

DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING
JULY 28, 2020 at 5:30 PM
VIRTUAL MEETING AND PUBLIC COMMENTS PROCEDURE

The Dania Beach Community Redevelopment Agency (CRA) will be conducting a “Virtual” CRA Board meeting utilizing communications media technology (“CMT”), in accordance with Governor Ron DeSantis’ Executive Order No. 20-69, dated March 20, 2020, related to conducting local government public meetings while under the public health emergency related to the spread of Novel Coronavirus Disease 2019 (COVID-19). City Hall building is closed to the public.

Please visit www.daniabeachfl.gov/virtualmeetings for detailed instructions on how to attend and participate in virtual CRA Board meetings. Public access to this virtual meeting can be accomplished as follows:

- Watch Meeting on the City’s YouTube Channel at www.daniabeachfl.gov/2654/Watch-DaniaTV
- Watch Meeting on Comcast Cable Channel 78
- Join the Meeting virtually or by telephone using RingCentral Meetings

Any member of the public wishing to comment publicly on any matter including on specific agenda items can do so by one of the following options:

Before 2:00 p.m. on the day of a meeting, comments can be submitted into the record using the following link:

<https://daniabeach.seamlessdocs.com/f/PublicSpeakingFormCRAMeeting> *(all public comments submitted will be provided to the CRA Board prior to the meeting and will be attached to the minutes of this meeting and become part of the official record)*

Participating in a public meeting using the video conference platform:

- Virtual attendance: download and install RingCentral Meetings and join using the meeting ID; to be recognized during public comment, click “Raise my hand” in the software
- Telephone attendee: dial meeting phone number and enter meeting ID; to be recognized during public comment, dial *9 to raise your hand

For more information about this CRA Board meeting or submitting a public comment at the meeting, please contact:

Thomas Schneider, City Clerk
City of Dania Beach
100 W Dania Beach Boulevard
Dania Beach, FL 33004
954-924-6800 | tschneider@daniabeachfl.gov

NOTICE: This meeting is open to the public. In accordance with the Americans with Disabilities Act of 1990, all persons who are disabled and who need special accommodations to participate in this meeting because of that disability should contact the Office of the City Clerk, 954-924-6800 ext. 3624, no later than two days prior to such proceeding. Anyone wishing to appeal any decision made by the Dania Beach City Commission with respect to any matter considered at such meeting or hearing will need a record of the proceedings and, for such purpose, may 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. Agenda items may be viewed online at www.daniabeachfl.gov.

**Instructions for Participating and Viewing
Dania Beach CRA Board Virtual Meeting
July 28, 2020 at 5:30 PM**

Through the City's Website:

Please click the link below:

www.daniabeachfl.gov/2654/Watch-DaniaTV

Through Comcast Channel 78:

If you are a Comcast/Xfinity customer, please go to Channel 78 to view the meeting.

Before 2:00 p.m. on the day of the meeting, submit Public Comments by clicking this link:

<https://daniabeach.seamlessdocs.com/f/PublicSpeakingFormCRAMeeting> *(all public comments submitted will be provided to the CRA Board prior to the meeting and will be attached to the minutes of this meeting and become part of the official record)*

Options for Viewing and Participating in the Meeting Using RingCentral Meetings software

Visit <https://www.ringcentral.com/apps/rc-meetings> to download and install the software on your device

Use this meeting link to join as an attendee:

<https://meetings.ringcentral.com/j/1484602126>

Using your telephone – for higher quality, dial a number based on your current US location:

+1(720)9027700 (US Central)
+1(773)2319226 (US North)
+1(469)4450100 (US South)
+1(470)8692200 (US East)
+1(623)4049000 (US West)

Enter the meeting ID: 148-460-2126

To raise hand and be acknowledged to speak:

1. Users who call in can dial *9 to raise their hand
2. If using the meeting software, to raise hand click or tap "Participants", then choose the option to raise hand.
3. Once you have been selected to speak, you may be prompted to unmute your device or this will be done for you.

AGENDA
COMMUNITY REDEVELOPMENT AGENCY
VIRTUAL REGULAR MEETING
TUESDAY, JULY 28, 2020 - 5:30 PM

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE WITH REGARD TO ANY MATTER CONSIDERED AT THIS MEETING OR HEARING WILL NEED A RECORD OF THE PROCEEDING, AND FOR SUCH PURPOSE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDING IS MADE WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

LOBBYIST REGISTRATION IS REQUIRED. PRIOR TO ENGAGING IN ANY LOBBYING ACTIVITIES, WHETHER OR NOT COMPENSATION IS PAID OR RECEIVED IN CONNECTION WITH THOSE ACTIVITIES, EACH LOBBYIST SHALL FILE WITH THE CITY CLERK AN ANNUAL REGISTRATION STATEMENT AND PAY AN ANNUAL TWO HUNDRED FIFTY DOLLARS (\$250.00) REGISTRATION FEE FOR EACH PRINCIPAL OR EMPLOYER. REGISTRATION FORMS ARE AVAILABLE ON THE CITY WEBSITE: WWW.DANIABEACHFL.GOV. (ORDINANCE #2012-019; AMENDED BY ORDINANCE #2019-019)

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT, PERSONS NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE CITY CLERK'S OFFICE, 100 W. DANIA BEACH BOULEVARD, DANIA BEACH, FL 33004, (954) 924-6800 EXTENSION 3624, AT LEAST 48 HOURS PRIOR TO THE MEETING.

**DECORUM POLICY FOR MEETINGS OF THE BOARD OF DIRECTORS OF THE DANIA BEACH COMMUNITY
REDEVELOPMENT AGENCY OF THE CITY OF DANIA BEACH, FLORIDA:**

INDIVIDUALS WHO WISH TO MAKE ANY "CITIZEN'S COMMENTS" UNDER THAT PORTION OF THE CRA BOARD AGENDA, OR WHO OTHERWISE WANT TO ADDRESS THE CRA BOARD, MUST FIRST BE REGISTERED WITH THE CRA SECRETARY (CLERK) (FORMS ARE AVAILABLE OUTSIDE OF THE CITY COMMISSION CHAMBER AND MUST BE GIVEN TO THE CLERK BEFORE THE MEETING). OTHERS WHO WANT TO ADDRESS THE CRA BOARD ON ANY MATTERS MUST FIRST BE RECOGNIZED BY THE CHAIR. ALL SUCH PERSONS MUST USE THE PODIUM IN THE COMMISSION CHAMBER. NO MORE THAN ONE PERSON AT A TIME MAY ADDRESS THE CRA BOARD FROM THE PODIUM. COMMENTS ARE ONLY TO BE MADE TO THE CRA BOARD AND ARE NOT TO BE DIRECTED TO THE AUDIENCE OR CRA STAFF.

NO INDIVIDUAL SHALL MAKE ANY SLANDEROUS OR UNDULY REPETITIVE REMARKS, OR ENGAGE IN ANY OTHER FORM OF BEHAVIOR THAT DISRUPTS OR IMPEDES THE ORDERLY CONDUCT OF THE MEETING, AS DETERMINED BY THE CHAIR. NO INDIVIDUAL MAY SPEAK DIRECTLY TO OR ADDRESS THE CHAIR, BOARD MEMBER OR CRA STAFF. COMMENTS ARE TO BE ONLY DIRECTED TO THE CRA BOARD AS A WHOLE. NO CLAPPING, APPLAUDING, HECKLING OR VERBAL OUTBURSTS IN SUPPORT OF OR OPPOSITION TO A SPEAKER OR HIS OR HER REMARKS SHALL BE PERMITTED. NO SIGNS OR PLACARDS SHALL BE PERMITTED IN THE COMMISSION CHAMBER.

IF ANY PERSON'S CONDUCT AS DETERMINED BY THE CHAIR IS FOUND TO BE DISRUPTIVE OR INTERFERES WITH THE ORDERLY CONDUCT OF THE MEETING, THE PERSON MAY BE ASKED BY THE CHAIR TO LEAVE THE COMMISSION CHAMBER; IF THE PERSON DOES NOT LEAVE AND THE CONDUCT PERSISTS, THE CITY POLICE DEPARTMENT WILL BE REQUESTED TO ESCORT THE INDIVIDUAL FROM THE COMMISSION CHAMBER.

ALL CELLULAR TELEPHONES ARE TO BE SILENCED DURING THE MEETING. ALL PERSONS EXITING THE COMMISSION CHAMBER SHALL DO SO QUIETLY. (RESOLUTION #2020-CRA-006)

1. CALL TO ORDER/ROLL CALL

2. CITIZEN COMMENTS

Addressing the Commission: Comments by Dania Beach citizens, or other interested parties that are not part of the regular agenda, may be made during each Commission meeting during the period set aside for "citizen comments." A thirty (30) minute "citizen comments" period shall be designated on the agenda for citizens and interested persons to speak on matters not scheduled on that day's agenda. Each speaker shall be limited to 3 minutes for his or her comments. Persons desiring to speak during the citizen comment period shall inform the City Clerk prior to the beginning of the meeting of their intention to speak. If more than 10 speakers express a desire to speak, the Commission shall determine, on a meeting by meeting basis, whether to (a) extend the time allotted for citizen comments to accommodate all speakers, or (b) whether to limit the number of speakers or amount of time per speaker. A speaker's time shall not be transferable to another speaker.

3. ADMINISTRATIVE REPORTS

1. Administrative Report

4. PRESENTATIONS

1. Commercial Property Improvement Grants

5. CONSENT AGENDA

1. Minutes:
Approve Minutes of June 9, 2020 CRA Board Meeting
2. Travel Requests: None
3. RESOLUTION NO. 2020-CRA-009

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY (“CRA”) OF THE CITY OF DANIA BEACH, FLORIDA, AUTHORIZING THE PROPER CRA OFFICIALS TO ENCUMBER AN ADDITIONAL AMOUNT NOT TO EXCEED TWELVE THOUSAND TWO HUNDRED NINETY-EIGHT DOLLARS AND FORTY-FIVE CENTS (\$12,298.45) WITH WEISS, SEROTA, HELFMAN, COLE & BIERMAN, P.L., TO CONTINUE TO PROVIDE LEGAL SERVICES AS SPECIAL COUNSEL TO THE CRA; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

4. RESOLUTION NO. 2020-CRA-010

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY (“CRA”) OF THE CITY OF DANIA BEACH, FLORIDA, ESTABLISHING A LOTTERY SYSTEM AND AWARDING TWO (2) PARTICIPANT-COMMITMENTS FOR BENEFITS OF TWENTY THOUSAND DOLLARS (\$20,000.00) PER HOUSEHOLD UNDER THE FIRST-TIME HOMEBUYERS PROGRAM OF THE AT HOME DANIA BEACH PROGRAM; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

5. RESOLUTION NO. 2020-CRA-011

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY (“CRA”), OF THE CITY OF DANIA BEACH FLORIDA, ESTABLISHING THE DANIA BEACH CRA SMALL BUSINESS RESILIENCY REIMBURSEMENT GRANT PROGRAM AND AMENDING THE FISCAL YEAR 2019-2020 BUDGET BY ALLOCATING FIFTY THOUSAND DOLLARS (\$50,000.00) TO FUND THE GRANT; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

6. PROPOSALS AND BIDS

7. DISCUSSION AND POSSIBLE ACTION

1. Styrofoam regulations - Thomas Ansbro, CRA Attorney

8. BOARD MEMBER COMMENTS

9. INFORMATION ITEMS

10. ADJOURNMENT

Memorandum

To: Chair, Vice Chair and Board of Directors
From: Rickelle Williams, Executive Director
Date: July 28, 2020
Re: **Administrative Report**

1. Fiscal Year 2021 Budget

The CRA will submit the proposed budget for Fiscal Year 2021 no later than the week of August 3rd. Meetings with individual Board members will be requested for the week of August 10th.

2. Dania Beach CRA Small Business Resiliency Reimbursement Grant Program (Proposed)

In the wake of the impact of COVID 19 on small businesses and the fact that financial help from existing relief programs may not be sufficient and/or available to all, the CRA has developed the Dania Beach CRA Small Business Resiliency Reimbursement Grant Program. The purpose of the grant is to help local businesses recover with resources to promote and practice the highest standards of health and safety for their operating environments. The Grant is also intended to market and advertise local CRA businesses in an effort to maintain and generate business activity. *If approved by the CRA Board*, at least fifty (50) qualifying businesses will benefit from the grant which offers up to \$1,000 per small business. Acceptance to the program is based on a policy of first-come, first-qualified, first-served. Completed applications and supporting documents must be submitted to cra@daniabeachfl.gov beginning on August 1st. Details on the program are noted in the attached Grant Application.

3. Business Retention Outreach and Business Survey

The Economic Development Manager and other CRA staff continue to make direct contact with Dania Beach businesses in the Redevelopment Area and City to provide information on assistance programs and resources. The CRA continues to share this information by providing it to businesses contacted and also via the CRA website, newsletter and through social media (see attached). The CRA continues to support communication efforts by the City by sharing social media content on the CRA's platforms. The CRA has seen a rise in inquiries about relocation incentives.

The CRA's online 10-question business survey polled businesses in the City and CRA area to gather data on their circumstances at this time. More survey information is included in the attached Economic Development report, including survey data from the Greater Fort Lauderdale Alliance. The CRA also contacted the Dania Beach Chamber of Commerce regarding the Chamber's survey among its members.

4. Feeding South Florida partnership, Produce Donation to Senior Community

In an effort to provide some community relief in the midst of the Coronavirus, the CRA decided to partner with Feeding South Florida, and also use the resources of the PATCH to provide free, nutritious food to elderly residents in our community via front door delivery of meals and produce. Knowing that many seniors are financially

challenged, homebound and don't have easy access to transportation, we developed a plan to provide direct delivery to homes and assist seniors through contacts with Dania Beach senior organizations. Feeding South Florida continues to assist with meal and produce box deliveries. Produce was made available through donations to the CRA in the amount of \$5,000.00 benefitting sixty (60) seniors.

5. PATCH ongoing Online Ordering System

The PATCH online ordering and payment system, launched in April 2020, has garnered growing support and regular buyers. Our staff continues to reach out to current and potential buyers via email and social media. From June to July, the number of unique customers have remained steady. About 85% are repeat customers and transactions continue to be consistent. We have also seen an increase in EBT/SNAP customers. PATCH patrons are reminded that through the Fresh Access Bucks program (EBT/SNAP), customers receive 50 percent off PATCH grown produce at the PATCH if they utilize their SNAP benefits.

The PATCH Market reopened on June 13th with safety measures implemented to protect PATCH staff and customers. Due to a surge in coronavirus cases during the first week of July, the Market was suspended until further notice for safety reasons. Online orders and wholesale transactions continue.

6. Broward County Redevelopment Capital Program – Loan-to- Grant Conversion: Parking Garage

The fully executed loan agreement for the remaining loan balance of \$621,876 was hand-delivered to Broward County on May 19, 2020, and the CRA/City received the executed document by Broward County officials on June 30, 2020. The CRA is working on a request for a loan-to-grant conversion based on recently completed projects within the allowed CRA boundaries. This upcoming conversion will result in another reduction to the loan balance. *This request is expected to be submitted by the end of August 2020.*

7. At Home Dania Beach – First-Time Homebuyer Program

The CRA staff are presenting two (2) qualified candidates and potential buyers to the CRA Board at tonight's meeting for approval to enter the lottery for down-payment/closing cost assistance for the two remaining homes. These homes are located at 135 NW 6th Avenue and 149 NW 6th Avenue. CRA staff continues to field inquiries from individuals interested in purchasing a home through the First Time Homebuyer Program. If these two (2) buyers are approved, the CRA will issue notice via our website and social media pages so that interested applicants are aware that the homes are no longer available. *Closing for the first four approved homebuyers will likely take place in August. A date will be announced to the CRA Board soon.*

8. At Home Dania Beach – Affordable Housing Development

Construction on the six (6) homes has continued through the coronavirus shutdown, which has slightly affected the development schedule. *Final inspections are planned for the week of August 3rd.*

9. At Home Dania Beach - Residential Beautification Grants

Rebuilding Together Broward County has resumed work on the Residential Beautification program. *Ten (10) homes have been completed and Rebuilding Together continues to work on homes operating under the social distancing precautions outlined by state and local governments.* A few photos from the program are attached. In addition to

residential beautification, Rebuilding Together Broward County has donated new appliances for the CRAs Affordable Housing Development/First-Time Homebuyer Program.

10. Rebranding Signage

Facility/park signage – Larger facility/park monument signs were requested by the CRA Board and City Administration for sites on main roadways. The signage company produced mock-up signs in a few sizes. CRA and City staff conducted a site visit to determine the appropriate scale for the signs. Attached are pictures of the mock-up signs at seven locations (Dania Beach Pier and Marina, CW Thomas Park, PJ Meli Park, Frost Park – 2, Tigertail Dog Park and Fire Station 1). The largest sign at 96” tall is recommended for the Pier and Marina. All other signs are recommended to be 72” tall.

Entryway signage – Entryway signage will be installed in August. An installation date will be provided to the CRA Board soon.

Overview of Economic Development-Related Activities since May 2020



DANIA BEACH
COMMUNITY REDEVELOPMENT AGENCY

Dania Beach CRA Board Meeting

Overview of Activities

- œ Objective: to provide an update on the CRA's Economic Development related activities from May 6, 2020 to July 14, 2020
- œ 5 major focus areas: business outreach, business attraction and retention, commercial improvement grants, Greater Fort Lauderdale Alliance meetings, and COVID-19.

Business Outreach

- Between May and mid-July, the CRA made contact with 270 businesses and informed them about COVID-19 resources, inquired about their business needs, and collected their contact information.
- 10 businesses informed the CRA that their application for the Federal Paycheck Protection Program was approved.

Business Outreach – Survey Summary

☞ Collection period: May 28th – June 30th

☞ 15 responses collected

☞ About 80% of responders from 33004 zip code

☞ About 26% of responders in arts, culture and real estate industry

☞ About 80% of businesses still open (including with reduced hours)

☞ About 80% of business experiencing reduction in revenue by 50% or more

☞ About 71% of business reported 10 or fewer employees before and after shutdown.

☞ About 80% applied for aid programs with about 60% receiving aid through these programs.

☞ Survey responses are attached.

Business Attraction & Retention

☞ The CRA receives inquiries from companies looking to expand or relocate their operations in the City. Since May 6th the CRA:

☞ Assisted restaurant owners (Chef Seldon, Perry Wings Plus, and Chef Elouaze) all looking to relocate restaurants to the 715 NW 1st Street property.

☞ So far all prospective tenants are unable to meet property owner's requirements.

☞ CRA is collaborating with Broker for Cruise.com building to help find a buyer.

☞ CRA is working with two Brokers and Equity Funds regarding Opportunity Zone site development in Dania Beach.

Business Attraction & Retention

- ❧ CRA assisted a local restaurant with the process to establish outdoor seating due to COVID-19.
- ❧ The CRA has been working with a commercial real estate broker who has a few clients that are interested in developing affordable or workforce housing apartments within the CRA. CRA is acting as liaison to private land owners.
- ❧ CRA has fielded 4 inquiries from businesses seeking relocation incentives.
- ❧ CRA has developed and proposed new small business grant program for up to \$1,000.

Commercial Improvement Grants

- œ CRA has marketed the Grant to 2 prospective applicants.
- œ Associates MD (\$20,000)
 - œ Project has been completed
- œ The Fish Grill Restaurant (\$17,486)
 - œ Project has been completed
- œ Alex's Flamingo Plaza (\$40,000)
 - œ Project has been completed
- œ Barbie Joe's (\$20,000)
 - œ Project has been completed

CRA's Total Investment: \$97,486

Greater Ft. Lauderdale Alliance

œ Since May, the CRA has attended ten (10) Economic Development meetings hosted by the GFLA. CRA also attends team meetings including:

œ International Action Team

œ Corporate Council

œ Permitting Action Team Committee

œ COVID-19 related webinars

COVID-19 Information Provided

- ❧ CRA compiled a list of Federal, State, and Local Resources available to residents and business owners.
- ❧ Resource information has been shared via the CRA website, Facebook, email newsletters and by phone.
- ❧ Since May, the CRA has participated in 4 COVID-19 webinars hosted by the Urban Land Institute and the Florida League of Cities

Summary

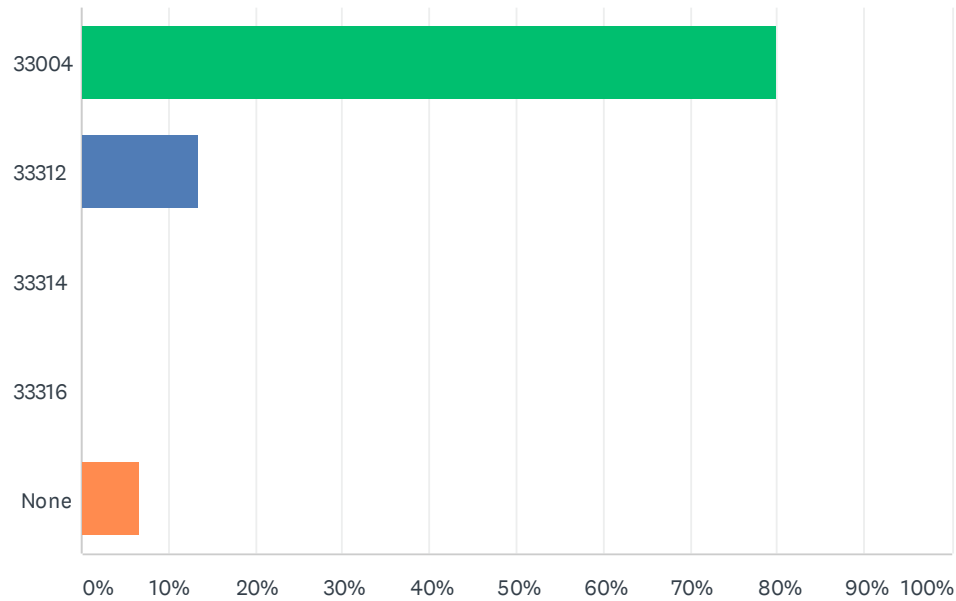
- œ CRA contacted 270 businesses
- œ CRA assisted real estate broker with promoting affordable or workforce housing
- œ CRA assisted real estate broker with promoting commercial building
- œ Provided commercial space information to businesses looking to expand or relocate

Summary

- œ All active commercial improvement grants have been completed. Grant continues to be marketed.
- œ Attended meetings and webinars hosted by the Greater Fort Lauderdale Alliance, the Florida League of Cities, Dania Beach Chamber, and the Urban Land Institution.
- œ Compiled and promoted a list of business and other resources related to the COVID-19 pandemic.
- œ Continues to search for resources for businesses.

Q1 What Dania Beach zip code is your business in?

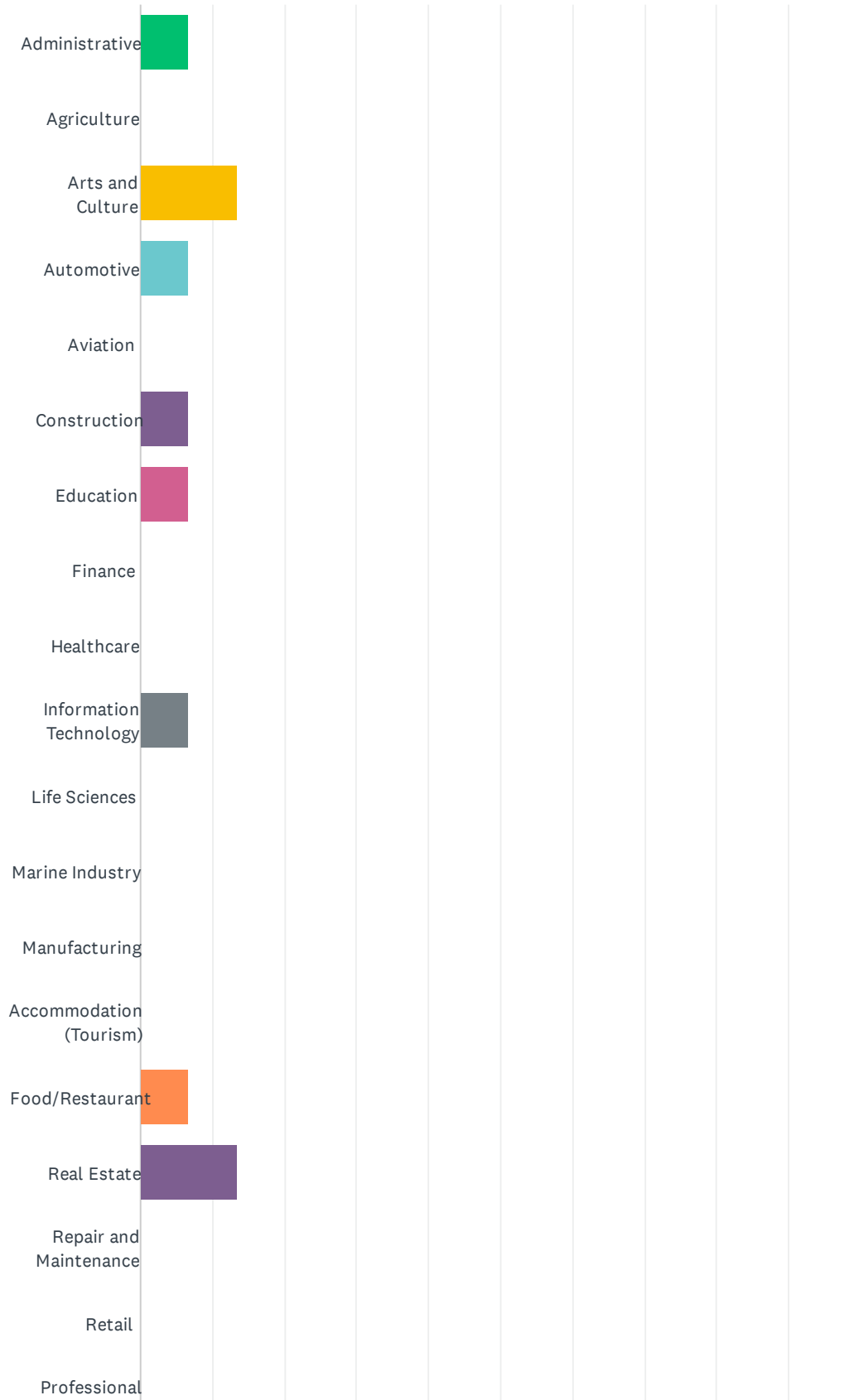
Answered: 15 Skipped: 0

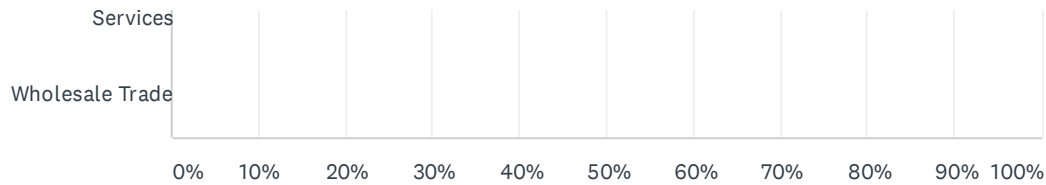


ANSWER CHOICES	RESPONSES	
33004	80.00%	12
33312	13.33%	2
33314	0.00%	0
33316	0.00%	0
None	6.67%	1
TOTAL		15

Q2 Please indicate your industry.

Answered: 15 Skipped: 0



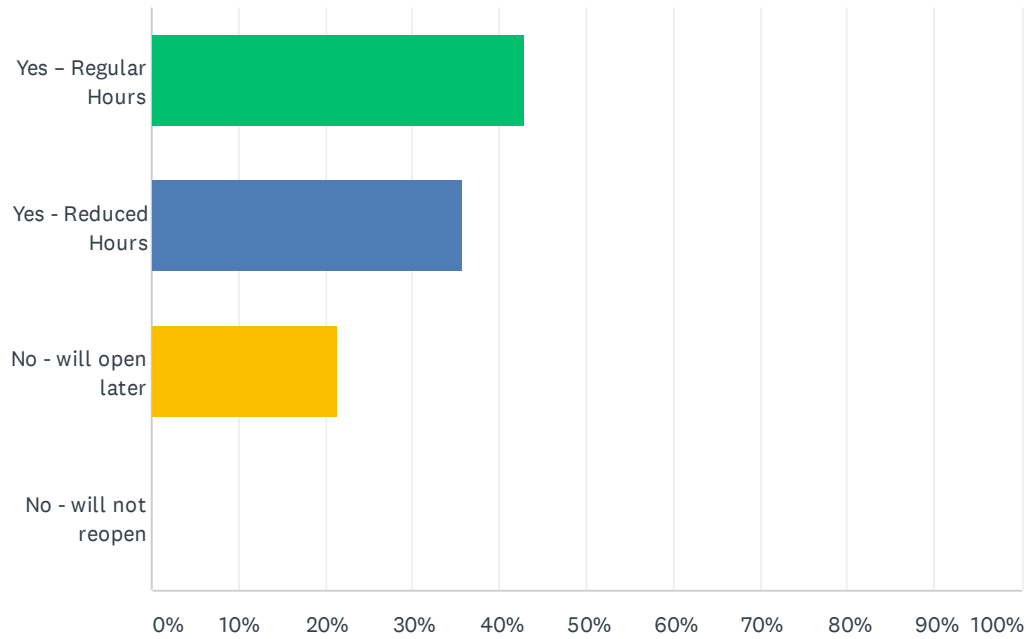


ANSWER CHOICES	RESPONSES
Administrative	6.67% 1
Agriculture	0.00% 0
Arts and Culture	13.33% 2
Automotive	6.67% 1
Aviation	0.00% 0
Construction	6.67% 1
Education	6.67% 1
Finance	0.00% 0
Healthcare	0.00% 0
Information Technology	6.67% 1
Life Sciences	0.00% 0
Marine Industry	0.00% 0
Manufacturing	0.00% 0
Accommodation (Tourism)	0.00% 0
Food/Restaurant	6.67% 1
Real Estate	13.33% 2
Repair and Maintenance	0.00% 0
Retail	0.00% 0
Professional Services	0.00% 0
Wholesale Trade	0.00% 0
TOTAL	15

#	OTHER (PLEASE SPECIFY)	DATE
1	Retired	6/7/2020 11:05 AM
2	Pet grooming	6/6/2020 10:15 PM
3	Tour Guiding	6/3/2020 11:57 AM
4	Interior Design	6/1/2020 7:46 PM
5	Non Profit	5/29/2020 3:29 PM

Q3 Is your company currently open for business?

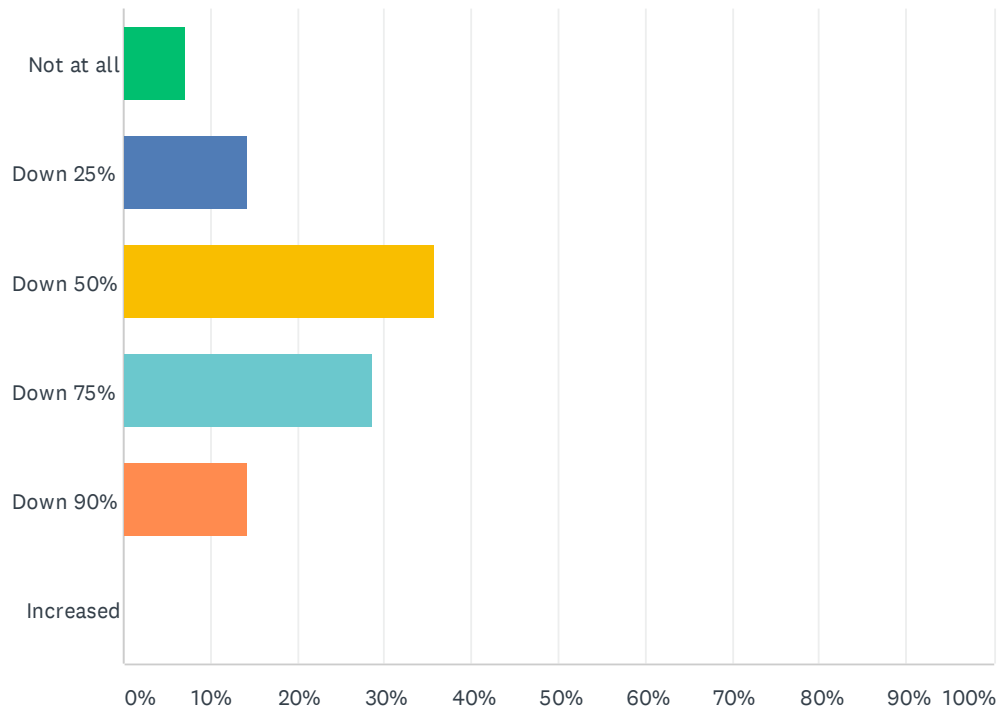
Answered: 14 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes – Regular Hours	42.86%	6
Yes - