery of services to customers (e.g. welding tables, barber chairs, etc.)
- Equipment used to test and/or demonstrate the business products or process (e.g. video monitors to display video produced by the business, or computers and smartphones to test software development).
- Vehicles used for business purposes, including pick-up trucks, cargo vans, light and heavy trucks, and passenger vans, if the business provides regular passenger services, but not for automobiles.

### ***Restriction and Conditions***

Same as above, except no hiring or Community Benefits Agreement requirements.

Kevin T. Greiner



Principal, UrbanCentric Analytics

Date: September 15, 2020

To: Chairman Kenneth Forbes,  
and Members Naranja Lakes Board of Commissioners

From: Jorge M. Fernandez,  
OMB Coordinator



Subject: Naranja Lakes Community Redevelopment Agency FY 2020-21 Budget

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It is recommended that the Board of the Naranja Lakes Community Redevelopment Agency (Board) adopt the proposed FY 2020-21 budget for the Naranja Lakes Community Redevelopment Area (Area).

#### Tax Roll

The Redevelopment Area has experienced healthy growth in taxable values from the previous year. The taxable value in the Area increased 10 percent over the 2018 Preliminary Roll for the original area and 20 percent growth for the expansion area. Overall the Area increased 16 percent as noted in the table below.

Area	2019 Roll	2020 Roll	Increase	Percent Increase
Original Area	445,974,037	478,002,693	32,028,656	7 Percent
Expansion Area	653,292,036	756,205,866	102,913,830	16 Percent
<b>TOTAL</b>	1,099,266,073	1,234,208,559	134,942,486	12 Percent

#### Revenues

For FY 2020-21 the estimated countywide tax increment payment into the trust fund is \$2,627,474, and the Unincorporated Municipal Service Area (UMSA) tax increment payment is \$1,085,635. The following table provides the revenue detail.

	UMSA	Countywide	Total
Original Area	\$615,072	\$1,488,610	\$2,103,682
Expansion Area	\$470,563	\$1,138,864	\$1,609,427
<b>Total</b>	<b>\$1,085,635</b>	<b>\$2,627,474</b>	<b>\$3,713,109</b>

The Agency has carryover funding of \$4,659,760 and estimate to gain \$70,000 in interest for total revenues of \$8,442,869.

#### Expenses

The expenses outlined in the attached budget narrative are based on the action plan adopted by the Board, it includes funding for initiatives developed with the implementation of the Action Plan developed by the Economic Development Coordinator in consultation with the Board and County Staff.

Administrative support totals \$141,000 and the administrative reimbursement to the County is \$55,697. The proposed operating expenses for the Agency total \$7,670,716 and are detailed in the attached budget narrative.

Please note that funding for the Community Policing Program is proposed to be kept at last year's level (\$400,000). Police funding at this level represents eleven percent of all revenues collected.

In 2018, when the Board executed the First Amendment to the Interlocal Cooperation Agreement with the County, the Board agreed to set aside annually twenty five percent reserve from the tax increment generated within the expansion area for projects relating to the Smart Plan. For the upcoming fiscal year the amount required to be set aside totals \$284,716; making it a cumulative total of \$519,751 in SMART Plan Projects Reserve.

If the Agency adopts this proposed budget, the Agency will have a \$575,456 in reserve.

NARANJA LAKES COMMUNITY REDEVELOPMENT  
AREA ADOPTED & AMENDED FY 2019-20 BUDGET

FY 19-20  
ADOPTED  
BUDGET  
R-1226-19

FY 19-20  
AMENDED  
BUDGET

FY 19-20  
ACTUAL  
AS OF  
Sept 1,  
2020

FY 19-20  
PROJECTED  
BUDGET

FY 20-21  
PROPOSED  
BUDGET

REVENUES

Carryover	3,292,783	3,292,783	3,332,467	3,332,467	4,659,760
TIF Revenues - <b>Original Area</b>					
UMSA Tax Increment Revenue	567,521	567,521	567,521	567,521	615,072
County Tax Increment Revenue	1,373,521	1,373,521	1,373,521	1,373,521	1,488,610
TIF Revenues - <b>Expanded Area</b>					
UMSA Tax Increment Revenue	292,674	292,674	292,674	292,674	470,563
County Tax Increment Revenue	708,335	708,335	708,335	708,335	1,138,864
Interest	75,000	75,000	53,440	58,440	70,000
<b>Revenue Total</b>	<b>6,309,834</b>	<b>6,309,834</b>	<b>6,327,958</b>	<b>6,332,958</b>	<b>8,442,869</b>

