

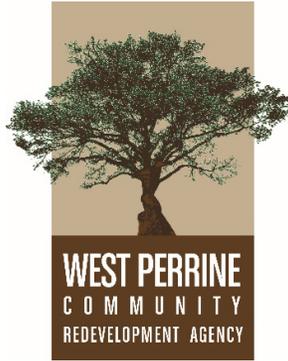
**WEST PERRINE COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING OF THE BOARD OF COMMISSIONERS**

LOCATION: SOUTH DADE GOVERNMENT CENTER
10710 SW 211TH - Conference Room 104 - Cutler Bay, FL 33189

Wednesday, December 13, 2023 - REGULAR MEETING AGENDA

6:00 PM – 7:30 PM

- | | | |
|-------------|--|-------------------------------|
| I. | Meeting Call to Order, Roll Call | Chairman Gilliard/ Vivian Cao |
| II. | Reasonable Opportunity for the Public to be Heard | Chairman Gilliard |
| III. | Approval of Agenda | Chairman Gilliard |
| IV. | Approval of Minutes | |
| | a. November 29, 2023, Regular Board Meeting | Chairman Gilliard |
| V. | Action Items | Chairman Gilliard/Vivian Cao |
| | a. WPCRA Executive Director Position | |
| | b. Hibiscus Grove | |
| | c. Beautification Grant | |
| VI. | Discussion / Updates | Chairman Gilliard |
| VII. | Next Meeting Dates & Adjournment | Chairman Gilliard |
| | a. Wednesday, January 31, 2024 | |



Regular Board Meeting Minutes – November 29, 2023 – 6:00 P.M.
South Dade Government Center
10710 SW 211th ST – Conference Room 104 – Cutler Bay, FL 33189

Meeting Call to Order, Roll Call

Chairman Gilliard called the meeting to order at 6:03 P.M. Roll Call was as follows:

- Present: Chairman Leviticus L. Gilliard, Vice-Chairman Tyreke Spann, Willie Carpenter, and Rhonda Richardson-Comer, Veronica Thompkins,
- Absent: Taj C. Echoles and Lieutenant Willie Carpenter
- Miami-Dade County Staff Present: Vivian Cao, Assistant Director; Jason E. Rodriguez, Business Analyst Manager and Nicole Hoyle, Business Analyst, Office of Management and Budget (OMB); Terrence A. Smith, Assistant County Attorney, County Attorney's Office (CAO)

Open Forum for Public Comments

Chairman Gilliard opened the forum for the public to have a reasonable opportunity to be heard. There were no participants.

Approval of Agenda

Chairman Gilliard amended the agenda to include a presentation by Major Benny Solis of the Miami-Dade County Police Department: Neighborhood Resource Unit (NRU). Mr. Carpenter moved to approve the meeting agenda, as amended.. The motion was seconded by Ms. Richardson-Comer. Motion passed unanimously.

Approval of Minutes

Ms. Thompkins moved to approve the September 27, 2023, Regular Board meeting minutes. The motion was seconded by Mr. Carpenter. Motion passed unanimously.

Special Presentation

A. Miami Dade County Police Department- Neighborhood Resource Unit (NRU)

Major Benny Solis stated that the Miami-Dade County Police Department came up with their own career development goals for the agency and recommended three initiatives for the West Perrine Community Redevelopment Agency (CRA) regarding innovative community policing. Major Solis explained the NRU would like to procure license plate reader cameras (LPR) and surveillance cameras for the redevelopment area. Major Solis would like to deploy the cameras as part of a pilot program for Unincorporated Miami-Dade County. Major Solis shared his findings of Part 1 Crimes from the last few years as a tool to use on where the cameras should be placed.

Major Solis specified the price of the cameras varies; he gave an example of a conference he attended in Chicago where their cameras cost \$20,000 but stated that Miami-Dade County does not need those type of cameras, therefore the price would be significantly less. After a question from Mr. Carpenter about the quantity of cameras, Major Solis continued to explain MDPD would need around twenty cameras, but this would be contingent on how much funding is available. Major Solis stated their second initiative is to reduce violent crimes in the CRA by 25% using strategic data driven and community focus approach and increase police engagement by 30%. Major Solis explained the third initiative would be to improve traffic safety, reduce traffic accidents by 15%, and enhance overall safety in the West Perrine area.

Chairman Gilliard stated he believes that everyone is in tune with the proposal and feels the community would be in favor of the proposal. Chairman Gilliard explained the importance of knowing the price of the cameras to make sure it is in the budget. Chairman Gilliard inquired about what are the clear privacy protocols. Major Solis explained that the process of acquiring the cameras would have to be through a procurement process via a request for proposal/ request for quotation (RFP/RFQ) which would then be sent to various county vendors and vendors can respond back to the request through a bidding process. All responses would then be evaluated to make a purchasing determination. Major Solis stated the camera system was not going to be an open system and that law enforcement would only be able to look at the system, via a trigger such as red-light camera, open investigations etc. Major Solis would like community and board interaction for direction on where to place the cameras in the community.

Chairman Gilliard inquired about a command center to monitor the cameras and Major Solis stated that his district is implementing a Strategic Decision Support Center (SDSC) which is a main real-time crime center. Major Solis stated the LPR's and surveillance cameras will be fed into the SDSC and it will be supported through the real-time crime center which will dispatch officers if necessary. In response to a question from the Chairman, Major Solis explained that the cameras could have audio and video. Chairman Gilliard also inquired about how many years the database will hold the information for and Major Solis responded that the timeframe would be determined by what vendor the cameras are procured from and their related technology.

Chairman Gilliard stated that the CRA is looking for a dedicated police officer/ officers for the West Perrine area to do evening and nighttime patrols and asked Major Solis for a schedule and cost for two officers. Major Solis referenced a map he handed out to the Board members and indicated that they use that as data driven analysis to determine the times of night that have higher

crime statistics. Major Solis plans to report to the Board on a monthly basis on how many investigations, arrests, etc. the unit conducts, as well as the amount to be charged. Chairman Gilliard inquired if the CRA will be charged to have officers stationed in the area. \ Major Solis stated that would be the case. Chairman Gilliard also inquired about having officers stationed seven days a week and Major Solis stated that such police resources would cost approximately \$400,000 to \$500,000 a year. Major Solis stated that a combination of cameras and officers would suffice to stay within the CRA budget. Mr. Carpenter asked Major Solis to put together a spreadsheet with the cost of cameras and officers to see if these costs are in the budget. Chairman Gilliard suggested that a motion be made to attach a maximum purchasing cost for the cameras as to not further delay the process. Mr. Smith stated that since the Board allocated \$325,000 for innovative community policing, MDPD can bring recommendations back to the Board to see if the Board would like to enter into a contract with the vendor. Mr. Smith stated the Board has a certain amount of money in the budget and he did not know if the Board wished to expend all of the dollars for this particular community policing program or if the Chair had any other plans for the community policing budget. Major Solis stated that he estimates the cost of each camera to be around \$5,000.

Chairman Gilliard stated the two matters at hand are the procurement of the cameras and that the officers be visible in the community. He emphasized the need to know the cost associated with both initiatives. Major Solis indicated that he would not place officers in the area every day because this will cost a lot of money and he feels that by using data driven analysis, he can identify the hotspot and related days and time to best address crime in the area. Chairman Gilliard called on Mr. Frederick Dominguez to give his opinion on when he thinks that most crimes happen during the week. Mr. Dominguez stated that crimes happen more during the weekend and proceeded to recount a recent incident at his property where there was a trespasser who refused to leave the property. Chairman Gilliard thanked Mr. Dominguez for his input and stated he would like the West Perrine area to have police presence on the weekend. Major Solis stated the cost to have weekend coverage would be \$4,152 a month. Major Solis expressed his interest in partnering with private entities to have a memorandum of understanding (MOU) to have them feed into the real time crime center.

Chairman Gilliard directed a question to Mr. Smith stating he would like to motion for the purchasing of the cameras and the request to have police officers stationed in West Perrine. Mr. Smith explained the statute says the power to approve community policing innovations still lies with the Board of County Commissioners, but that the Board could adopt a plan for community policing innovation that can include the dollar amount. Mr. Smith stated that the procurement process should begin after the community policy innovation plan is approved by the Board of County Commissioners. Mr. Smith also clarified the Board is not procuring the cameras, the Board is paying for the cameras purchased by Miami-Dade County Police Department for the sole use within the redevelopment area. Mr. Smith stated the Board should set the parameters for the community policing innovation plan.

Ms. Thompkins moved to approve the purchase of license plate reader (LPR) and surveillance cameras not to exceed \$130,000 and to procure one Miami-Dade County Police officer every Friday, Saturday, and Sunday, to patrol West Perrine and to fund officers for special projects. The motion was seconded by Mr. Carpenter. Motion passed unanimously.

