



TOWN OF CUTLER BAY

2020-03

State Legislative Session

Funding Request(s)

PROJECT:

**Franjo Park Restoration
(Florida Department of Environmental Protection
and Rebuild Florida CDBG Gant Applications)**



Lakeesha Morris-Moreau

From: noreply@salesforce.com on behalf of LaShae Grice <lashae.grice@floridadep.gov>
Sent: Thursday, October 17, 2019 3:13 PM
To: Lakeesha Morris-Moreau
Subject: Florida Recreation Development Assistance Program - A3799



Thank you for submitting your application for grant funding through the Florida Recreation Development Assistance Program!

Your grant application has been assigned to Tamika Bass as your Grant Manager and will be your point of contact should you have any questions regarding [A3799]. Your application is being reviewed and your Grant Manager will be contacting you soon to discuss your project.

Should you have any questions, please contact us.

Thank you,
LaShae Grice
lashae.grice@floridadep.gov

Thank you,





Florida Department of Environmental Protection
3900 Commonwealth Blvd,
Tallahassee, FL 32399
Phone: 850-245-2118



[Home \(/Grants/S/\)](#) [Account Details \(/Grants/S/Home-Page-Account-Detail\)](#)

Grant Application
A3799

Detail (?Tabset-62a4f=1)

Project Number	A3799	
Application Status	Application Submitted	
Total Project Amount	\$0.00	
Application Submit Date	10/15/2019	
Total Grant Award Amount	\$0.00	
Termination/Application Close Date		
Total Match Amount	\$0.00	
Applicant Score	101	
# of Hours	13	
Ineligible Reason Code		

▼ **Contact Responsible for FRDAP Grant Application and Project Implementation**

Application Contact Name	Lakeesha Morris-Moreau
Entity/Facility	<u>Town of Cutler Bay Town Manager (/grants/s/account/0014A000002K9eEpQAJ/town-of-cutler-bay-town-manager)</u>
Contact Title	

Grants Coordinator

Parent Company Name

Contact Phone

(305) 234-4262 #5563

Facility Address ⓘ

20175 Franjo Road

Contact E-mail Address

lmorris-moreau@cutlerbay-fl.gov (mailto:lmorris-moreau@cutlerbay-fl.gov)

Facility City

Cutler Bay

Federal Employer ID #

02-0768791

Facility State

FL

Population

45,373

Facility County

[Miami-Dade \(/grants/s/detail/a1s4A000007GPAUQA4\)](/grants/s/detail/a1s4A000007GPAUQA4)

Current Operating Budget

\$35,858,851.00

Facility Zipcode

33189-1111

Facility Email ⓘ

lmorris-moreau@cutlerbay-fl.gov (mailto:lmorris-moreau@cutlerbay-fl.gov)

Facility Website ⓘ

✓ Project Description

Name of Project

Franjo Park Restoration Project

Project Type ⓘ

Development

Date site control expires ⓘ

Project Type: On Land

Owned By Applicant

Estimated Project Completion Date ⓘ

✓ LEGISLATIVE DISTRICTS IN WHICH THE PROJECT SITE IS LOCATED

State Senator Name

Jose Javier Rodriguez

Senate District Number

37

State Representative Name

Javier E. Fernandez

House District Number

114

✓ DESCRIBE THE PHYSICAL CHARACTERISTICS OF THE PROJECT

Public Access to Park

Yes

Natural Spring Located on Project Site

No

Describe Public Access:

The park provides public access via local roads (Franjo Road/SW 97 Ave and Old Cutler Road). The park has a parking lot for guests along with sidewalks and ramps for guests with special needs. The park provides bicycle and pedestrian access, it is also approximately 0.4 miles from bus stop (SW 87 Avenue and Old Cutler Road).

Acquiring multiple parcels or owners ⓘ

✓ FINANCIAL INFORMATION

FRDAP Funds Requested

\$200,000.00

Local Funds Available: Cash

\$200,000.00

Total Local Match

\$200,000.00

Local Funds Available: In-Kind

\$0.00

Total Cost of Proposed Project ⓘ

\$400,000.00

Local Funds Available: Land Value

\$0.00

As an authorized agent for the above entity, I verify that this facility is in regulatory compliance with the Florida DEP, and all local, state, and federal permits and approvals applicable to the project specified in this app.

REQUIRED FIELD

Check to certify ⓘ

F... (6+) (/grants/s/relatedlist/a164A00000f1TGSQA2/AttachedContentDocuments).

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[\(/grants/s/relatedlist/a164A00000f1TGSQA2/AttachedContentDocuments\)](/grants/s/relatedlist/a164A00000f1TGSQA2/AttachedContentDocuments)

Grant Q&A's (6+) (/grants/s/relatedlist/a164A000000f1TGSQA2/Eligibility_Q_A_s_r)

(/grants/s/relatedlist/a164A00000f1TGSQA2/Eligibility_Q_A_s_r)

4/5

Project Elements (2) (/grants/s/relatedlist/a164A00000f1TGSQA2/Project_Elements_r)

PROJECT ELEMENT NAME	AMOUNT TO BE PAID WITH G...	AMOUNT TO BE PAID WITH G...	
PE-0589 (/grants/s/project-ele...	\$80,000.00	\$80,000.00	▼
PE-0588 (/grants/s/project-ele...	\$120,000.00	\$120,000.00	▼
			View All

(/grants/s/relatedlist/a164A00000f1TGSQA2/Project_Elements_r)

Approval History (2) (</grants/s/relatedlist/a164A00000f1TGSQA2/ProcessSteps>)

STEP NAME	DATE	STATUS	ASSIGNED TO
Grant Manager Queu...	10/15/2019 1:41 PM	Pending	FRDAP Grant Managers
Approval Request Su...	10/15/2019 1:41 PM	Submitted	Lakeesha Morris-Morea...
View All			

(/grants/s/relatedlist/a164A00000f1TGSQA2/ProcessSteps)

Florida Department of Environmental Protection
3900 Commonwealth Blvd.,
Tallahassee, Florida 32399-3000
Phone: [850-245-2118](tel:850-245-2118)



Franjo Park Restoration & Intergenerational Community Center



Florida Department of Economic Opportunity Community Development Block Grant-Disaster Recovery Hurricane Irma-Infrastructure

Submitted by:
Town of Cutler Bay
10720 Caribbean Blvd, Suite 105
Cutler Bay, FL 33189

October 2019

PROPOSAL INFORMATION FORM

Applicant Project	Town of Cutler Bay	Date:	10/28/2019
Name Location	Franjo Park		
Address Project	20175 Franjo Road Cutler Bay, FL 33189		
Description	Franjo Park Restoration and Intergenerational Community Center		
Total CDBG DR Funds Requested		\$750,000	Use Budget template to calculate total units served and estimated CDBG-DR funds per unit

I. CDBG DR THRESHOLD COMPLIANCE

NOTE: DEO will not approve proposals where a CDBG-DR National Objective is not met and Eligible Activities are not included.

A. National Objective: Please mark "Yes" in box next to which National Objective:

☐ Yes Low- / Mod-Income Area ☐ Yes Urgent Need

1 List all the Florida Congressional and Legislative districts to be serviced by this project.

FL-037	FL-114				

2 List the total population, Low-Mod population and the percent of the population that is Low Mod for the service area.

Total Service Area Population: 6,174 # Low-Mod Income Households: 5,309 % Low-Mod Households: 86%

3 Provide a brief description of how the service area was determined.

Service area was determined based on the number of senior living units, registered assisted living facilities, and Title I elementary and middle public schools located within the service area that would benefit directly from the Intergenerational Community Center.

B. Eligible Activity

Please mark "Yes" in box next to the **Eligible Activity** your program or project will serve:

- ☒ Restoration of infrastructure (e.g. water and sewer facilities, streets, generators, debris removal, drainage, bridges, etc.);
- ☐ Public facilities such as emergency community shelters;
- ☐ Demolition, rehabilitation of publicly or privately owned commercial or industrial buildings; and
- ☐ Re-nourishment of protective coastal dunes systems

Please mark "Yes" to specify **Vulnerable Populations** to be served:

- ☐ Transitional housing, permanent supportive housing, and permanent housing needs of individuals and families that are homeless and at-risk of homelessness
- ☐ Prevention of low-income individuals and families with children from becoming homeless
- ☐ Special needs of persons who are not homeless but require supportive housing

C. Unmet Needs

NOTE: All CDBG-DR activities must clearly address an impact of the disaster. Mitigation or preparedness activities that are not part of rebuilding efforts are generally ineligible as CDBG-DR recovery activities.

Unmet Need Tied to the Hurricane Irma Disaster Event.

Describe how the proposed activity will address an Unmet Need tied to the impact of damage from the disaster.

- 1 Franjo Park has been closed to the public since being damaged by Hurricane Irma. The five acre park is heavily used by children and families. It also has two buildings on the site that the Town desires to convert into an intergenerational community center for the provision of recreational and educational services to older adults and youth in grades K-8. The Town currently does not have a community room that is equipped to serve older adults, this will allow the Town to implement new programming as requested by residents in the Town's adopted Strategic Master Plan.

2 Describe how proposed program or project primarily addresses **Unmet Housing Needs** as specified in CDBG-DR Action Plan.

The economic impact of the park closing is being felt by surrounding small businesses. Conversations with the business community and residents reveal that businesses are suffering from loss of business. Convenience stores, gas stations, small restaurants, grocery store, and fast food establishments are within walking distance of the park. It was customary for people from the park to go to the businesses to purchase ice or drinks for concessions, or for families to frequent the stores for various needed items. The park's closing has reduced foot traffic to these small local businesses. The long-term loss of businesses could potentially create loss of jobs and risk of homelessness.

3 Specify Units and Funding **Serving LMI Populations** and **Cost Benefit Analysis**

Proposed CDBG-DR Contract Amount	Total Estimated Units	Maximum CDBG-DR Assistance Per Unit	% of Units Serving LMI Populations	# Units Serving LMI Populations	Grant \$ Serving LMI Populations
N/A					

- 4 Describe how proposed program or project **primarily serves Low- and Moderate-Income populations** as specified in CDBG DR Action Plan.

This project meets national objectives by primarily serving residents from low to moderate income families. The Community Room will most often be used by children in grades K-8, and older adults age 55 +. The Town has seven (7) Elementary and Middle Schools that are a part of the Miami-Dade County Public School System. Six (6) of the schools are Title I schools. Title I schools are a part of the Every Student Succeeds Act of 2015 which supports programs in schools to improve learning of children from low income families. After-School Programs and Summer Camps like the one offered by the Town of Cutler Bay provide daily academic enrichment activities designed to close the achievement gap between disadvantaged students and their peers. Similarly, the Town has seven (7) Senior Living Facilities within our municipal limits. Of these, six (6) of the facilities offer income based housing and are subsidized by the US Department of Housing and Urban Development. The Town partners regularly with these facilities to host social events, public involvement meetings, and health and wellness workshops.

- 5 **Infrastructure Improvements**, provide a brief description of how proposed improvements **primarily serves housing serving Low- and Moderate-Income populations** as specified in CDBG-DR Action Plan.

The proposed infrastructure improvements serve to restore public infrastructure in the community and promote economic revitalization as identified in the CDBG-DR Action Plan. The revitalized park and the establishment of a community center for youth and older adults will increase revenues for small businesses surrounding the park (Federal Register C2, Page 5851). Additionally, public health challenges such as diabetes, obesity, heart disease, and strokes inform open space planning. Research shows that less than half of low-income adults reach recommended physical activity goals. A study conducted by HUD on the correlation of housing assistance and physical activity among low-income adults found that non-seniors residing in affordable housing tend to be more physically active. Factors that contribute to increase activity include; safe communities, access to parks and open spaces, and stable and affordable housing which creates more time for health promotion (Preventing Chronic Disease, July 2018).

- 6 Describe how the proposed infrastructure improvements aligns with local mitigation and resilience plans.

Resiliency/Sustainability: The Town of Cutler Bay was the first community in Miami-Dade County to earn the Florida Green Building Coalition's Green Certification. During the 2015 re-certification, the Town adopted new land development regulations requiring all the town to build "gold-certified" buildings for all new buildings or significant renovations. The Franjo Park Restoration Project falls under this requirement, and will feature green elements. Local Mitigation: The project is not in a designated flood zone; however, more than one flood zone is within 500 feet of the project location. The Town is the first municipality in Miami-Dade, Broward, and Monroe Counties to reach Class 4 rating by the National Flood Insurance Plan Community Rating System - earning property owners a 30% decrease in flood insurance policies.

II. MANAGEMENT CAPACITY

- 1 Describe roles of key staff, contractors and/or vendors in operations management of the proposed CDBG-DR funded program and/or project. List any additional staff to be hired and/or procured and for what roles.

The Parks and Recreation Department is responsible for the maintenance and programming of all of the Town's parks and recreational facilities and for conducting year-round programs, seasonal programs and special events. The Department staff consists of seven (7) full-time employees – the Parks and Recreation Director, an Administrative Assistant, two (2) Recreation Coordinators and a Senior/Adult Program Coordinator, one (1) Aquatics Coordinator, and one (1) Park Service Aide. The Town contracts out landscaping, grounds and building maintenance to local firms. At this time the Town's primary contractor is Brightview Landscape Maintenance (f/k/a Valleycrest). Brightview is an environmentally responsible landscaping company that is experienced in wetlands restoration and native re-vegetation. The Parks and Recreation Department Director, under the guidance of the Town Manager will oversee the re-construction of the park and community center. The Town will procure a general contractor using federal procurement standards as this project is currently funded in part by FEMA Disaster Recovery dollars.

- 2 a. What is the *experience and capacity of key members of the management team?*

Project Lead: Mr. Etienne Bejarano currently serves as the Town's Parks & Recreation Department Director. Mr. Bejarano has earned a Bachelor's of Arts degree in Physical Education and Health from the University of North Carolina at Wilmington and has over 11 years of municipal Parks & Recreation field and supervisory experience. His experience also includes managing grant funded projects, and he has been successful in following grant contract agreements and completing projects in a timely manner.

Grant Manager: LaKeesha Morris will serve as the liaison between the Town and the funding agency. She is responsible for ensuring contract compliance, grant reporting, and coordinating with the Town Manager's office and Finance Department to account for project expenses and execute all contracts. LaKeesha has a Master's Degree in Social Work from Florida International University, she is a certified grant professional, and has over 18 years of experience in grant writing and administration.

- b. Describe any projects comparable to the one in this application that the applicant has administered in the last five (5) years.

The following includes a sample of grant funded construction projects (state and federal): Lakes by the Bay Park Canoe Kayak Launch (\$200,000 Land and Water Grant), Cutler Ridge Park Lighting Enhancement (\$100,000 Department of Energy), Cutler Bay High Drainage Improvement (\$400,000 Florida Department of Environmental Protection), Multiple community drainage projects (\$500,000 multiple funding sources), Safe Routes to School (\$500,000, FDOT).

- c. Please provide an assessment of what worked well, what needed improvement and steps taken to resolve such capacity gaps.

The Town has experienced great success in implementing various infrastructure projects. The Public Works Department has earned a combined 13 industry awards ranging from Project of the Year to Project Manager of the Year for multiple drainage and Complete Streets projects. The Parks and Recreation Department has developed new programming for older adults and has earned grants from the AARP to improve access to recreation for older adults. The Town was also the first municipality in South Florida to become a member of the AARP Network of Age-Friendly Communities and the second community in Florida to have an adopted Age-Friendly Action Plan approved by the AARP and World Health Organization.

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- 3 If the management team is not fully formed, please provide a description of the **procurement process** the Applicant will follow to cultivate program and project management capacity.

Not applicable- the management team is fully formed.

- 4 If allocated CDBG-DR funds and if needed, what is your strategy to augment staff and operations management capacity? What is your plan for program and project management in terms of hired staff, contractors and/or vendor?

On December 12, 2018, via Town Resolution #18-86, the Town procured the engineering firm, Stantec, Inc. to develop construction documents, and permit the project. Stantec will also manage the construction of the project. The Town is currently in the process of developing the intent to bid for the procurement of a contractor to complete the Franjo Park Restoration Project. The ongoing maintenance of the park will be maintained by the Town's current fully staffed Parks and Recreation Department. Programming will be facilitated by current employees as well. The Town will determine the need to hire additional staffing based on the growth of the new older adult program once the community center is established.

✓ Organization Charts and description of roles are encouraged, but not required for this Application.

5 **Citizen Complaint Policy**

Does the applicant have a citizen complaint policy, acquisition and relocation policy, housing assistance plan and procurement policy in place that meets HUD guidelines?

☒ Yes

Citizen Complaint Policy

☒ No

Acquisition and Relocation Policy

☒ No

Housing Assistance Plan

☒ Yes

Procurement Policy

As this is a requirement for funding, please see the CDBG website for examples:
<http://floridajobs.org/docs/default-source/office-of-disaster-recovery/hurricane-irma/irma-comprehensive-policies-and-procedures-draft-5-3-2019.pdf?sfvrsn=2>

III. **READINESS TO PROCEED**

- A. Select "Yes" or "No" for key factors achieved to support that the program or project is ready to proceed:

Supporting Documentation

Site Control:	<input checked="" type="checkbox"/> Yes	Franjo Park Deed
Zoning & Community Approval:	<input checked="" type="checkbox"/> Yes	Community Outreach Activities
Environmental Clearance:	<input checked="" type="checkbox"/> Yes	Miami Dade County RER Department
Procured and Contracted Members of Development and Construction Team:	<input checked="" type="checkbox"/> Yes	Town Resolution #18-86 approving Stantec, Inc.
Commitment of Matching Funds:	<input checked="" type="checkbox"/> Yes	Cutler Bay Budget

- B. Describe any issues and proposed solutions to address Readiness To Proceed:

None

- C. Confirm you submitted a **Production Work Plan** that shows on a month-by-month basis how much time and staff needed to achieve key Milestones

☒ Yes

IV. COST REASONABLE BUDGET

- A.** Proposal budgets must reflect cost reasonableness and affirmative efforts to leverage CDBG-DR funds with additional funding to address unmet needs. Budget narrative reflects research, quotes and/or contracted pricing for proposed programs and projects.

Provide a **Budget Narrative** that describes:

1. Cost estimates and sources of funding. Approach to managing and paying for proposed program or project.

Planning, Design, and Environmental Testing - \$159,555 (Source - Town of Cutler Bay)
 Demolition and Asbestos Removal - \$20,412.50 (Source - Town of Cutler Bay)
 Construction Engineering and Inspection (CEI) - \$112,496.26 (Source-Town of Cutler Bay)
 Construction of Community Center Only - \$749,975.09 (Potential Source - Rebuild Florida)
 Construction/Restoration of Park and new LED Lighting - \$929,312.15 (Source - Town of Cutler Bay and FEMA)

2. Basis of cost estimates and method for generating cost reasonable budget. Provide quotes, bids, schedules and/or estimates from other comparable projects.

Planning Design and Environmental Testing, Demolition is based on actual cost. The price for the CEI, community center, and park restoration is based on estimates of probable costs from the engineering firm, Stantec.

3. Description of how proposed project shall not duplicate benefits as specified in CDBG-DR Action Plan.

This project does not duplicate benefits as the Town has not received any grant funding for the project. The Town was allocated \$71,751 from FEMA for Park Repairs. The scope of work included replacement of two athletic field poles and lights, safety netting, and park furniture (i.e. benches, waste receptacle). No funding was allotted for the conversion of the buildings into a community center.

B. Leverage and Committed Additional Sources.

Source	Amount	Committed (Yes / No)	If not committed, list status towards reaching commitment
Town of Cutler Bay	\$1,150,024.91	Yes	
FEMA - Public Assistance	\$71,751.00	Yes	
total:	\$1,221,775.91		List \$ value of Waiver of Local Impact Fees if available.

If additional funds committed, provide copies of commitment letters or other evidence of commitment.

☒ Yes

☐ No

Confirm that the proposed funding request is for
FEMA PA program or project match and submit PA commitment

☐ Yes

☒ No

V. STORM DISASTER RESILIENCE

- 1 Describe how the proposed CDBG DR-funded program and/or project will pro-actively invest in resilience to damage from future storms as specified in the Federal Register and Action Plan.

The Town included the Franjo Park Project in the Miami-Dade County Local Mitigation Strategy (Attached). The Town also has an green building ordinance and Master Plan and FEMA approved Flood Mitigation Master Plan. The Town pro-actively invests in resilience projects to include improving drainage, treating stormwater prior to entering the environmentally sensitive Biscayne Bay, upgrading athletic field lighting from wood poles to concrete and adding LED lighting, and meeting or exceeding Miami-Dade County's stringent building codes. The Town was the first municipality become a Certified Green City from the Florida Green Building Coalition.

In 2016, the Town committed to ensuring that all new government buildings and government buildings that are significantly reconstructed achieve a minimum "Gold" LEED standard or similar. This means that the final design plans will account for flood mitigation and sea level rise design measures as applicable, along with fortification for high wind.

VI. SUPPORTING DOCUMENTATION**A. Service Area Maps**

For Infrastructure and Economic Revitalization proposals, please provide a Map with an overlay that clearly shows:

- 1 Project Location and/or Service Area Included
- 2 Low- and Moderate-Income Service Area Included
- 3 Most Recent Flood Plain Map Included

B. Other Considerations

Describe any other regulatory reviews such as Federal or State review or regulatory system which may have jurisdiction over the proposed activity(s), such as, federal programs of the Corps of Engineers and the Environmental Protection Agency; and State programs.

Not Applicable

VI. CERTIFICATION

As authorized Executive Officer, I certify that staff, contractors, vendors and community partners of our storm recovery initiative:

- A. Will comply with all HUD and Florida requirements in the administration of the proposed CDBG-DR funded activities;
- B. Will work in a cooperative manner to execute the Subrecipient Agreement that provides the pathway for successful CDBG-DR program(s) and/or project(s) and;
- C. Certify that all information submitted in this Application is true and accurate.

Signature:

Rafael Casals

10/28/19

Name:

RAFAEL G. CASALS

Date