



AGENDA

NORTH MIAMI CRA ADVISORY COMMITTEE REGULAR MEETING

Monday, December 1, 2008
6:00 P.M.

North Miami CRA Office
615 N.E. 124th Street, North Miami, FL 33161

- I. CALL TO ORDER/ROLL CALL
- II. APPROVAL OF AGENDA
- III. APPROVAL OF MINUTES – November 3, 2008
- IV. ITEMS FOR REVIEW AND/OR ACTION



AFFORDABLE HOUSING EFFORTS

- **NEW HOUSING CONSTRUCTION**

Agenda Item 1

Status update regarding the Pioneer Gardens affordable housing development relative to site/environmental remediation, proposed development budget, site plan, project design, construction financing, development timetable, etc. (Attachment)

Agenda Item 2

Proposed agreement with the Urban Residential Development Group for the conduct of Pre-Purchase Inspections relative to Federal Housing Quality Standards and Federal Occupancy Standards for the CRA Homebuyer Subsidy Loan Program (Attachment)

- **HOME BUYER PURCHASE ASSISTANCE**
- **SINGLE FAMILY HOME REHABILITATION**
- **AFFORDABLE RENTAL HOUSING**

Agenda Item 3

Status update regarding the proposed scope of rehabilitation for the Bel House Apartments East Building (No Attachment)

- **OTHER**



COMMERCIAL & ECONOMIC DEVELOPMENT PROGRAMS

- **COMMERCIAL GRANTS**
- **OTHER**

Agenda Item 4

Recommendation to increase the amount of Commercial Rehabilitation Grant assistance for the Arnold's Royal Castle project from the revised grant amount of \$56,778.52 to \$80,000.00 (Attachment)



CAPITAL IMPROVEMENTS & INFRASTRUCTURE



ADMINISTRATIVE & OTHER

Agenda Item 5

Annual election of the Chair and Vice-Chair of the CRA Advisory Committee (Attachment)

Agenda Item 6

Proposed CRAAC meeting calendar for 2009 (Attachment)



COMMUNITY OUTREACH

V. OLD BUSINESS

VI. NEW BUSINESS

VII. ADJOURNMENT

The next CRA Advisory Committee Meeting is scheduled for Monday, January 5, 2009 at 6:00 p.m. in the City Council Chambers

Note: Two or more members of the City Council/CRA Board of Commissioners and/or other elected or appointed public officials may be present at this meeting. If any person decides to appeal any decision made with respect to any matter considered at this public meeting or hearing, he/she will need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. If you desire auxiliary services to assist in viewing or hearing the meetings, or reading meeting agendas and minutes, please contact the Office of the CRA Secretary at (305) 895-9817.

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SUMMARY MINUTES

**REGULAR COMMUNITY REDEVELOPMENT AGENCY
ADVISORY COMMITTEE MEETING**

Monday, November 3rd, 2008

A regular meeting of the Chairman and Members of the Community Redevelopment Agency Advisory Committee (CRAAC) was held at the North Miami City Hall council Chambers at 6:20 p.m.

(Phonetic spelling of each speaker's name may be used throughout the minutes unless correct spelling is known.)

I. Call to Order

ROLL CALL	Absent/ Present	Absences 2008-09*
Clint Bower	P	0
Blanca Cobo	P	0
Inez Couch	P	0
Dr. Smith Joseph	A	1
Michael McDearmaid	7:12 pm	0
Roseline Philippe	P	0
Clark Reynolds	A	1
David Rosemond	P	0
Duke Sorey	7:02 pm	0
Armando Vidal	P	0
Mark Wolin	A	1
* Absences from special or rescheduled meetings are not counted		

II. Approval of Agenda

The agenda was unanimously approved.

III. Approval of Minutes

Moved by Ms. Feldman, seconded by Mr. McDearmaid

To approve the minutes to the CRAAC Regular Meeting on October 6th, 2008.

Approved 6-0

IV. Items for Review and/or Action

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Item 1 - Status update regarding the Pioneer Gardens affordable housing development relative to site/environmental remediation, proposed development budget, site plan, project design, construction financing, development timetable

The CRA Executive Director gave a status update on the Pioneer Gardens project. The CRA Executive Director then introduced Daryl Lee of Urban Residential Development Group. Mr. Lee explained that DERM had analyzed the data submitted on the Pioneer Gardens site and requested additional soil samples.