Ms. Thompkins moved to direct County Staff to draft a community policing resolution for the Board of County Commissioners. The motion was seconded by Ms. Richardson-Comer. Motion passed unanimously.

Action Items

A. Purchasing of Property in WPCRA

Chairman Gilliard handed out a picture of a property located at 17690 Homestead Avenue. Chairman Gilliard stated that one of the Board's core agenda items is to acquire substandard housing units and lots in order to facilitate the construction of adequate housing units. Chairman Gilliard stated the property is in the core of where redevelopment is happening and would place the Board in a favorable position.

Ms. Thompkins moved to approve the purchase of the land at 17690 Homestead Avenue Miami, FL 33157 at market value not to exceed \$750,000 subject to any encumbrances and restrictions. The motion was seconded by Ms. Richardson-Comer. Motion passed unanimously.

Mr. Smith inquired if the Board is directing county staff to start the process of purchasing the property given that there are no encumbrances or restrictions identified. Mr. Smith suggested a modification to the motion in the case that the administration cannot purchase the property for any reason, that there be a report back to the Board as to why the property could not be purchased. Mr. Smith suggested two new motions be made with the modifications.

Ms. Richardson-Comer moved to reconsider the prior motion. The motion was seconded by Mr. Spann. Motion passed unanimously.

Ms. Thompkins moved to approve the purchase of the land at 17690 Homestead Avenue Miami, FL 33157 at market value not to exceed \$750,000 subject to any encumbrances and restrictions and if the property cannot be purchased, County Staff will report back to the Board. The motion was seconded by Ms. Richardson-Comer. Motion passed unanimously.

Discussion Items

A. Chairman's Update

Chairman Gilliard stated there is a new residential improvement grant available to fifteen residents of the West Perrine redevelopment area. Chairman Gilliard handed out copies of the grants and stated the residential improvement grant is a non-match grant for up to \$35,000. Chairman Gilliard encouraged the audience members to fill out an application and submit it to the County. Chairman

Gilliard also addressed the need for beautification grants for main streets and corridors in the community. Chairman Gilliard provided an update on the Executive Director position stating it has been posted and advertised. Chairman Gilliard stated the position is critical so that agenda items can be given proper time, due diligence, and care. Chairman Gilliard explained there are other grants that need to be written and he will work with Ms. Cao to begin the process. Chairman Gilliard spoke about having private developers wanting to come and speak to the Board regarding taking on key projects in the community. Chairman Gilliard emphasized that the primary goal of the Agency is land acquisition to encourage development of vacant parcels as envisioned by the residents of the neighborhood in a well-planned and designed manor that enhances livability, increases employment opportunities, increases tax base, and promotes a strong and stable neighborhood. Chairman Gilliard stated the intention of the Board is to acquire substandard housing units in order to facilitate the construction of adequate housing units. Chairman Gilliard emphasized the goal of the Agency is to remove slum and blight and to better serve those residents of the West Perrine community.

Next Meeting Date & Adjournment

Chairman Gilliard stated the next meeting is scheduled for December 13, 2023, starting at 6:00 P.M.

The meeting was adjourned at 6:50 P.M.

KRYSTAL PATTERSON, MPA

Tamarac, Florida • (954) 873-2004 • krystalcpatterson@gmail.com • [LinkedIn](#)

SOCIAL IMPACT | EDUCATION | COMMUNITY ENGAGEMENT

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- Change Management
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- Research and Data Analysis
- Process Improvement
- Contract Management
- Program Development
- Public Speaking
- Succession Planning

A transformational leader with 15+ years of experience driving organizational metamorphosis through pioneering leadership, strategic vision, and unwavering dedication to excellence. Navigates complex municipal government landscapes with finesse, expertly overseeing multi-division departments and adeptly managing budgets up to \$5M while cultivating high-performing teams and delivering impactful results. Champions customer service, community engagement, and staff development and forges powerful alliances with external partners. Armed with a unique fusion of strategic planning, policy reform, and revenue generation expertise, a game-changing force poised to revolutionize organizations and propel them towards unprecedented growth and success.

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- **Force for Change:** Relentlessly advocates for efficiency and continuous improvement, devising and executing bold initiatives that streamline operations, optimize resource allocation, and transform organizations from within.
- **Mentor & Leader:** Fosters talent with innate skill, cultivating high-performing teams by empowering individuals to realize their full potential and instilling a shared sense of purpose and accountability.
- **Negotiator & Diplomat:** Exhibits a razor-sharp intellect and an unparalleled ability to navigate complex situations, managing high-stakes negotiations and securing favorable outcomes, solidifying a reputation as a formidable strategist.

PROFESSIONAL EXPERIENCE

CITY OF NORTH MIAMI • North Miami, FL • 2016 to 2023

DIRECTOR OF CODE COMPLIANCE AND SANITATION (2021– 2023)

Assistant Director/Interim Director, Code Compliance and Sanitation (2020 – 2021)

Manager, Code Compliance (2017 – 2020)

Code Enforcement Officer (2016 – 2017)

Progressed through a series of promotions to lead a multi-division department overseeing municipal Code Enforcement, Sanitation, and Parking. Demonstrated exceptional budget management skills, beginning with a \$1.3M budget and 13 direct reports, and expanded to managing a \$5M budget and 25 direct reports across two divisions. Expertly managed staff and contracts while developing and implementing programs, goals, objectives, policies, and procedures. Focused on fostering strong relationships with external partners, enhancing customer service, community engagement, and cultivating a highly skilled and motivated workforce.

- **Transformed a policy-focused division** within the North Miami Police Department into a high-performing standalone department by implementing comprehensive strategies to improve compliance, provide quality neighborhood services, and enhance customer service through effective community engagement and outreach. Successfully rebranded the department and modernized its policies and procedures.
- **Instilled stability and growth** by employing sound budget management, succession planning, and creating internal positions amidst budget and personnel constraints. Strategically restructured the department to establish a high-performing team excelling in enforcing municipal regulations and delivering quality services to the community.
- **Secured buy-in from the mayor and council** by initiating a significant policy change and introducing a more systematic and efficient approach to enforcement. This innovative method led to higher compliance and increased revenue and was adopted into formal law after receiving majority approval. The new approach streamlined paperwork and expedited enforcement processes, enhancing overall efficiency.
- **Pioneered City-County Collaboration on Parking:** Revitalized the relationship between the city and county concerning parking, paving the way for improved cooperation and revenue generation. Projected \$50k in additional revenue in the first year by closely collaborating with the county to establish a revenue stream for issuing parking citations. Implemented a citation process that promoted efficiency in parking enforcement.

- **Revenue Generation & Partnerships:** Generated \$300K over 5 years, or \$60K annually, from recovered funds through special assessment liens via professional service procurement with external agencies. Successfully negotiated and secured valuable additional funding to support departmental objectives.
- **Staff Development & Retention:** Boosted staff morale and reduced turnover by creating and executing comprehensive training and advancement opportunities, fostering a highly skilled and motivated workforce. Implemented best practices for employee retention and established a supportive, inclusive work environment. Championed succession planning and creating new positions through departmental reorganization, requiring significant effort and persistence.

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATIONS • Margate, FL • 2008 to 2016

INVESTIGATIONS SPECIALIST II

Recruited to conduct comprehensive investigations, prepare case findings via report, and perform audits to guarantee compliance with Florida Statutes and Rules. Reviewed allegations of real estate misconduct and skillfully collaborated with external agencies, including the State Attorney's Office and local law enforcement, to substantiate case findings and ensure adherence to state law and real estate escrow regulations. Demonstrated high ethical responsibility in handling sensitive financial information and working with consumers to restore their finances.

- Collaborated with external agencies and conducted interviews, sworn statements, and office inspections to enforce state policies, rules, and regulations.
- Recovered thousands of misappropriated funds through thorough audits and investigations, collaborating with consumers for restitution.
- Led investigations, performed financial analyses, and conducted background investigations, resulting in the arrest and prosecution of individuals involved in fraudulent activities.

THE MORTGAGE EXPERTS OF SOUTH FLORIDA • Miami, FL • 2005 to 2008

ADMINISTRATIVE COORDINATOR

Contract Review & Financial Acumen: Provided exceptional customer service by conducting thorough contract reviews and ensuring timely loan processing while adhering to company policy and guidelines.

Background Investigation & Verification: Conducted detailed background investigations, employment verifications, and rental history checks to ensure the suitability of mortgage applicants while maintaining excellent customer service and communication throughout the process.

THOUGHT LEADERSHIP & PUBLIC SPEAKING & ACCOMPLISHMENTS

Legacy Miami 13th Annual List of Miami's Powerful & Influential Black Professionals, 2023

Recognized for exceptional leadership and accomplishments in public service, significantly impacting the community.