EXPENDITURES

<b>Administrative Expense</b>					
Advertising and Notices	5,000	5,000	-	-	5,000
Printing & Publishing	500	500	-	-	1,000
Mail Services	-	-	-	-	-
Travel	5,000	5,000	-	-	-
Direct County Support	125,000	125,000	125,000	125,000	135,000
<b>Subtotal Administrative Expense</b>	<b>135,500</b>	<b>135,500</b>	<b>125,000</b>	<b>125,000</b>	<b>141,000</b>
County Administrative Charge (1.5%)	44,131	44,131	44,131	44,131	55,697
<b>(A) Subtotal Admin and Admin Charge</b>	<b>179,631</b>	<b>179,631</b>	<b>169,131</b>	<b>169,131</b>	<b>196,697</b>

Operating Expense

F.R.A. Membership and State Fee	3,500	3,500	2,045	2,045	5,000
Contractual Services (Economic Dev. Coord.)	279,000	279,000	90,000	125,000	150,000
Legal Services	50,000	50,000	17,706	22,706	50,000
Community Policing and Security	400,000	400,000	212,588	400,000	400,000
Security Equipment	125,000	125,000	125,000	125,000	50,000
Agro Tourism Hospitality Program	35,000	35,000	-	-	-



Labor Force, Development & Training	50,000	50,000	-	-	150,000
Business Development/Job Creation	650,000	150,000	-	-	200,000
Infrastructure Improvements	-	-	-	-	-
Landscape Enhancement	-	-	-	-	-
Marketing & Public Relations	125,000	125,000	6,650	49,950	150,000
Commercial Improvement Grants					500,000
Emergency Small Business Grant Program (COVID-19)	-	500,000	132,000	162,000	300,000
Housing Projects	425,000	425,000	81,611	94,911	500,000
Grant Coordinator	65,000	65,000	22,500	45,000	65,000
Major Development Project Planning	2,000,000	2,000,000	5,000	5,000	4,000,000
Community Center Building	70,000	70,000	39,754	48,000	70,000
Insurance	18,000	18,000	13,502	15,502	20,000
Debt Payments	375,000	375,000	376,000	376,000	376,000
Transportation / Infrastructure / Landscape Enhancement	400,000	400,000	18,610	25,000	400,000
Smart Plan Projects Reserve *	177,084	177,084	177,084	177,084	284,716
Reserves	882,619	882,619			575,456
<b>(B) Subtotal Operating Expenses &amp; Reserves</b>	<b>6,130,203</b>	<b>6,130,203</b>	<b>1,320,050</b>	<b>1,673,198</b>	<b>8,246,172</b>

<b>Expenditures Total (A+B)</b>	<b>6,309,834</b>	<b>6,309,834</b>	<b>1,489,181</b>	<b>1,842,329</b>	<b>8,442,869</b>
<b>Revenues Less Expenditures Total</b>	<b>(0)</b>	<b>(0)</b>	<b>5,007,908</b>	<b>4,659,760</b>	<b>(0)</b>

**NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY**  
**Proposed Budget for Fiscal Year 2020-2021**

**Administrative Expenses - \$141,000**

1. Direct County Support (\$135,000)

This line item covers expenses incurred by the County's Office of Management and Budget relating to coordinating the day-to-day operations of the CRA, including preparing meeting agendas, overseeing the CRA's Trust Fund, processing invoices and coordinating with County Departments to implement the CRA's initiatives.

2. Advertising, Printing, Mail Services, and Travel (\$6,000)

Expenses relating to advertisement seeking proposals for CRA annual initiatives, printing and mail services.

**County Administrative Charge - \$55,697**

1. County Administrative Charge (\$55,697)

The Interlocal Agreement between the CRA and the County requires the CRA to pay the County a 1.5 percent fee of County's tax increment contribution.

Note: Administrative expenditures, excluding the 1.5 percent County Administrative Charge, total \$141,000 and represent four percent of the County's payments of \$3,713,109 tax increment revenues, which satisfies the 20 percent administrative cap required by the Interlocal Agreement.

**Operating Expenses - \$7,670,716**

1. Membership and State Fee (\$5,000)

Required State of Florida Special District fee and annual membership dues to the Florida Redevelopment Association and affordable housing associations.

2. Contractual Services (\$150,000)

For contracting professional services of the Economic Development Coordinator to assist with prioritizing the implementation of the Action Plan for the redevelopment area and potentially engage the services of an Executive Director to oversee the Agency's operations.

3. Legal Services (\$50,000)

The CRA receives legal representation from the law firm Fox Rothschild, LLC. The CRA Attorney reviews and/or prepares CRA documents, resolutions, contracts, and represents the CRA in numerous meetings with County staff.

4. Community Policing and Security Equipment (\$450,000)

The CRA has a Memorandum of Understanding with the Miami-Dade Police Department (MDPD) to provide dedicated above and beyond daily roving patrols, weekly proactive enforcement sweeps/operations, community projects and community police interactions. The overall goal of the project is to reduce crime through added proactive enforcement and high

visibility in conjunction with community interaction, education, and overall citizen integration through community policing concepts. Additionally, the Agency will team with MDPD to procure surveillance cameras and other equipment to deter crime in the area. This initiative will be a collaboration effort and the equipment will be utilized solely through the redevelopment area.

5. Labor Force Development & Training Program (\$150,000)

This allocation will be utilized to implement a labor force job training to enhance the area's future labor force development.

6. Business Development / Job-Creation (\$200,000)

The Agency Action Plan to redevelop the Area identifies various initiatives aiming at enhancing business development and job creation, such as implementing a Small Business Technology Innovation Grant Program, drive new business creation through Business Accelerators, implement a Legacy Business Acquisition Program and aggressively expand local networking and business to business (B-2-B) Programs.

7. Marketing and Public Relations (\$150,000)

Working with Roar Media, LLC. this allocation is set aside to aggressively place the redevelopment area as a destination for business and development projects through various and strategic marketing campaigns.

8. Commercial Improvement Grants (\$500,000)

The Agency's adopted Action Plan establishes the need to create business assistance grant programs. To that end, a Commercial Improvement Grant and a Technology & Equipment Grant will be established to support the improvement of the Area's business community.

9. Emergency Small Business Grant Program (\$300,000)

The Agency adopted an emergency grant program in response to the dire economic crises caused by the Corona Virus 19 pandemic to assist small business owners in the area. These allocation allows the Agency to continue assisting Area businesses during these trying and unprecedented times.

10. Housing Projects (\$500,000)

Through a Memorandum of Understanding the CRA will partner with *Rebuilding Together* to provide home rehabilitation services to low-income, elderly, veterans and disabled homeowners. In partnership with the Naranja Lakes Community Action Committee, *Rebuilding Together* will identify homes within the CRA boundaries that are in need of rehabilitation. The CRA contribution covers costs associated with project management, purchase and storage of materials, trash disposal, and volunteer support. The Agency will explore partnering with Non-for Profit Agencies to develop permanently affordable housing. Designing and implementing a First-Time Home Buyer Program is within the initiatives under consideration for this allocation.

11. Grant Coordinator (\$65,000)

The Agency will contract with a non-for-profit agency to administer their respective grant programs.

12. Major Development Project Planning (\$4 million)

A primary initiative identified in the Action Plan is to seek general opportunities to attract major developments to the area. This set aside allocation will allow the Agency to leverage resources when pursuing such opportunities.

13. Community Center Building - Property Maintenance (\$70,000)

The CRA engages the services of Innovative Properties Management Services of South Florida, Inc. to provide property management services for the Community Center. This allocation includes lawn, janitorial services as well as utility payments to Florida Power & Light and Miami-Dade County for Water and Sewer and waste collection services.

14. Insurance (\$20,000)

Insurance payments include property, liability and special events insurance for the CRA Community Center.

15. Debt Service Payments (\$376,000)

Financing of the Primary Redevelopment Project was possible by two \$5 million Sunshine State loans through Miami-Dade County. The original loans matured in 2016, and the County refinanced the remaining \$4.8 million balance with a 20-year loan.

16. Transportation, Infrastructure and Landscape Enhancement (\$400,000)

The Action Plan will identify areas where redevelopment through beautification of public spaces can be enhanced to invigorate the area's appeal to attract business and developers. The Agency is partnering with Miami-Dade Parks, Recreations and Open Spaces to apply for a Florida Department of Transportation Highway Beautification Council Grant for median beautification along the U.S. 1 Corridor in the Area. Other initiatives considered include investing in an Ultra-High-Speed Internet Backbone.

17. SMART Plan Projects Reserve (\$284,716)

The First Amendment to the Interlocal Cooperation Agreement with the County, which the Agency executed in 2018, requires that the Agency annually set aside twenty five percent reserve from the tax increment generated within the expansion area for projects related to the Strategic Miami Area Rapid Transit Plan. This funding will be used for SMART Plan Projects within the CRA Area. Including the amount set aside on this fiscal year, the cumulative SMART Plan Projects Reserve is \$519,751.

**Reserves - \$575,456**

The reserves set aside for this fiscal year will be used for future debt service payments and for projects within the redevelopment area identified by the Economic Development Coordinator and approved by the Board.

**RESOLUTION NO. 2020-\_\_**

**A RESOLUTION OF THE CHAIR AND BOARD MEMBERS OF THE NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY APPROVING THE FISCAL YEAR 2020-2021 BUDGET IN THE TOTAL AMOUNT OF \$8,442,869; AUTHORIZING THE NLCRA EXECUTIVE DIRECTOR TO TRANSMIT THE FISCAL YEAR 2020-2021 BUDGET TO MIAMI-DADE COUNTY; AUTHORIZING THE NLCRA EXECUTIVE DIRECTOR TO TAKE ALL ACTION NECESSARY TO COMPLETE THE APPROVAL PROCESS FOR THE FISCAL YEAR 2020-2021 BUDGET WITH MIAMI-DADE COUNTY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Interlocal Cooperation Agreement (the “Agreement”) between the Naranja Lakes Community Redevelopment Agency (the “NLCRA”) and Miami-Dade County (the “County”) requires, among other things, the NLCRA to annually adopt and transmit a budget to the County for review and approval by the Board of County Commissioners (the “Board”); and

**WHEREAS**, the Agreement also requires that the annual budget for the NLCRA be adopted by the NLCRA prior to review and approval by the Board; and

**WHEREAS**, the proposed NLCRA Fiscal Year 2020-2021 Budget in the amount of \$8,442,869 is attached hereto as Exhibit “A” and incorporated herein by this reference; and

**WHEREAS**, the NLCRA and its counsel have determined that all expenditures included in the NLCRA Fiscal Year 2020-2021 Budget are in accordance with the NLCRA Redevelopment Plan, the Agreement and the Chapter 163, Part III, Florida Statutes; and

**WHEREAS**, the Chair and Board Members of the NLCRA desire to approve the NLCRA Fiscal Year 2020-2021 Budget.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE NARANJA LAKES COMMUNITY REDEVELOPMENT AGENCY:**

**Section 1.**     **Recitals.** The recitals in the whereas clauses are true and correct, and incorporated herein by this reference.

**Section 2.**     **Approval of Fiscal Year 2020-2021 Budget.** The Chair and Board Members of the NLCRA hereby approve and adopt the NLCRA Fiscal Year 2020-2021 Budget in the amount of \$8,442,869 attached hereto as Exhibit “A”. All revenues and interest carried forward from the NLCRA Fiscal Year 2019-2020 Budget shall be appropriated according to established guidelines and in accordance with applicable law.

**Section 3.**     **Transmittal of Budget to Board of County Commissioners.** The NLCRA Executive Director or his designee is hereby authorized to transmit the NLCRA Fiscal Year 2020-2021 Budget to the County for review and approval thereby.

**Section 4.**     **Authority of Executive Director.** The NLCRA Executive Director or his designee is hereby authorized to take all action necessary to complete the approval process for the Fiscal Year 2020-2021 Budget with the County.

**Section 5.**     **Effective Date.** This resolution shall take effect immediately upon approval.

**PASSED AND ADOPTED** by a \_\_\_\_\_ vote of the Board of the Naranja Lakes Community Redevelopment Agency, this 15<sup>th</sup> day of September 2020.

NARANJA LAKES COMMUNITY  
REDEVELOPMENT AGENCY

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KENNETH FORBES, CHAIR

ATTEST:

\_\_\_\_\_, BOARD MEMBER

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

\_\_\_\_\_  
FOX ROTHSCHILD LLP  
NLCRA ATTORNEY

SPONSORED BY: ADMINISTRATION

Motion to adopt by Board Member \_\_\_\_\_

Seconded by Board Member \_\_\_\_\_

Final Vote at Adoption:

Chairperson Kenneth Forbes \_\_\_\_\_ (Yes) \_\_\_\_\_ (No)

Commissioner Stuart Archer \_\_\_\_\_ (Yes) \_\_\_\_\_ (No)

Commissioner Alex Ballina \_\_\_\_\_ (Yes) \_\_\_\_\_ (No)

Commissioner Kametra Driver \_\_\_\_\_ (Yes) \_\_\_\_\_ (No)

Commissioner Mark Wilson \_\_\_\_\_ (Yes) \_\_\_\_\_ (No)

**Naranja Lakes CRA Initiative**  
**Monthly Progress Report**

**August 2020**

**Reported by: Lieutenant Alexander Rice**

In a coordinated effort between the Neighborhood Resource Unit and the Naranja Lakes Community Redevelopment Agency (NLCRA) board, funds have been approved for enhanced overtime enforcement within the NLCRA boundaries. The boundaries are from SW 256 Street to SW 296 Street, from South Dixie Hwy to the Florida Turnpike; SW 232 Street to SW 256 Street, from SW 122 Avenue to SW 134 Avenue.

The following is a synopsis of the police enforcement and community policing actions provided to the communities and businesses within the NLCRA boundaries from Wednesday, August 1, 2020 to Friday, August 31, 2020:

- A total of 27 NLCRA community policing/enforcement details were conducted during the above time frame.

**I. Enforcement**

- Officers working the NLCRA details issued 134 traffic citations and 55 verbal warnings.
- Officers working the NLCRA issued five civil citations for violation of County ordinance.
- Officers working the NLCRA details referred 16 code enforcement violations to Miami-Dade 311/RER.
- Officers working NLCRA details apprehended five wanted persons, including an armed robbery subject and a sexual assault subject.
- Officers working the NLCRA detail recovered one illegal firearm, 44 grams of suspected marijuana and 9 grams of cocaine.

**II. Community Highlights:**

- Officers continue to patrol the businesses on South Dixie Highway. These patrols include the officers making contact with the business owners and employees to address the current quality of life concerns.
  - Officers working the NLCRA details made contact with businesses 204 times.
- Every Wednesday throughout August, a Feeding South Florida drive-through food distribution event was conducted at Homestead Air Reserve Park. The event provides the residents of the surrounding communities with several days' worth of food.
- Every Thursday throughout August, a food distribution event with Share your Heart was conducted at Naranja Community Resource Center. The event provides the residents of the surrounding communities with several days' worth of food.
- Throughout August NRU personnel educated community members and enforced Miami-Dade County Emergency Orders related to Covid-19 within the NLCRA boundaries.
- Officers working the NLCRA details conducted 101 park checks.
- Officers working the NLCRA details interacted with 761 citizens while conducting community walks and bike rides.
- Officers working the NLCRA details passed out 170 facemasks and while conducting community walks and bike rides.



### III. Crime Analysis:

#### Part I Crimes w/o AOA 2020-8-01 to 2020-8-31

	Total Cases 8/2020	Total Cases 7/2020
Auto Theft	8	4
Burglary Commercial	0	1
Burglary Residential	0	3
Burglary Vehicle	8	14
Larceny Over	1	2
Robbery	2	5
Homicide	0	0
Aggravated Assault	2	1
Aggravated Battery	1	1
Sex Offense	2	2
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Total Part I Crimes	24	33

\*Stats obtained on 07/28/2020  
**Grids:2351, 2352, 2377, 2379,  
2380, 2404, 2405, 2406, 2434,  
2435, 2436, 2460, 2461, 2462,  
2485, 2487, 2488, 2489, 2513,  
2514, 2515, 2535, 2536, 2537,  
3513, 8535**

**Naranja Lakes CRA Initiative**  
**Monthly Progress Report**

**July 2020**

**Reported by: Lieutenant Alexander Rice**

In a coordinated effort between the Neighborhood Resource Unit and the Naranja Lakes Community Redevelopment Agency (NLCRA) board, funds have been approved for enhanced overtime enforcement within the NLCRA boundaries. The boundaries are from SW 256 Street to SW 296 Street, from South Dixie Hwy to the Florida Turnpike; SW 232 Street to SW 256 Street, from SW 122 Avenue to SW 134 Avenue.

The following is a synopsis of the police enforcement and community policing actions provided to the communities and businesses within the NLCRA boundaries from Wednesday, July 1, 2020 to Friday, July 31, 2020:

- A total of 22 NLCRA community policing/enforcement details were conducted during the above time frame.

**I. Enforcement**

- Officers working the NLCRA details issued 50 traffic citations and 10 verbal warnings.
- Officers working the NLCRA issued one civil citation for violation of County ordinance.
- Officers working the NLCRA details referred 131 code enforcement violations to Miami-Dade 311/RER.
- Officers working a NLCRA detail located a stolen vehicle and arrested the driver for grand theft auto.

**II. Community Highlights:**

- Officers continue to patrol the businesses on South Dixie Highway. These patrols include the officers making contact with the business owners and employees to address the current quality of life concerns.
  - Officers working the NLCRA details made contact with businesses 430 times.
- Every Wednesday throughout July, a Feeding South Florida drive-through food distribution event was conducted at Homestead Air Reserve Park. The event provides the residents of the surrounding communities with several days' worth of food.
- Every Thursday throughout July, a food distribution event with Share your Heart was conducted at Naranja Community Resource Center. The event provides the residents of the surrounding communities with several days' worth of food.
- Throughout July NRU personnel educated community members and enforced Miami-Dade County Emergency Orders related to Covid-19 within the NLCRA boundaries.
- Officers working the NLCRA details conducted 60 park checks.
- Officers working the NLCRA details interacted with 801 citizens while conducting community walks and bike rides.
- Officers working the NLCRA details passed out 500 facemasks and Crime Stoppers brochures when conducting community walks and bike rides.

### III. Crime Analysis:

#### Part I Crimes w/o AOA 2020-7-01 to 2020-7-28

	<b>Total Cases 7/2020</b>
Auto Theft	4
Burglary Commercial	1
Burglary Residential	3
Burglary Vehicle	14
Larceny Over	2
Robbery	5
Homicide	0
Aggravated Assault	1
Aggravated Battery	1
Sex Offense	2
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Total Part I Crimes	33

\*Stats obtained on 07/28/2020

**Grids:2351, 2352, 2377, 2379, 2380, 2404,  
2405, 2406, 2434, 2435, 2436, 2460, 2461,  
2462, 2485, 2487, 2488, 2489, 2513, 2514,  
2515, 2535, 2536, 2537, 3513, 8535**



# Neighbors And Neighbors Association Inc.

## Emergency Small Business Grant Program Status Report as of 8/31/2020

Zoom Meeting Dates	Registrants per session
August 5, 2020	0
August 12, 2020	0
August 19, 2020	0
August 26, 2020	0

Outreach	Frequency
Email Blast	0
Street Outreach	2 Days
Follow-ups	10 Days
One-on-one	8

Applicants	
Applicants	<b>64</b>
Approvals	44
Pending	8
Denials	11
Retractions	1

Denial Reason	Total
Outside CRA Boundaries	4
Less than 50% loss	6
Not established prior to 3/1/20	1