Mr. Vidal asked when we can expect DERM to finish their final review, Mr. Lee responded that they will try to get the lab results of the new samples out to DERM before Thanksgiving in the hope that DERM will have the final review complete before the Christmas holiday period.

Item 2 - Proposed Agreement between the North Miami CRA and the Urban Residential Development Group for the implementation of the Single-Family Home Rehabilitation Program

The CRA Executive Director introduced the proposed agreement between the North Miami CRA and the Urban Residential Development Group for the implementation of the Single-Family Home Rehabilitation Program.

Moved by Mr. Rosemond, seconded by Ms. Couch

To recommend approval of the Proposed Agreement between the North Miami CRA and the Urban Residential Development Group for the implementation of the Single-Family Home Rehabilitation Program

Approved 6-0

Item 3 - Status update regarding the proposed scope of rehabilitation for the Bel House Apartments East Building

The CRA Executive Director gave a status update on the Bel House Apartments project. Mr. Beilinson of Beilinson Gomez Architects and Joe Guarino of Urban Residential Development Group were both present to answer any questions. Mr. Guarino said that, Mr. Jackson, Building Official at the City of North Miami has given a preliminary verbal approval of the rehabilitation plans.

Ms. Couch asked if the ground floor units would be ADA compliant. Mr. Beilinson replied that they will be.

Item 4 - Status update regarding proposed FY 2008-09 business outreach services from the Dynamic Community Development Corporation

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The CRA Executive Director introduced Steven Zorn of Dynamic Community Development Corporation who then addressed the CRA Advisory Committee about the proposed projects that Dynamic CDC will undertake in FY 08-09.

North Miami City Councilman Jacques Despinosse asked what proportion of the jobs that were created as a result of Dynamic's 2008 Job Fair were full time positions. Mr. Zorn replied that 22 of the positions were full time, and another 10 were seasonal.

Item 5 - Status update regarding proposed FY 2008-09 micro-lending program from Partners for Self Employment, Inc. d/b/a Micro Business USA, Inc.

Maria Coto described the loan and self employment training programs that are being offered at the Partners for Self Employment, Inc. program office now located in the City of North Miami.

Item 6 - Proposed changes to the CRA Affordable Housing Program requirements per the pending amendment to the Redevelopment Plan

The CRA Executive Director explained the pending amendments to the Affordable Housing policies in the CRA Redevelopment Plan. The Miami-Dade County Board of Commissioners have now approved the amendments.

Item 7 - Status update regarding negotiations to extend the lease for the CRA's office space for up to two (2) additional six-month periods through December 31, 2009

The CRA executive Director explained to the advisory committee that the CRA plans on extending their current office space lease with options through the end of 2009.

Moved by Mr. Vidal, seconded by Ms. Philippe

To recommend that the CRA Board approve extending the lease for the CRA's office space.

Approved 7-0

Item 8 - Status update regarding the FY 2008-09 S.T.U.D.Y. Academic Internship Program from JHS & Associates, Inc.

Dr. Sylvain Jolibois gave the CRA Advisory Committee a summary of the pilot year Academic Internship Program funded by the CRA in FY 2007-08.

Mr. Vidal asked whether there would be any analysis done on the effectiveness of the program. The CRA Executive Director replied in the affirmative and explained that this year the program's advisory panel will be enlarged to

Draft

represent a broader spectrum of stakeholders in the community, including a member from the Office of the City Manager, and representatives from the School Board and each of the universities in the local area.

Mr. Rosemond suggested that the advisory panel should also have some representation from the private sector, such as a major engineering firm.

Mr. Sorey noted that a majority of the interns from the pilot year were listed as interested in pursuing a career in the medical field. He advised that, in the coming year, the project should focus on recruiting students that are actually interested in pursuing a career in a field related to urban development.

Item 9 - Status update regarding FY 2008-09 program activities from the Police Athletic League of North Miami, Inc.

Officer Willie Walden of the Police Athletic League gave an update on the proposed activities of the Police Athletic League. He advised that currently the Police Athletic League is still in negotiation over its lease for a facility. The facility should be ready to open in mid to late January 2009.

Item 10 - Proposed Contract for Services for an Urban Land Institute (ULI) SE Florida/Caribbean Technical Assistance Panel

The CRA Executive Director briefed the advisory committee on the proposed Urban Land Institute Technical Assistance Panel, which will most likely convene in February of 2009 to discuss and give expert advice on revitalization strategies for the downtown commercial core of the city including an assessment of the feasibility of bringing a hotel to Downtown North Miami.

Mr. McDearmaid mentioned that he had seen the ULI do great work with other municipalities in South Florida and considered the ULI a “great tool” for the North Miami CRA.

Mr. Vidal asked the CRA Executive Director whether two days is really a sufficient time frame for the ULI Technical Assistance Panel to get a full understanding of the challenges that the downtown area faces.

The CRA Executive Director replied that the panel will receive a package of information about North Miami, compiled by staff at the City and CRA, and will have two weeks to review this package before they convene.

Moved by Mr. Rosemond, seconded by Mr. Bower

That the CRA Advisory Committee give their support of the proposed contract of services for the Urban Land Institute (ULI) Technical Assistance Panel

Approved 9-1, with Mr. Vidal against

V. Old Business

No discussion.

VI. New Business

The CRA Executive Director gave a brief summary of the 2008 Florida Redevelopment Association Conference and handed out some materials from the conference recognizing outstanding CRA projects across the state. The CRA Executive Director reminded the advisory committee that in 2009, the FRA Conference will be held in Orlando.

Mr. Sorey noted the lack of medical facilities for the elderly within the City of North Miami in comparison to other neighboring cities such as Hialeah, he suggested that the City should be doing something to encourage more medical facilities to locate within the North Miami area.

The CRA Executive Director replied that the City of North Miami has in fact been working with the Borinquen Health Clinic in their efforts to locate a new branch within the North Miami city limits.

VII. Adjournment

The meeting was adjourned at 8:00 pm

PIONEER GARDENS ENVIRONMENTAL WORK SUMMARY

REP Assoc Work Order #	Task	Scope of Work	Work Completed	Anticipated Schedule
1	Asbestos RAP Phase I Oversight	Oversight and reporting of soil mound containing asbestos material	100% Completed	N/A
2	Asbestos RAP Review, DERM Meeting and Site Walk	Review RAP prepared by HSA, meeting with DERM for RAP approval, site walk with DERM	100% Completed	N/A
3	Asbestos RAP Phase II Oversight	Oversight and reporting of all subsurface work on site including subsurface demolition, excavation, and site work	2 Days of oversight provided during WASD excavation/investigation of force mains on site.	Additional oversight to be provided as needed for additional WASD investigation/installations. Oversight also will be scheduled in accordance with subsurface demolition and site work schedules.
4	Site Assessment of UST Area	Soil sampling and delineation of UST area as required by DERM based on results of the TCAR - work included a total of 13 soil borings and 39 soil samples for lab analyses. Site Assessment Report submitted to DERM on 9/17/08. Recommended to DERM that no additional sampling be conducted due to the arsenic and BAP assumed to be site wide. Recommended moving to the Remedial Action phase.	Comments received from DERM on 10/24/08. DERM concurred with the conclusion that BAP existed site-wide, and therefore no further sampling is required in this area. DERM forwarded to FDEP a request to change the status to "no Cleanup Required" which effectively closes the TCAR.	Remediation for this area will be incorporated with the site remedial action plan which will be implemented upon approval of the Site Assessment Addendum for the Due Diligence areas.
5	Site Assessment of Due Diligence Areas	Soil and groundwater sampling and delineation of areas previously noted in the 2006 Phase II Environmental Site Assessment, including former nursery area, former pond area, former street sweeping area, and suspected sludge area. Field work included a total of 42 soil borings and 3 temporary monitoring wells. Lab analyses included a total of 3 groundwater samples and 121 soil samples for lab analyses. Site Assessment Report submitted to DERM on 9/17/08 indicating the following residential exceedances in soil: Arsenic at former nursery area, former street sweepings area, and suspected sludge area; Mercury at sludge area; Benzo(a)pyrene at former street sweepings area, and dieldrin at former nursery area. Residential criteria exceedances in groundwater for Arsenic in former nursery area and former street sweepings area. Recommended moving to the Remedial Action phase.	Comments received from DERM on 10/24/08 requiring additional sampling and delineation of soil and ground water exceedances. Field work for the additional sampling completed the week of 11/3/08 which included the following: Nursery area - 7 soil borings and 21 soil samples for lead and dieldrin, 4 additional monitoring wells installed and 5 groundwater samples for dieldrin, cadmium, nitrate and ammonia; Former Sludge area - 5 soil borings/samples for nitrate and ammonia, 1 monitoring well installed and 1 groundwater sample for arsenic, fecal coliform, fecal strep, ammonia and nitrate; Street Sweepings area - 5 monitoring wells installed and 5 groundwater samples for arsenic; Former Pond - 1 groundwater sample (existing well) for VOA, PCB and lead. In addition, 2 additional monitoring wells were installed upgradient and downgradient of the site, and 2 groundwater samples were collected for arsenic in order to determine background levels in the groundwater.	Lab results and draft Site Assessment Addendum report expected by 11/26/08. Final report expected to be submitted to DERM by 12/1/08. Upon DERM concurrence of the Site Assessment Report and Addendum, a Remedial Action Plan will be presented to DERM for approval.

**PLEASE NOTE THAT THE
ATTACHMENT FOR THIS AGENDA
ITEM WILL BE DISTRIBUTED AT
THE UPCOMING MEETING**



AGENDA ITEM IV

NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY

CRA Board
Kevin A. Burns, Chair
Michael R. Blynn
Jacques Despinosse
Scott Galvin
Marie Erlande Steril

Executive Director
Tony E. Crapp, Sr.

CRA Attorney
Steven W. Zelkowitz

Date: December 4, 2008

To: Honorable Chairman and Members
CRA Board of Commissioners

From: Tony E. Crapp, Sr.
Executive Director

Subject: Recommendation to increase the amount of Commercial Rehabilitation Grant Assistance for the restoration of Arnold's Royal Castle Restaurant located at 12490 NW 7th Avenue from \$56,778.52 to \$80,000.00

Pursuant to the prior approval of the CRA Board, Commercial Rehabilitation Grant assistance has been extended to the Arnold's Royal Castle project in the current revised amount of \$56,778.52 representing 50% of the revised total project cost of \$113,557.03 (e.g. original total estimated project cost of \$122,687.37 less cost of deleted drive-through in the estimated amount of \$9,130.34 = \$113,557.03). By way of the attached letter dated 11/13/08 (copy attached), Mr. Wayne Arnold is advising the CRA that the total project cost is now currently estimated at \$213,379.68 and is therefore requesting an increase in the amount of the Commercial Rehabilitation Grant for his project from the current amount of \$56,778.52 to \$80,000.00.

It recommended that the CRA Board approve the requested increase in the grant amount of \$23,221.48 to a total of \$80,000.00 and authorize an amendment to the existing grant agreement for the project.

Background

As part of the CRA's initiative to identify catalytic opportunities to spur redevelopment and revitalization in the City of North Miami a letter was sent to Mr. Wayne Arnold dated March 13, 2007 that expressed the CRA's interest in providing assistance with the commercial rehabilitation of the building or in possibly purchasing the property located at 12490 NW 7th Avenue. This landmark location in the City of North Miami was identified during field surveys and research regarding real estate targets of opportunity consistent with the CRA's redevelopment plan and goals.

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AGENDA ITEM IV

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In follow-up to the letter dated 3/13/07 Mr. Arnold contacted the CRA office and advised of his plans to re-open the restaurant location and his interest in possible assistance from the CRA in the restoration and re-construction of the fire-damaged building. During a meeting held at the building on April 24, 2007 CRA and City staff had the opportunity to walk through the site and discuss the scope and timetable for the proposed rehabilitation of the restaurant. Mr. Wayne Arnold provided a copy of the agreement with the contractor for the work estimated to cost \$122,687.37. Based on a staff analysis it has been determined that the proposed scope of work includes many items that are eligible for assistance through the CRA's Commercial Rehabilitation Grant program, but that it also included work that is not included within the CRA's grant program such as the roof replacement, new construction/additions, etc. Due to the highly visible commercial location occupied by Arnold's Royal castle coupled with its long-standing identification as a landmark location and institution in the City of North Miami, CRA staff recommended that (1) the project be considered for a Commercial Rehabilitation Grant in the amount of \$61,344 (e.g. 50% of the cost estimate of \$122,687.37), and (2) a waiver be granted regarding the application process and for any inconsistencies regarding the eligible scope of work for the CRA's Commercial Rehabilitation Grant program and administrative requirements including the fact that the owner has already given an advanced payment to the contractor in the amount of \$36,805.21. The CRA Advisory Committee and the CRA Board approved this staff recommendation.