Management Panel for American Association Code Enforcement Conference, 2020; Showcased on Front Cover of The Code Magazine, 2020; Joined Attorney Beatrice Cazeau regarding Koze Legal, 2021; Management Panel & Course Trainer for Women Leaders in Code Enforcement, 2021; Haitian American, Chamber of Commerce, 2021; Board Candidate, 2021 Election for FACE (Florida Association of Code Enforcement). Women Leaders in Code Enforcement, "Build While You Lead," 2022; NFBPA EMERGE Conference Co-Chair and Speaker, "Work/Life Balance," 2023; American Association of Code Enforcement, "Emotional Intelligence," 2023; Leadership Broward, "Unlocking the Authentic Leader within You," 2023

INDUSTRY ENGAGEMENT

- Florida League of Cities • MUNICIPAL ADMINISTRATION COMMITTEE MEMBER
- Florida Association of Code Enforcement • FORMER BOARD MEMBER, SERGEANT AT ARMS 2021 - 2023
- Southern Florida Association of Code Enforcement • FORMER BOARD MEMBER & 1ST VICE PRESIDENT
- American Planning Association • MEMBER
- National Forum of Black Public Administrators • MEMBER
- Big Brother Big Sister of Miami • BIG SISTER

CERTIFICATIONS: Supervision in Government, Civilian Parking Enforcement, Florida Association of Code Enforcement: Fundamentals of Code Enforcement, Florida Association of Code Enforcement: Administrative Aspects of Code Enforcement Level II, FEMA IS100 & FEMA IS700, Leadership Certification from Barry University

EDUCATION

**Executive Masters, Public Administration
Florida International University, Miami, FL**

**Bachelor of Arts, Criminal Justice
Florida Atlantic University, Boca Raton, FL**

**Associate of Arts, Criminal Justice
Broward College, Fort Lauderdale, FL**

ONYA BATES

✉ onyabean@yahoo.com

☎ (850) 319-6761

📍 Kenosha, WI, 54131

PROFESSIONAL SUMMARY

Dedicated Program Manager skilled in infrastructure improvements, social programs for targeted communities and budgeting. Manages multiple projects under tight deadlines. Committed to the community and seek positions that help achieve quality of life for all citizens in the community.

SKILLS

- Project Management
- Grant Writing
- Community Engagement
- Public Speaking
- Budget Experience
- Policy Making/Writing Experience
- Community Involvement

EDUCATION

TROY UNIVERSITY

Troy, AL • Expected in
12/2023

MPA: Public Administration

FLORIDA STATE UNIVERSITY

Tallahassee • 05/2014

BS: CRIMINOLOGY

WORK HISTORY

CITY OF KENOSHA - DEVELOPMENT SPECIALIST

KENOSHA, WI • 03/2023 - PRESENT

- Identified issues, analyzed information and provided solutions to problems.
- Created TID amendments to reallocate funds to other non-performing TIDs.
- Developed a redevelopment plan for an area affected by the 2020 riots.
- Accomplished multiple tasks within established time frames.
- Facilitated board meetings for Redevelopment Authority.
- Presented information on new programs to the Common Council.

CITY OF SARASOTA - REDEVELOPMENT MANAGER

SARASOTA, FL • 11/2018 - 06/2022

- Identified issues, analyzed information and provided solutions to problems.
- Developed team communications and information for meetings.
- Reviewed performance data to monitor and measure productivity, goal progress and activity levels.
- Evaluated report data to proactively adjust and enhance operations.
- Applied customer feedback to develop process improvements and support long-term business needs.

- Maximized productivity by keeping detailed records of daily progress and identifying and rectifying areas for improvement.
- Prepared and recommended long-range plans for development of community redevelopment plan.
- Created plans and communicated deadlines to ensure projects were completed on time

CITY OF PANAMA CITY - REDEVELOPMENT MANAGER
PANAMA CITY, FL • 09/2014 - 10/2018

- Promoted to Program Manager over three of four CRA Districts in Panama City, Millville, Downtown and St Andrews.
- Expanded cross-functional organizational capacity by collaborating across departments on priorities, functions and common goals.
- Controlled costs and optimized spending via restructuring of budgets for labor, capital assets, inventory purchasing and technology upgrades.
- Developed and maintained relationships with customers and suppliers through community outreach.
- Evaluated report data to proactively adjust and enhance operations.
- Accomplished multiple tasks within established timeframes.
- Prepared and recommended long-range plans for development of department personnel.

CITY OF PANAMA CITY - ADMINISTRATIVE ASSISTANT
PANAMA CITY, FL • 07/2011 - 09/2014

- Coordinated travel arrangements by booking airfare, hotel and ground transportation.
- Restocked supplies and placed purchase orders to maintain adequate stock levels.
- Answered multi-line phone system, routing calls, delivering messages to staff and greeting visitors.
- Supported efficient meetings by organizing spaces and materials, documenting discussions and distributing meeting notes.
- Generated reports and typed letters in Word and prepared PowerPoint presentations.
- Organized weekly staff meetings and logged minutes for corporate records.

ACCOMPLISHMENTS

- Received Florida Redevelopment Association certification as a Redevelopment Professional in October 2015.
- Received Coastal Partnership Initiative Grant from Florida Department of Environmental Protection for Watson Bayou Waterfront Park in October 2016.
- Negotiated contractual agreements for the city, including contract with CPH Inc. for the engineering portion of the Harrison Streetscape (2017).
- Created scope of work for the St. Andrews CRA Plan Update and worked with consultant SM&E as well as stakeholders in the area (2018).
- Completed Bayview Parking Lot in St. Andrews, by demolishing former adult club and connected apartment complex (2018).
- Developed and implemented Historic Preservation Grant Program and Special Cultural Events Grant Program after presenting to CRA Board for approval (2019).
- Created scope of work for the Newtown CRA Plan Update for consultant, negotiate final contract and work with consultant (2019).
- Recognized by the City Commission for the Small Business Assistance Emergency Covid Relief program our team created and implemented, that assisted local businesses within the City limits (2020).
- Participated in the City Leadership program that consisted of leadership courses to train effective leaders, finished 12-week program and received certificate (2021).
- Cultural Grants Program assisted Indelible Solutions out of Jacksonville with their annual toy drive and was able to bring Grammy Award Winning Artist Musiq Soulchild to perform a free concert for the residents of Newtown (2021).

RESOLUTION NO. CRA-01-23

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PERRINE COMMUNITY REDEVELOPMENT AGENCY (“AGENCY”) APPROVING A LOAN TO HIBISCUS GROVE, LP, A FLORIDA LIMITED PARTNERSHIP, OR RELATED ENTITY (“DEVELOPER”), IN AN AMOUNT NOT TO EXCEED \$2,000,000.00 (“LOAN”) OF TAX INCREMENT FINANCING (“TIF”) FUNDS FOR DEVELOPMENT OF HIBISCUS GROVE, AN AFFORDABLE AND WORKFORCE HOUSING AND MIXED-USE DEVELOPMENT (“DEVELOPMENT”); AUTHORIZING THE AGENCY TO REBATE TO DEVELOPER 55 PERCENT OF THE TIF REVENUES GENERATED ONLY FROM THE DEVELOPMENT ANNUALLY, FOR A TOTAL AMOUNT NOT TO EXCEED \$1,000,000.00, WITH PAYMENT COMMENCING AT RENT STABILIZATION, PROVIDED THAT THE RENTS REMAIN AFFORDABLE DURING THE TERM OF THE LOAN’S AFFORDABILITY PERIOD; AUTHORIZING THE EXECUTIVE DIRECTOR OR EXECUTIVE DIRECTOR’S DESIGNEE TO NEGOTIATE AND EXECUTE A CONDITIONAL LOAN COMMITMENT AND STANDARD SHELL CONTRACTS, STANDARD SHELL LOAN AND TIF REBATE DOCUMENTS, AMENDMENTS AND OTHER DOCUMENTS OR AGREEMENTS NECESSARY TO ACCOMPLISH THE PURPOSES OF THIS RESOLUTION; AND AUTHORIZING THE EXECUTIVE DIRECTOR OR EXECUTIVE DIRECTOR’S DESIGNEE TO SUBORDINATE OR MODIFY THE TERMS OF CONTRACTS, AMENDMENTS AND LOAN DOCUMENTS, AND TO EXERCISE THE TERMINATION, WAIVER, ACCELERATION AND OTHER PROVISIONS THEREIN

WHEREAS, Hibiscus Grove, LP, a Florida limited partnership (the “Developer”), is an affiliate of Interurban, LLC, a Florida limited liability company, which is an affordable and workforce housing development affiliate of the real estate development firm Integra; and

WHEREAS, the Developer, which is located at 150 SE 2nd Ave, Ste. 800, Miami, FL 33131, is an affordable housing developer that seeks to develop a 270-unit affordable and

workforce housing and mixed-used development to be known as Hibiscus Grove on the property located at 9948 West Hibiscus Street, Miami, Florida (“Proposed Development”); and

WHEREAS, the Proposed Development is located within the boundaries of the West Perrine Community redevelopment area (“redevelopment area”); and

WHEREAS, the Proposed Development will contain 216 rental units that will be occupied by households with incomes at 60 percent of area median income (“AMI”) and below, and will contain 54 rental units that will be occupied by households with incomes at 120 percent of AMI and below; and

WHEREAS, the Developer has represented to the Agency that the Proposed Development will include the features set forth in Exhibit “A” attached hereto and incorporated herein by reference, including, but not limited to office and community space for the West Perrine Community Redevelopment Agency (the “Agency”); and

WHEREAS, the Developer has represented to the Agency that it has commitments from other lenders, including R4 Capital Funding, LLC, a Delaware limited liability company, and Boston Financial Investment Management, LP, a Delaware limited partnership; and

WHEREAS, the Developer has also represented that it has applied for additional funding for the Proposed Development through Miami-Dade County’s Public Housing and Community Development Department’s competitive Request for Applications process; and

WHEREAS, the Developer has requested a gap loan with Tax Increment Financing (“TIF”) dollars from the Agency in the amount of \$2,000,000.00 with an interest rate of 1.5% simple interest (the “loan”), which such loan funds shall not be disbursed to the Developer until the Development’s rent stabilization occurs; and

WHEREAS, it is the desire of the Agency to provide the Developer with a TIF rebate in an amount not to exceed 55 percent of the TIF collected from the Proposed Development annually, in a total aggregate amount not to exceed \$1,000,000.00 (“rebate”), which payments shall commence upon the occurrence of rent stabilization, provided that the Development’s rental units remain affordable during the loan’s affordability period; and

WHEREAS, during the term of the loan, the Developer will lease to the Agency at least 625 square feet of office space within the Proposed Development for \$1.00 per year, and at least 2700 square feet of community space, within the Proposed Development, for \$1.00 per year; and

WHEREAS, the design of the Proposed Development’s public art component must be approved by the Agency before such component can commence its installation; and

WHEREAS, the Agency’s mission, among other things, is to remove slum and blight from and increase the supply of affordable housing within the redevelopment area; and

WHEREAS, this Board believes that providing the loan and the rebate for the development of the Proposed Development is in the best interest of the Agency and the residents living within the redevelopment area and Miami-Dade County; and

WHEREAS, accordingly, this Board wishes to authorize the loan and rebate, subject to the conditions set forth in that certain loan commitment letter attached hereto as Exhibit “B” and incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE WEST PERRINE COMMUNITY REDEVELOPMENT AGENCY, that:

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

Section 2. This Board authorizes a loan in an amount not to exceed \$2,000,000.00 of Tax Increment Financing (“TIF”) funds, and authorizes a rebate in an amount not to exceed 55 percent of the TIF collected from the Proposed Development annually, in a total aggregate amount not to exceed \$1,000,000.00 of TIF funds, to Hibiscus Grove, LP, a Florida limited partnership, or a related entity, for the development of known as Hibiscus Grove, a planned new-construction, 270-unit affordable and workforce housing and mixed-use development located at 9948 West Hibiscus Street, Miami, Florida.

Section 3. This Board authorizes the Executive Director or Executive Director’s designee to negotiate and execute a conditional loan commitment, in generally the form attached hereto as Exhibit “B” and incorporated herein by reference, and to negotiate and execute standard shell contracts, standard shell loan and rebate documents, amendments and other agreements and documents necessary to fulfill the purposes of this resolution.

Section 4. This Board further authorizes the Executive Director or Executive Director’s designee, upon a determination that such actions are in the best interest of the West Perrine Community Redevelopment Agency, to subordinate and/or modify the terms of contracts, amendments, and loan and/or rebate documents so long as such modifications are approved by the County Attorney’s Office and are not substantially inconsistent with this resolution, and exercise the termination, waiver, acceleration, or other provisions set forth therein.

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

Leviticus L. Gillard, Chair _____
Tyreke Spann, Vice Chair _____
Rhonda Richardson-Comer _____ Taj C. Echoles _____
Veronica Thompkins _____

The Chairperson thereupon declared the resolution duly passed and adopted this 13th day of December, 2023.

**WEST PERRINE COMMUNITY
REDEVELOPMENT AGENCY AND
ITS BOARD OF COMMISSIONERS**

By: _____
West Perrine CRA, Chair

Approved by CRA Attorney as
to form and legal sufficiency. _____

Terrence A. Smith





HIBISCUS GROVE

FASHION



HIBISCUS GROVE

COMMUNITY CENTER

COMMUNITY CENTER



COFFEE

FITNESS

FITNESS

FASHION





Artist's Rendering

Deal Summary	
Applicant / Borrower Entity	Hibiscus Grove, LP
CRA	West Perrine CRA
Address	9948 W. Hibiscus Street
9% or 4% LIHTC	4%
Demographic	Family
Development Category	New Construction
QCT or SADDA	QCT
Closing	Q1 2024
Projected Placed-in-Service	Q1 2026
Projected Stabilization	Q4 2026

Development Program	Building Type	Highrise	Income Set Asides	
			Income Level: % of Units:	Income Level: % of Units:
	1 Bedroom Units	168	33	135
	2 Bedroom Units	90	18	72
	3 Bedroom Units	12	3	9
	Total Units	270	54	216

Sources & Uses	Permanent		Construction *	
		%		%
LIHTC Syndication Equity	27,787,721	35.9%	12,504,474	16.4%
Permanent Debt	37,000,000	47.8%	-	0.0%
Construction Loan	-	0.0%	55,000,000	71.9%
CRA Loan	3,000,000	3.9%	-	0.0%
Deferred Developer Fee	9,675,598	12.5%	8,938,802	11.7%
Total Sources	\$ 77,463,319	100.0%	\$ 76,443,277	100.0%
Uses			\$/door	\$/Net SF
Land	3,888,500	5.0%	14,402	20
Hard Costs	51,150,000	66.0%	189,444	267
Soft Costs	5,257,199	6.8%	19,471	27
Financial Costs	5,079,900	6.6%	18,814	27
Developer Fee	11,067,678	14.3%	40,991	58
Operating Deficit Reserve	1,020,043	1.3%	3,778	5
Total Development Costs	\$ 77,463,319	100.0%	\$ 286,901	\$ 405

Tax Credit Calculation		Tax Credit Pay-In Schedule	
Development Cost Eligible Basis	68,935,521	at Financial Closing	20%
Applicable Fraction	80.0%	at Substantial (95%) Completion	25%
Qualified Basis	55,148,416	at Permanent Loan Conversion	54%
Qualified Basis plus 30% boost	71,692,941	at 8609's	1%
4% LIHTC Credit %	4.00%		
Annual Credits Generated	2,867,718		
Annual Credits Requested	2,865,000		
Aggregate Credits (10 years)	\$ 28,650,000		
% Syndicated To LP	99.99%		
Price Per Credit	\$ 0.97		
LIHTC Syndication Equity	\$ 27,787,721		

* Construction sources do not account for Operating Deficit Reserve, which will not be funded until conversion to permanent debt.

Pro Forma P&L Metrics		
Net Rental Income	4,515,343	100.0%
Operating Expenses	(1,537,645)	-34.1%
Net Operating Income	\$ 2,977,698	65.9%
Debt Service	(2,542,525)	-56.3%
Cash Flow	\$ 390,173	8.6%
Permanent Debt	\$ 37,000,000	
Stabilized DSCR	1.15x	

Debt Assumptions	
Construction Loan Origination Fee	1.25%
Construction Loan Interest Rate	6.25%
Permanent Loan Origination Fee	0.00%
Permanent Rate	6.50%
Amortization	45