County Invoice #	Applications	Invoice Total	County Payment Processed Date	County Check Cleared Date	Date NANA released checks to Grantees
NLCRA6320	8	\$ 24,000	6/23/2020	6/24/2020	6/15/2020
NLCRA61020	2	\$ 6,000	6/18/2020	6/19/2020	6/15/2020
NLCRA61120	5	\$ 15,000	6/29/2020	6/30/2020	6/24/2020
NLCRA62520	3	\$ 9,000	7/28/2020	7/29/2020	7/8/2020
NLCRA62520 (2)	1	\$ 3,000	8/6/2020	8/7/2020	8/3/2020
NLCRA71020	2	\$ 6,000	8/6/2020	8/7/2020	8/3/2020
NLCRA71620	1	\$ 3,000	8/6/2020	8/7/2020	8/3/2020
NLCRA72020	9	\$ 27,000	8/6/2020	8/7/2020	8/3/2020
NLCRA72720	8	\$ 24,000	8/6/2020	8/7/2020	8/3/2020
NLCRA830	2	\$ 6,000	8/6/2020	8/7/2020	8/7/2020
NLCRA82220	3	\$ 9,000	9/3/2020	9/4/2020	9/4/2020

**44                      \$ 132,000**



# Neighbors And Neighbors Association Inc.

## Emergency Small Business Grant Program

### Status Report as of 7/31/2020

Zoom Meeting Dates	Registrants per session
July 1, 2020	0
July 8, 2020	4
July 15, 2020	3
July 22, 2020	0
July 29, 2020	0

Outreach	Frequency
Email Blast	4
Street Outreach	Daily
Follow-ups	Daily
One-on-one	41

**\*\*Visit to Redland Market Village**  
to conduct one on one application reviews with businesses on 7/18 (25 attendees) and 7/25 (16 attendees)

Applicants	
Applicants	<b>60</b>
Approvals	39
Pending	11
Denials	9
Retractions	1

Denial Reason	Total
Outside CRA Boundaries	4
Less than 50% loss	5

County Invoice #	Applications	Invoice Total	County Payment Processed Date	County Check Cleared Date	Date NANA released checks to Grantees
NLCRA6320	8	\$ 24,000	6/23/2020	6/24/2020	6/15/2020
NLCRA61020	2	\$ 6,000	6/18/2020	6/19/2020	6/15/2020
NLCRA61120	5	\$ 15,000	6/29/2020	6/30/2020	6/24/2020
NLCRA62520	3	\$ 9,000	7/28/2020	7/29/2020	7/8/2020
NLCRA62520 (2)	1	\$ 3,000			8/3/2020
NLCRA71020	2	\$ 6,000			8/3/2020
NLCRA71620	1	\$ 3,000			8/3/2020
NLCRA72020	9	\$ 27,000			8/3/2020
NLCRA62520	8	\$ 24,000			8/3/2020

**39 \$ 117,000**



# Neighbors And Neighbors Association Inc.

## Emergency Small Business Grant Program

**Status Report as of 6/24/2020**

Zoom Meeting Dates	Registrants per session
June 3, 2020	176
June 10, 2020	21
June 17, 2020	4
June 24, 2020	2

Outreach	Frequency
Email Blast	4
Street Outreach	Daily
Follow-ups	Daily
One-on-one	12

Applicants	
Applicants	28
Approvals	16
Pending	3
Denials	8
Retractions	1

Denial Reason	Total
Outside CRA Boundaries	4
Less than 50% loss	4

County Invoice #	Applications	Invoice Total	Payment Processed Date	Check Clear Date	Checks released to Grantees
NLCRA6320	8	\$ 24,000	6/23/2020	6/24/2020	6/15/2020
NLCRA61020	2	\$ 6,000	6/18/2020	6/19/2020	6/15/2020
NLCRA61120	5	\$ 15,000	Pending	Pending	6/24/2020
Total	15	\$ 45,000			



## 2- Year Progress Report to the Naranja Lakes CRA Board

July 2020

Dear Board members,

This memorandum summarizes the activities of the Economic Development Coordinator for years 1 and Q2 and Q3 of year 2 of the CRA's contract with UrbanCentric, beginning September 2019. We lost most of the first Quarter and some of the second quarter of 2020, but activity has picked up again as the County's business, residents and institutions adjust to the pandemic.

### 1. Completed the CRA Competitive Assessment and Action Plan

- Year 1 was dedicated to completing the CRA **Competitive Assessment and Market Analysis**, completing the Board's ranking of Action item priorities, and the CRA's first budget based on the plan.

### 2. Signature Development Project Solicitation and Review

- Marketed the CRA and development opportunities to local developers and property owners.
- Maintained contacts with multiple businesses seeking to expand, and developers planning new mixed-use projects.
- Reviewed 3 large project development proposals—resulting in presentation of the Redlands Market project and a 65-unit housing project (August 2020) to the Board

### 3. Crime Analysis and Update

- Completed initial crime analysis and crime mapping for 2018 and updated for 2019. Interactive map is at:

[https://www.google.com/maps/d/edit?mid=18kXfM0xJ8TEsDd5FG4Cnh\\_ibAUl8oxyT&usp=sharing](https://www.google.com/maps/d/edit?mid=18kXfM0xJ8TEsDd5FG4Cnh_ibAUl8oxyT&usp=sharing)

### 4. Vacant Property Analysis

- Completed 2018 analysis of vacant properties in the CRA, and development capacity of CRA's vacant properties, with an update for 2019.

### 5. Illegal Dumping Program

- Reviewed multiple strategies and legal alternatives for preventing illegal dumping in the CRA, with recommendations for the Board.

### 6. Marketing Plan & RFP

- Completed 1) market research regarding comparable CRA marketing programs, 2) developed scope of work and solicitation for marketing RFP, 3) delivered marketing RFP, 4) reviewed proposals, 4) selected marketing firm, and 5) revised marketing scope of work based on new needs created by the Pandemic.
- New Web site and marketing products will be used to market re-opening businesses in the CRA to the rest of the County.



## 7. CRA Small Business Emergency Grant

- Drafted CRA Small Business Emergency Support Grant, providing grants for businesses employing less than 20 workers within the CRA. The CRA's grant program, along with the 7<sup>th</sup> Avenue CRA and 79<sup>th</sup> Street CRA, were the first local emergency grant programs delivered in the County.

## 8. Security Equipment Program

- Worked with County Police Department to select security technologies, deployment strategies, and locations as part of the CRA's community Policing program.

## 9. Job Fairs

- Solicited and developed program for cycle of multiple regular job fairs within the CRA, with the Beacon Council and CareerSource South. Program put on hold due to the Pandemic but is now moving forward.

## 10. Permanent Job Training Location

- Solicited, and developing permanent CRA job-training location with CareerSource South and Miami-Dade College. Training programs would focus on needs of CRA residents and businesses.

## 11. Farm Share Food Distribution Proposal

- Reviewed proposal from Farm Share to invest in food distribution program with Farm share and represent findings to the board. Also reviewed 2 similar proposals from other vendors. Legal Counsel has assessed that food distribution program are not within the CRA's legal charter.

## 12. Permanent CRA Business Grant Program

- Drafted 2 permanent business grant programs, as outlined in the CRA Action plan, to assist small businesses with physical improvements and new equipment to adjust business plans to meet new conditions. Staff will finalize the details and application process, modeled on the NW 7<sup>th</sup> Avenue, and 79<sup>th</sup> Street CRA grant programs.

## 13. Intergovernmental Relations

- Maintained communications and coordination with 1) County commissioners offices, 2) the South Dade Development Council, representing the CRA on its development plan review group, the Beacon Council, and Miami-Dade College.

## 14. Programs Under Development

### **Permanent Housing Support Grant Program**

- Developed draft housing support grant program for homeowners at risk in the CRA, as well as first-time home buyers. Recommendations presented to the Board.

### **Beacon Council Opportunity Zone Prospectus**

- The Beacon Council is developing individual investment prospectus for each of the Opportunity Zones in the County. Worked closely with the Beacon Council to shape the



prospectus for the CRA's single Opportunity Zone and ensure that the Beacon Council links all marketing back to the CRA's web site and marketing products.

**CRA B2B "Buy Local" program**

- Negotiating with Baptist Hospital and Miami-Dade College to launch a Buy Local program, in which both institutions would agree to purchase some or all of their equipment, supplies, and services from CRA businesses.

**Legacy Business Acquisition Program**

- Negotiating a legacy business ownership program with the SBA's Small Business Development Center SBDC specifically for the CRA.

**Equity Mortgage Investment Program:**

- Soliciting fund managers and banks to develop and operate equity mortgage funding pools focused on the CRA to support local homeowners and help keep homeowners at risk in their homes.

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