NMCRA board memo re Commercial Rehabilitation Assistance for Arnolds Royal Castle tecsr 112408

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RECEIVED

NOV 13 2008

Arnold's Royal Castle
Wayne Arnold, owner
12490 N.W. 7th. Avenue
North Miami, Florida 33168-0491
November 13, 2008

Mr. Tony Crapp, Sr.
Executive Director
North Miami Community Redevelopment Agency
615 N. E. 124th. Street
North Miami, Florida 33161

Mr. Danuzio Lima
Economic Development Specialist
City of North Miami
Community Planning & Development Department
776 Northeast 125th. Street
North Miami, Florida 33161

Dear Mr. Crapp and Mr. Lima:

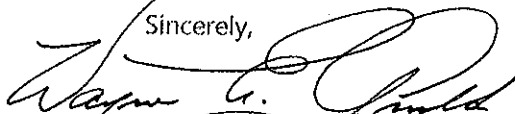
I am submitting this letter with the hope of modifying The North Miami Community Redevelopment Agency's "Commercial Rehabilitation Grant Agreement" signed by the parties on June 5th, 2007. The revised grant total is \$56,778.52. The cost of this project is now \$213,379.68. (see attachments)

As we are getting very close to the finished product of restoring the historic Royal Castle on North West 7th. Avenue and 125th. Street I respectfully request an increase to \$80,000.00 toward cost. That would be an additional \$23,221.48 from the original revised contract.

Arnold's Royal Castle has already interviewed over 40 job applicants. To operate our unit it will require a minimum of 14 full-time employees and at least 4 part-time personnel. To date all applicants reside in North Miami. We have always hired local people because we have a wonderful and very skilled labor market here. Our employees are people oriented and we utilize their talents through extensive training to provide quality prepared food with warm business like service.

Thank you for your kind consideration and if you have further questions or concerns please feel free to call on me at anytime. My home phone is 954-475-8186 and my cell is 754-422-1902.

Sincerely,



Wayne Arnold, Owner Arnold's Royal Castle

Change Orders Invoices	
12/5/2007	\$ 4,263.14
12/5/2007	\$ 654.25
12/5/2007	\$ 4,814.31
12/5/2007	\$ 1,280.68
12/5/2007	\$ 1,851.67
12/5/2007	\$ 6,892.32
12/5/2007	\$ 15,100.46
TOTAL	\$ 34,856.83

Change Orders (FEB)	\$ 34,856.85
framing	\$ 6,000.00
wall drawing	\$ 750.00
Total	\$ 41,606.85

Additional Charges	
Global Restaurant	\$ 11,152.30
Global Restaurant	\$ 660.00
Novel Communications	\$ 4,243.57
OPM, Inc.	\$ 6,700.00
Costal Doors	\$ 850.00
Machin Signs	\$ 593.85
Machin Signs	\$ 2,193.50
Machin Signs	\$ 2,086.50
Machin Signs	\$ 593.85
Machin Signs	\$ 765.05
Machin Signs	\$ 715.00
Machin Signs	\$ 330.00
Machin Signs	\$ 321.00
Davincis Partnership	\$ 4,800.00
Driveway Maintenance	\$ 2,144.00
Driveway Maintenance	\$ 1,230.00
Driveway Maintenance	\$ 1,415.00
Jose Saldarriaga	\$ 5,200.00
Atlantic Coast	\$ 14,343.00
Total Additional Cost	\$ 60,336.62

Total Project	\$ 122,687.37
Deduction Drive thru	\$ 11,251.16
Partial Contract Total	\$ 111,436.21
Change Orders	\$ 41,606.85
Additional Charges	\$ 60,336.62
TOTAL CONTRACT	\$ 213,379.68

Initial Grant	\$	61,343.69		
Revised Grant Total	\$	56,778.52	(less drive thru)	
Additional Grant Request	\$	23,221.48		
Total Grant with Add Req.	\$	80,000.00		



AGENDA ITEM V

NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY

CRA Board
 Kevin A. Burns, Chair
 Michael R. Blynn
 Jacques Despinosse
 Scott Galvin
 Marie Erlande Steril

Executive Director
 Tony E. Crapp, Sr.

CRA Attorney
 Steven W. Zelkowitz

Date: November 25, 2008

To: Chairman and Members
 CRA Advisory Committee

From: Tony E. Crapp, Sr.
 Executive Director

Subject: Annual Election of CRAAC Chair and Vice-Chair – Re-Appointment/Appointment of CRAAC Members with terms expiring as of 9/11/08

It is recommended that the CRAAC conduct the annual election of the Chair and Vice-Chair at the upcoming meeting on December 1, 2008. For your information, please note the table below that indicates the action taken by the CRA Board on October 28, 2008 regarding the appointment or re-appointment of members to fill the expired terms on the CRA Advisory Committee (CRAAC) as of September 11, 2008.

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Appointed by and Name of Appointees	Membership Category	Date Term Expires (Note: New Terms in bold print expired on 9/11/2008)
Honorable Chair Kevin Burns:		
Inez Couch	Resident	9/11/2009
VACANT	Business	New Term Expires 9/11/2010
Honorable Commissioner Michael Blynn:		
Michael McDearmaid	Resident	9/11/2009
Mark Wolin	Business	New Term Expires 9/11/2010
Honorable Commissioner Jacques Despinosse:		
Roseline Philippe	Resident	New Term Expires 9/11/2010
David Rosemond	Business	9/11/2009

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AGENDA ITEM V

NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY

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Executive Director
Tony E. Crapp, Sr.

CRA Attorney
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Table with 3 columns: Name, Category, and Term/Expiration. Rows include Honorable Commissioner Scott Galvin, Clark Reynolds, Armando Vidal, Marie Erlande Steril, Duke Sorey, VACANT, At-Large (Blanca Cobo, Clint Bower).

NMCRAAC memo for 120108 re Annual Election of Chair and Vice Chair

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AGENDA ITEM VI

NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY

PUBLIC NOTICE OF 2009 ANNUAL MEETING CALENDAR

Notice is hereby given that the projected schedule for the Regular Meetings of the North Miami Community Redevelopment Agency Advisory Committee (CRAAC) is as follows:

Monday, January 5, 2009
Monday, February 2, 2009
Monday, March 2, 2009
Monday, April 6, 2009
Monday, May 4, 2009
Monday, June 1, 2009
Monday, July 13, 2009 *
Monday, August 3, 2009
Tuesday, September 1, 2009 *
Monday, October 5, 2009
Monday, November 2, 2009
Monday, December 7, 2009

Meetings shall be held in the City of North Miami Council Chambers on the Second Floor of City Hall, 776 N.E. 125th Street, North Miami, FL 33161. Interested members of the public are invited to attend and participate. (Note: CRAAC meetings are subject to change. Please see website for up to date information: www.NorthMiamCRA.org)

In accordance with the provisions of Section 286.0105, Florida Statutes, if a person decides to appeal any decision made by the CRA Advisory Committee with regard to any matter considered at such meeting, that person will need a record of the proceedings. For such purposes, that person may need to ensure that a verbatim record of the proceedings is made. This record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodation to participate in the proceedings should contact the City Clerk's Office at least 4 days prior to the proceeding. Telephone (305) 893-6511, Ext. 12142 or the CRA Office at (305) 899-0272 for assistance, if hearing impaired, telephone the TDD line at (305) 893-7936.

NMCRA Annual Schedule of CRAAC Meetings for 2009 tecs 112408

CRA Board
Kevin A. Burns, Chair
Michael R. Blynn
Jacques Despinosse
Scott Galvin
Marie Erlande Steril

Executive Director
Tony E. Crapp, Sr.

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