Developer Fees Paid at Conversion / 8609	
Total Fees Paid:	\$ 1,392,080

Development Budget - Page 1			
	HC ELIGIBLE	HC INELIGIBLE *	TOTAL COSTS
HARD COSTS			
New Rental Units	41,200,000	500,000	41,700,000
Payment & Performance Bond	500,000	-	500,000
Actual Construction Cost	41,700,000	500,000	42,200,000
General Contractor Overhead & Fee	5,800,000	-	5,800,000
TOTAL HARD COSTS	47,500,000	500,000	48,000,000
HARD COST CONTINGENCY	2,400,000	-	2,400,000
Recreational/Owner Items	750,000	-	750,000
SOFT COSTS			
Accounting Fees	15,000	15,000	30,000
Appraisal	5,000	-	5,000
Architect's Fee - Site/Building Design	760,000	-	760,000
Architect's Fee - Supervision	210,000	-	210,000
Builder's Risk Insurance	300,000	-	300,000
Building Permitting Fees	400,000	-	400,000
Engineering & Professional Fees	350,000	-	350,000
Environmental Reporting	15,000	-	15,000
FHFC Administrative Fee	-	257,850	257,850
FHFC Application Fee	-	3,000	3,000
FHFC Compliance Fee	-	150,000	150,000
FHFC Credit Underwriting Fee	-	20,506	20,506
HFA Credit Underwriting & Closing Fee	-	17,000	17,000
Green Building Certification	20,000	-	20,000
Impact Fees	190,000	-	190,000
Inspection Fees	400,000	-	400,000
Insurance (GL & Flood)	550,000	-	550,000
Lease-up Expense	200,000	150,000	150,000
Legal Fees	200,000	25,000	225,000
Market Study	-	6,000	6,000
Marketing / Advertising	-	25,000	25,000
MOT & Offsite Construction Parking	50,000	-	50,000
Plan & Cost Review	-	7,500	7,500
Property Taxes	120,000	-	120,000
Soil Test Report	-	20,000	20,000
Surveying	90,000	15,000	105,000
Title Insurance & Closing Fees	-	300,000	300,000
Utility Connection Fee	270,000	-	270,000
Utility Relocation Fees	50,000	-	50,000
TOTAL SOFT COSTS	3,995,000	1,011,856	5,006,856
SOFT COST CONTINGENCY	250,343	-	250,343
			5.0% of TOTAL SOFT COSTS

13.74% of Actual Construction Costs

5.00% of TOTAL HARD COSTS

9.0% of annual housing credit request

Development Budget - Page 2

FINANCIAL COSTS	HC ELIGIBLE	HC INELIGIBLE *	TOTAL COSTS	
Construction Loan Origination Fee	687,500	-	687,500	1.25% of Construction Loan
Construction Loan Application Fee	45,000	-	45,000	
Construction Loan Interest	2,150,000	1,450,000	3,600,000	6.25% (Rate calculated as 10 Year Treasury plus 205bps)
Construction Loan Closing Costs	75,000	-	75,000	
Bond Cost of Issuance	-	540,000	540,000	
Bond Redemption Fee	-	32,400	32,400	0.18% x 18,000,000
Permanent Loan Closing Costs	-	25,000	25,000	
Equity Closing Costs	-	60,000	60,000	
Fiscal Agent Fee	15,000	-	15,000	
TOTAL FINANCIAL COSTS	2,972,500	2,107,400	5,079,900	
DEVELOPMENT COST	57,867,843	3,619,256	61,487,099	
DEVELOPER FEE	11,067,678	-	11,067,678	18.0% of Development Cost
LAND COST	-	3,888,500	3,888,500	
OPERATING DEFICIT RESERVE		1,020,043	1,020,043	Calculated as 3 months of: (a) operating expenses plus (b) debt service
TOTAL DEVELOPMENT COST	68,935,521	8,527,799	77,463,319	

INTERURBAN, LLC

Hibiscus Grove
Miami-Dade County, FL

Pro Forma P&L

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
INCOME (assumes 2% increase annually)															
Gross Potential Income	4,507,056	4,597,197	4,689,141	4,782,924	4,878,582	4,976,154	5,075,677	5,177,191	5,280,734	5,386,349	5,494,076	5,603,958	5,716,037	5,830,358	5,946,965
Laundry & Other Income	121,500	123,930	126,409	128,937	131,516	134,146	136,829	139,565	142,357	145,204	148,108	151,070	154,091	157,173	160,317
Commercial Income	175,000	178,500	182,070	185,711	189,426	193,214	197,078	201,020	205,040	209,141	213,324	217,591	221,942	226,381	230,909
Vacancy (6%)	(288,213)	(293,978)	(299,857)	(305,854)	(311,971)	(318,211)	(324,575)	(331,067)	(337,688)	(344,442)	(351,330)	(358,357)	(365,524)	(372,835)	(380,291)
Net Rental Income	4,515,343	4,605,649	4,697,762	4,791,718	4,887,552	4,985,303	5,085,009	5,186,709	5,290,444	5,396,252	5,504,177	5,614,261	5,726,546	5,841,077	5,957,899
EXPENSES (assumes 3% increase annually)															
General & Administrative	67,500	69,525	71,611	73,759	75,972	78,251	80,599	83,016	85,507	88,072	90,714	93,436	96,239	99,126	102,100
Payroll, Taxes & Benefits	310,500	319,815	329,409	339,292	349,470	359,955	370,753	381,876	393,332	405,132	417,286	429,805	442,699	455,980	469,659
Utilities	135,000	139,050	143,222	147,518	151,944	156,502	161,197	166,033	171,014	176,144	181,429	186,872	192,478	198,252	204,200
Repairs & Maintenance	47,250	48,668	50,128	51,631	53,180	54,776	56,419	58,112	59,855	61,651	63,500	65,405	67,367	69,388	71,470
Contract Services	148,500	152,955	157,544	162,270	167,138	172,152	177,317	182,636	188,115	193,759	199,572	205,559	211,725	218,077	224,620
Security	114,750	118,193	121,738	125,390	129,152	133,027	137,018	141,128	145,362	149,723	154,214	158,841	163,606	168,514	173,570
Insurance	243,000	250,290	257,799	265,533	273,499	281,704	290,155	298,859	307,825	317,060	326,572	336,369	346,460	356,854	367,559
Property Taxes *	151,778	156,331	161,021	165,852	170,827	175,952	181,231	186,668	192,268	198,036	203,977	209,973	216,399	222,891	229,578
Management Fee	225,767	230,282	234,888	239,586	244,378	249,265	254,250	259,335	264,522	269,813	275,209	280,713	286,327	292,054	297,895
Replacement Reserves	81,000	83,430	85,933	88,511	91,166	93,901	96,718	99,620	102,608	105,687	108,857	112,123	115,487	118,951	122,520
Bond Trustee Fee	4,500	4,635	4,774	4,917	5,065	5,217	5,373	5,534	5,700	5,871	6,048	6,229	6,416	6,608	6,807
HFA Compliance Monitoring Fee	8,100	8,343	8,593	8,851	9,117	9,390	9,672	9,962	10,261	10,569	10,886	11,212	11,549	11,895	12,252
Total Operating Expenses	1,537,645	1,581,517	1,626,659	1,673,110	1,720,908	1,770,091	1,820,701	1,872,780	1,926,370	1,981,516	2,038,263	2,096,659	2,156,751	2,218,591	2,282,228
Net Operating Income	\$ 2,977,698	\$ 3,024,133	\$ 3,071,103	\$ 3,118,608	\$ 3,166,644	\$ 3,215,212	\$ 3,264,308	\$ 3,313,930	\$ 3,364,074	\$ 3,414,737	\$ 3,465,915	\$ 3,517,602	\$ 3,569,795	\$ 3,622,487	\$ 3,675,671
First Mortgage Debt Service	(2,542,525)														
CRA Debt Service	(45,000)														
Net Cash Flow	\$ 390,173	\$ 436,608	\$ 483,578	\$ 531,082	\$ 579,119	\$ 627,687	\$ 676,783	\$ 726,405	\$ 776,549	\$ 827,212	\$ 878,389	\$ 930,077	\$ 982,270	\$ 1,034,961	\$ 1,088,146

* Assumes SB 102 75% Exemption of Workforce units, and 95% CRA rebate of 36% of the ad valorem property taxes

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
Asset Management Fee	(10,000)	(10,300)	(10,609)	(10,927)	(11,255)	(11,593)	(11,941)	(12,299)	(12,668)	(13,048)	(13,439)	(13,842)	(14,258)	(14,685)	(15,126)
Partnership Administration Fee	(10,000)	(10,300)	(10,609)	(10,927)	(11,255)	(11,593)	(11,941)	(12,299)	(12,668)	(13,048)	(13,439)	(13,842)	(14,258)	(14,685)	(15,126)
Deferred Developer Fee	370,173	416,008	462,360	509,228	556,609	604,501	652,902	701,807	751,213	801,116	851,511	902,393	953,755	1,005,591	136,431
Debt Service Coverage	1.15x	1.17x	1.19x	1.21x	1.22x	1.24x	1.26x	1.28x	1.30x	1.32x	1.34x	1.36x	1.38x	1.40x	1.42x

Rent Schedule *	# of Units	Net SF	120% of AMI	60% of AMI	Utility Allow **	Net Rent	Monthly	Annual
1 Bedroom WORKFORCE	33	579	\$ 2,323	\$ 1,161	(96)	\$ 2,227	73,491	881,892
1 Bedroom 60% AMI	135	579	\$ 2,323	\$ 1,161	(96)	\$ 1,065	143,775	1,725,300
2 Bedroom WORKFORCE	18	878	\$ 2,787	\$ 1,393	(151)	\$ 2,636	47,448	569,376
2 Bedroom 60% AMI	72	878	\$ 2,787	\$ 1,393	(151)	\$ 1,242	89,424	1,073,088
3 Bedroom WORKFORCE	3	1,265	\$ 3,220	\$ 1,610	(225)	\$ 2,995	8,985	107,820
3 Bedroom 60% AMI	9	1,265	\$ 3,220	\$ 1,610	(225)	\$ 1,385	12,465	149,580
	270						\$ 375,588	\$ 4,507,056

* Rents assume 2023 LIHTC rents, and Workforce rents are underwritten at the 120% AMI rent limits
** Utility Allowances are for Miami-Dade County, effective January, 2023

Permanent First Mortgage Financing	CRA FUNDING
\$ 37,000,000 Principal 6.50% Rate * 45 Amortization	\$ 3,000,000 Principal 1.50% Rate

* Rate calculated as 10 Year Treasury plus 205bps + 0.25% Miami-Dade HFA fee



OVERALL SITE PLAN

HIBISCUS GROVE

Hibiscus Grove - Development Overview & West Perrine CRA Financing Request

9948 West Hibiscus Street, unincorporated Miami-Dade County
November 2023

Development Program:

- 270 Affordable & Workforce Housing Units
 - 216 units (80%) set-aside for households with incomes averaging 60% of AMI and below (Affordable Housing)
 - 54 units (20%) set-aside for households with incomes at 120% of AMI and below (Workforce Housing)
- 3,300 sf (+/-) of CRA community space (*see further detail in Community Benefits section below*)
- 5,000 sf (+/-) of general commercial space
- Residential Unit Mix: 1, 2 and 3-bedroom units

Development Status:

- Administrative Site Plan Approval (“ASPR”) approved by Miami-Dade County
- Construction drawings complete
- Building Permit review under way
- Commitments executed for Low Income Housing Tax Credit equity and tax-exempt bonds

Community Benefits to West Perrine CRA:

- 2,700 sf (+/-) commercial space on the ground floor (Homestead Avenue frontage) in white box condition including restrooms, to be leased to the CRA or the CRA’s designee for \$1/year NNN
- 600 sf (+/-) of additional commercial space on the ground floor (Hibiscus Street frontage) in white box condition including restrooms, to be leased to the CRA or the CRA’s designee for \$1/year NNN
- Local and minority contracting opportunities
- Local jobs, via job fairs and community outreach
- Aesthetic collaboration on the development’s large artistic murals

West Perrine CRA Requested Funding:

- **Loan:**
 - \$3,000,000 principal loan amount
 - Use of Proceeds: Project Hard Construction Costs
 - Loan draws can be spread out over three (3) years (substantially all can be drawn at the end of 2026) so not to overly burden CRA budget in any single year
 - 1.5% interest only
 - Principal repayable prior to CRA expiration
 - Subject to underwriting/subsidy layering review by Miami-Dade County OMB or PHCD
- **Tax Increment Financing (“TIF”)**
 - Rebate of up to 85% of the CRA portion of the incremental ad valorem taxes attributable to the new development, to the extent not otherwise exempt pursuant to FL Senate Bill 102
 - Subject to underwriting/subsidy layering review by Miami-Dade County OMB or PHCD

EXHIBIT “B”

WEST PERRINE COMMUNITY REDEVELOPMENT AGENCY
Conditional Loan and Rebate Commitment

Date

To: Mr. Matthew Rieger
HTG Oasis, LLC.
3225 Aviation Avenue, 6th Floor
Coconut Grove, FL 33133

Re: Hibiscus Grove
9948 West Hibiscus Street
Miami, Florida

Type: New Construction – Affordable and Workforce Housing Mixed-Use Development

Dear Borrower:

We are pleased to advise you that on **December 13, 2023**, the West Perrine Community Redevelopment Agency (“Agency”) approved a Conditional Loan and Rebate Commitment (“Conditional Loan Commitment”) for development activity at the above-listed property (the “Property”). The Loan is conditionally committed for the payment of hard construction cost as a portion of the development costs to construct the 270-unit affordable and workforce housing and mixed-use development on the Property. The rebate is conditionally committed during the duration of the Loan’s term, provided that the rental units remain affordable. Agency’s **Resolution No. CRA-01-23** conditionally allocated up to **\$2,000,000.00** of Tax Increment Finance (“TIF”) funds for a Loan, and conditionally allocated an amount not to exceed 55% of the TIF collected from the Project annually, in a total aggregate amount not to exceed **\$1,000,000.00** of TIF funds for the rebate, and is subject to the following terms and conditions:

Borrower: Hibiscus Grove, LP, or related entity

Project: Hibiscus Grove, a 270-unit, high rise affordable and workforce housing and mixed-use development located at 9948 West Hibiscus Street in Miami-Dade County, Florida. The development will serve 270 households as follows; 216 households with incomes at or below 60% of Area Median Income (“AMI”) and 54 households at or below 120% of AMI. See the conditions below regarding applicable AMI for residents based upon the source of funds for the Loan.

Loan Amount: The Loan shall be in an amount of not-to-exceed **\$2,000,000.00** as approved by Agency in Resolution **No. CRA-01-23** for **\$2,000,000.00** and includes all terms and conditions of such Agency’s approval, including project scope, activity type and, for federal funds, national objective to be achieved (the “Loan”). The Loan amount may be decreased as determined by the Executive Director or Executive Director’s designee, based upon

Underwriting (defined below) and information and documentation provided by Borrower.

Conditions: The Loan is conditioned upon the terms, conditions and requirements set forth below (the “Conditions”). Agency shall not issue a final unconditional loan commitment, enter into a funding contract, close on the Loan or disburse the Loan funds until all the Conditions are met.

Collateral: Upon satisfaction of the Conditions, Agency and Borrower will enter into a funding contract and loan agreement. The Loan shall be evidenced by a promissory note and secured by a construction/permanent mortgage with assignment of leases and rents, a collateral assignment of leases and rents, a collateral assignment of construction documents, a rental regulatory agreement (where applicable), and any other security or collateral as deemed appropriate by the Executive Director or Executive Director’s designee, in their sole discretion, with approval of the County Attorney’s Office. Borrower shall additionally be required to provide Agency with an environmental indemnification agreement, a UCC-1, title affidavit, partnership affidavit (if applicable), corporate resolution approving the loan documents, opinion of counsel, certification of borrower to borrower’s counsel, and title policy making Agency an insured. The Collateral shall be determined based upon financial feasibility and subsidy layering underwriting to be performed by Agency’s staff in an internal process and by an independent underwriter and paid for by Borrower (“Underwriting”) following review of a current title search. Additional forms of security may be required if liens, encumbrances, restrictions or covenants exist on the Property which the Executive Director or Executive Director’s designee determines, in their sole discretion, threaten Agency’s Collateral. The Executive Director or Executive Director’s designee shall determine, in their sole discretion and in consultation with the County Attorney’s Office, whether the Collateral provided by Borrower is sufficient to close and disburse the Loan.

Interest Rate: Loan terms, including interest rates, are _____% interest during construction - years 1 and 2-and _____% interest-only payments for years 3–_____ from development cash flow, with another _____% interest accruing and due at maturity. Full principal is due at maturity; and as modified prior to closing by the Executive Director or Executive Director’s designee in accordance with the results of Underwriting.

Repayable: There will be no penalty for prepayment of the Loan (payment of Loan balance before the end of the repayment term). All terms may be modified prior to closing by the Executive Director or Executive Director’s designee in accordance with the results of Underwriting. The prepayment of any Loan shall not affect the term of affordability set forth in the Rental Regulatory Agreement or in any of the other loan documents.

Term: The Loan will be for _____ years, or as may be established prior to closing by the Executive Director or Executive Director’s designee in accordance with the results of Underwriting.

Conditions:

1. Underwriting, as explained above, shall include financial feasibility review, subsidy layering review, and credit review. Underwriting is performed to protect Agency's scarce affordable housing funds and is performed to ensure that the Project has sufficient financing to be completed timely and that the Project is not over-subsidized, meaning the Loan is not needed or the Loan amount is too high. Agency reserves the right to reduce the Loan amount subject to Underwriting. Agency further reserves the right to refuse to issue a final, unconditional loan commitment to Borrower or to enter into a contract for the Loan or to close on the Loan in the event that Underwriting determines that the project is financially unfeasible or otherwise is unfeasible. The costs of Underwriting are to be paid by Borrower.
2. Borrower must prove control of the Property through purchase or lease, as evidenced by a deed or lease and recorded memorandum of lease in Borrower's name. Absence of any threat of foreclosure, taking by eminent domain, or pending bankruptcy are additionally required.
3. Borrower must provide Agency with written financing commitments showing committed financing for the entire Development Cost of the Project, including any gaps between the Loan and the overall costs to develop the Project. The Development Cost of the Project means the total cost of completing the entire Project, from acquisition to the issuance of Certificate of Occupancy, including but not limited to the costs for acquisition, design and planning, zoning and variances, financing costs, legal costs, construction, and permitting. In the event of a dispute as to what amount constitutes the actual Development Cost, Borrower and County will use the amount determined by Underwriting to be the Development Cost.
4. Conformance of the Project with Agency legislation approving the Loan.
5. Complete plans and specifications of the Project.
6. Payment and performance bond in the amount of the entire construction budget or otherwise in conformance with applicable law. Where a payment and performance bond are not required by law, the Executive Director or Executive Director's designee may alternatively accept – at the Executive Director or Executive Director's designee sole discretion – a letter of credit in an amount acceptable to the Executive Director or Executive Director's designee.
7. Appraisal of the Property showing that the value of the Project and Property, when completed, exceeds the total amount of debt from all sources to be secured by the Project, unless waived by the Executive Director or Executive Director's designee.
8. A Phase I environmental report requiring no further action.
9. Such other conditions which are customary and reasonable for a loan of this nature, such as adhering to all Federal, State and local regulations, ordinances, codes and standards.
10. The Loan may only be used for the development of affordable housing for residents with household incomes not greater than 120% of AMI.

- 11. Borrower, its agents and/or representatives, shall provide written notice to Agency related to the availability of rental opportunities, including, but not limited to, the number of available units, bedroom size, and rental prices of such rental units at the start of any leasing activity; requiring the developer advertise the information described in newspapers of general circulation.

Rebate: In the event that Agency and Borrower close on the Loan in a timely manner, and Borrower is in compliance with the terms of all loan documents related to the Loan, then, prior to rent stabilization (which in the avoidance of doubt the occurrence of said rent stabilization will be confirmed or denied in Agency’s sole and absolute discretion), Agency and Borrower will endeavor to negotiate and execute an agreement that will provide Borrower with a TIF rebate in an amount not to exceed 55% of the TIF collected from the Project annually, in a total aggregate amount not to exceed \$1,000,000.00, provided that the Project’s rental units remain affordable during the Loan’s affordability period.

This Conditional Loan Commitment will expire in _____ if not extended by Agency. An extension of this Conditional Loan Commitment may be granted at the sole and absolute discretion of Agency. Any extension granted must be signed by the Executive Director or Executive Director’s designee to be valid. If the Loan does not close prior to the expiration or extension of this Conditional Loan Commitment, the funds will be subject to recapture and allocated to other projects. This Conditional Loan Commitment is not assignable. This Conditional Loan Commitment is the sole and complete agreement between the parties as to the terms of the Loan described herein. The terms of this Conditional Loan Commitment may only be changed in writing in a document signed by the Executive Director or Executive Director’s designee. No representations, written or verbal, of Miami-Dade County or Agency’s employees, or others purporting to act on behalf of Agency, may change the terms of this Commitment.

Agency wishes to thank you for your proposal and the opportunity to provide financing for this development, and we look forward to closing this transaction.

Sincerely,

WEST PERRINE COMMUNITY REDEVELOPMENT AGENCY

Executive Director or Executive Director’s designee

Date: _____

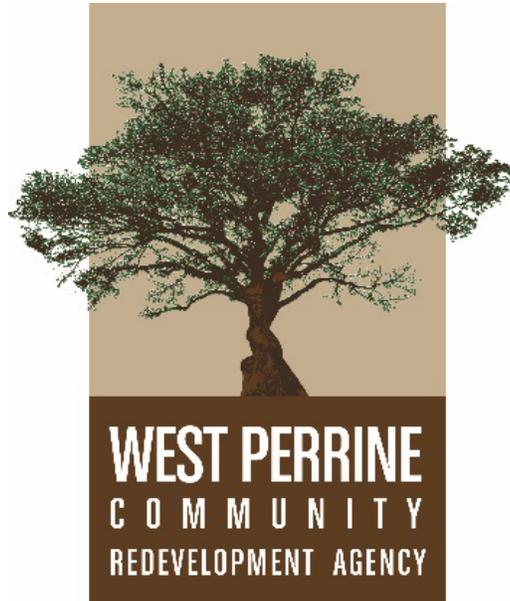
Approved as to Form and Legal Sufficiency

Assistant County Attorney

Date _____



WEST PERRINE COMMUNITY REDEVELOPMENT AGENCY



BEAUTIFICATION GRANT PROGRAM MANUAL

DECEMBER 2023



WEST PERRINE COMMUNITY REDEVELOPMENT AGENCY

BEAUTIFICATION PROGRAM

I. WEST PERRINE COMMUNITY REDEVELOPMENT AGENCY BACKGROUND

The Miami-Dade County Board of County Commissioners created the West Perrine Community Redevelopment Agency (“Agency” or “CRA”) in 2005, pursuant to Florida State Law. The boundaries of the Agency include US-1 on the east and southeast, SW 168 Street on the north and the Homestead Extension of the Florida’s Turnpike on the west and southwest (“Redevelopment Area”).

The Beautification Program (“BP”) was developed by the Agency to provide financial assistance to qualified business owners located within the boundaries of the Redevelopment Area. Assistance may be used to mitigate conditions of slum and blight which the CRA was created to address and to improve the overall chance of success and prosperity for businesses in the Redevelopment Area.

II. BEAUTIFICATION PROGRAM

The Agency’s BP was designed to support businesses within the Redevelopment Area and to encourage businesses by assisting with much needed funding to support “curb appeal” enhancements in West Perrine.

These policy and procedures are established to outline program guidelines to be used for providing assistance to licensed business owners to beautify privately-owned commercial/industrial occupied buildings, public spaces, common areas, and corridors. At the time of application, a business must have been in operation a minimum of one year. Funds can only be used for beautification projects to buildings and/or properties, public spaces, common areas and corridors.

A. Grant Objectives

The specific purposes of the BP are to assist businesses in the Redevelopment Area to beautify surrounding areas and/or structures and to reduce conditions of slum and blight to improve the business’ chances of success.

B. Funding and Grant Limits

The BP is funded out of the Agency’s annual budget.

If a business is awarded a BP grant, the business shall not be eligible to apply for any other CRA grant program for a minimum period of two (2) years from the date that the completed application was accepted.

C. CRA Grants Administrator/Grants Program Contacts

TBD

III. ELIGIBLE USES OF BEAUTIFICATION GRANT PROGRAM FUNDS

Each project must be approved by the CRA or its representatives. Consideration and approval of an application is subject to available funding. Projects eligible for funding by the BP include:

- Area clean-ups
- Pressure cleaning/paint sidewalks and structures
- Pedestrian enhancements such as benches, bicycle racks or trash containers
- Tree planters and/or landscaping
- Corridor beautification
- Signs, etc

All funded projects are subject to approval by the appropriate government agencies. The applicant is responsible for obtaining all required permits and approvals for the project. The applicant is responsible for selecting and employing their own contractors. All contractors must be licensed and insured.

IV. INELIGIBLE USES OF GRANT FUNDS

Program grant funds shall not be used for day-to-day operating expenses, including, but not limited to the following:

- Under no circumstances can BP grant funds be used to pay any costs associated with debt
- Mortgage payments for real estate
- Purchasing inventory for resale
- Late payment fees
- Purchase of alcohol, tobacco or medicine
- Any illegal activity

Religious institutions, national chains/franchises, residences, adult entertainment businesses, tattoo shops, smoke shops, marijuana dispensaries, bars and liquor stores are not eligible for CRA grant funding.

If the items approved by the CRA for funding are unavailable and/or the grantee needs to substitute items, the grantee must confer with the Grants Administrator to determine if those items will fall within the approved grant program guidelines. If a request for a grant extension is needed, the Grantee must make the request in writing ninety (90) days prior to its expiration. Staff may grant an extension of up to one hundred eighty (180) days. If an extension for longer than one hundred eighty (180) days is needed, staff will forward the request to the CRA Board.

V. BUSINESS INNOVATION AND INVESTMENT GRANT AWARDS

A. Application Review

Each application will be evaluated by the Agency and its representatives for: 1) completeness, 2) conformance with the objectives of the BP, and 3) the economic impact of the use of the funds proposed by the applicant. The Agency reserves the right at its sole and absolute discretion, to reject any and all grant applications, postpone or cancel the Program, or waive any irregularities in applications submitted for program grant funding. The Agency reserves the right to request and evaluate additional information from any applicant after the submission deadline, as the Agency deems necessary.

*Refer to the application for the preferred targeted field/industries, which will receive bonus points.

B. Grant Details

1. As a condition for funding, successful applicants will be required to provide verbal quarterly updates, to the CRA Board, through the Grants Administrator which will be the grantees point of contact and information.
2. The term of the BP Agreement will be twelve (12) months, commencing on the date of execution by the CRA Chair. If additional time is required due to verifiable extenuating circumstances outside the control of the grantee, an extension may be granted for a period of up to twelve (12) months in the CRA's sole and absolute discretion. The CRA reserves the right to exercise independent discretion to grant or deny any request.
3. If any delays are encountered which affect the ability of the grantee to expend CRA funds, the grantee must apprise the Grants Administrator prior to the grant's expiration. If a request for a grant extension is needed, the request must be made by the Grantee ninety (90) days prior to its expiration. If an extension for longer than one hundred eighty (180) days is needed, staff will forward the request and sufficient justification to the CRA Board for its review and final determination.
4. If the approved scope requires revision, the grantee must confer with the Grants Administrator to determine if the new scope will fall within the approved grant program guidelines. If so, the Grants Administrator shall inform staff and the Board in writing and seek prior approval.
5. Grantee must provide evidence that it has sufficient site control of the property.

VI. APPLICANT QUALIFICATION AND SUBMISSION REQUIREMENTS

In order to qualify for program grant funding all applicants must meet the following requirements. Failure to meet any one of the requirements listed below will automatically disqualify applicant from the program. The mandatory program requirements are:

1. Applicant business must have been in business for a minimum of two (2) years and cannot be a religious institution, national chain or franchise, residence(s), adult entertainment business, tattoo shop, smoke shop, marijuana dispensary, bar and/or liquor store.
2. Applicant must submit a complete grant application, signed by the Chief Executive Officer, Managing Principal, or majority owner of the applicant company.
3. Applications must be submitted during one of the annual application submission periods.
4. Completed applications must be submitted to the Grants Administrator by the published deadline date. Late applications will not be accepted or considered.

5. The eligible equipment, products, goods, or services purchased using BP funds MUST be used directly in the applicant's business. Items purchased using BP funds may not be used for personal purposes.
6. Applicants awarded a BP grant, are not eligible for new or additional CRA funds for a period of one year from the date that the completed application was accepted.
7. Applicant must not have any delinquent loans or grants/outstanding debt with the Agency, Miami-Dade County or a Miami-Dade County-funded agency.
8. The term of the BP Agreement will be twelve (12) months, commencing on the date of execution by the CRA Chair. If additional time is required due to verifiable extenuating circumstances outside the control of the awarded applicant, the applicant must request a written extension three months prior to expiration of grant. The CRA reserves the right to exercise independent discretion to grant or deny any request. An extension may be granted for a period of twelve (12) months.

VII. PAYMENT PROCESS

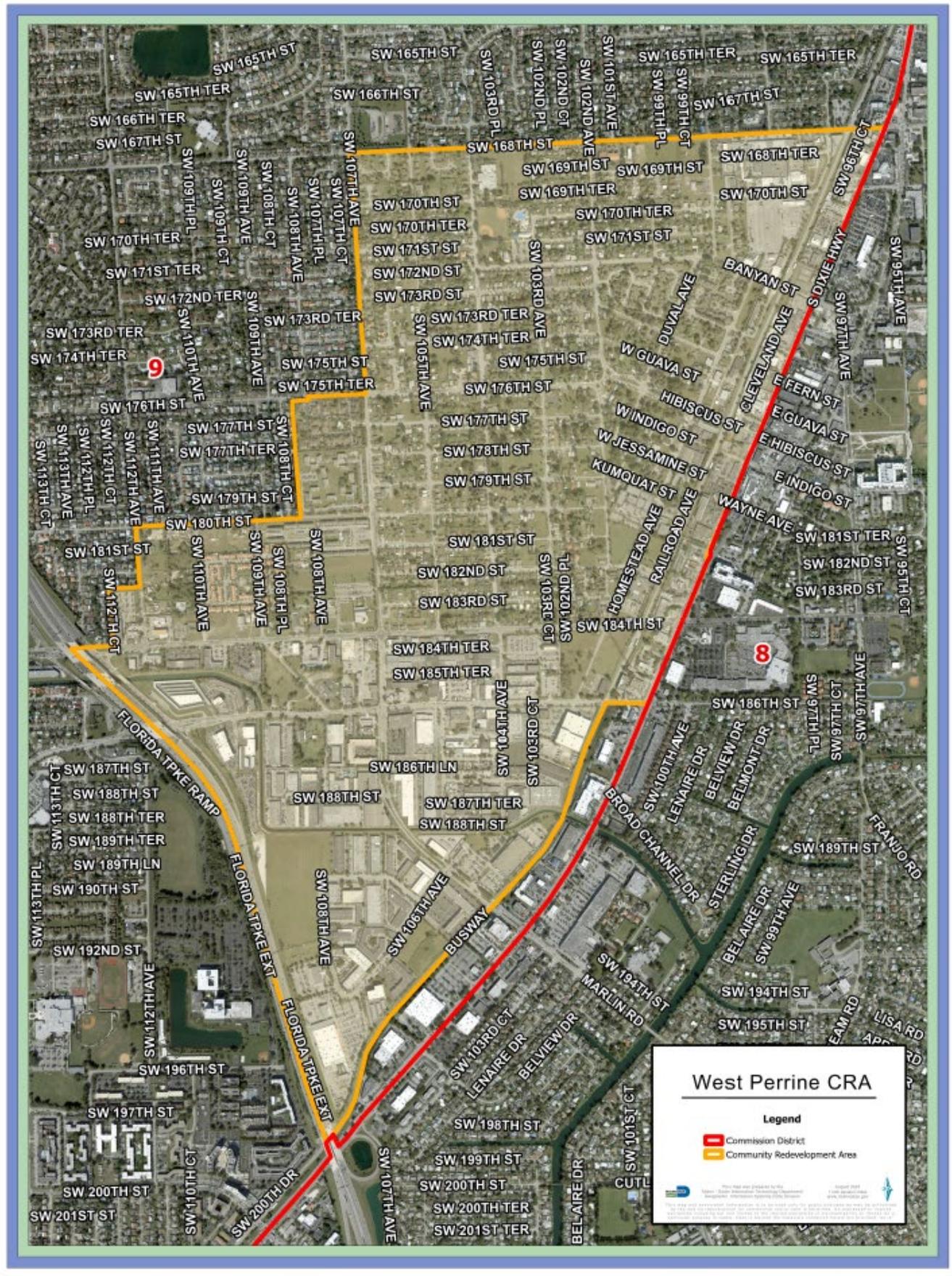
In order to receive reimbursement for eligible expenditures under the BP, the Grantee must provide the following:

1. An invoice from vendor with an outline of the specific good/service(s) provided (vendor's name must be spelled out completely and name must match on all submitted forms for payment to be approved). A copy of cancelled check/bank statement showing the expense has occurred must be provided;
2. A completed and signed W-9 Form with vendor's FEIN Number or grantee's FEIN Number;
3. Proof that the vendor/grantee is registered and ACTIVE with the state in which they are incorporated (i.e. <http://dos.myflorida.com/sunbiz/> for businesses in the State of Florida);
Note: If the vendor has a fictitious name, it must also be registered and active with the state and listed on W-9 and invoice.
4. A copy of the vendor's/grantee's current Miami-Dade County Business Tax Receipt (BTR); and
Note: If vendor is not located in Miami-Dade County, a BTR is not required.
5. A complete and signed "Authorization to Release Funds" Form.

VIII. DISCLAIMERS

- A. The CRA reserves the right, in its sole and absolute discretion, to reject any and all grant applications, postpone or cancel the BP, or waive any irregularities in applications submitted for BP grant funding.
- B. The CRA reserves the right to request and evaluate additional information from any applicant after the submission deadline as the CRA deems necessary.
- C. Areas not covered in detail in this policy which arise during the application or implementation of the BP will be handled as the situation may dictate so as not to impede orderly progress. If an issue has the potential for reoccurrence, it shall be resolved, and then included as an addendum to this policy. The CRA Board shall have the final determination related to interpretations of this policy.
- D. The CRA reserves the right to rescind/withdraw any award if it suspects any irregularities or improprieties on the part of an applicant or grantee, if awarded.
- E. In addition, successful applicants may be required to provide documentation of attendance in at least one small business program operated by an appropriate not-for-profit, private or public company, Miami-Dade County or university/college, prior to receiving reimbursement. If deemed necessary, the CRA staff reserves the right to withhold funding, pending attendance of said program. Applicants may be required to also participate in some activities sponsored by the CRA.

West Perrine Community Redevelopment Agency Map



Resources for Small Businesses

- Regulatory & Economic Resources Department, Small Business Development Resources <https://www.miamidade.gov/business/business-development-resources.asp>
- Internal Services Department, Small Business Development <http://www.miamidade.gov/smallbusiness/home.asp>
- U.S. Small Business Administration Resource Guide <https://www.sba.gov/business-guide/>
- Florida Small Business Development Center <http://floridasbdc.org/>

West Perrine Community Redevelopment Agency
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<https://www.miamidade.gov/global/government/boards/west-perrine-cra.page>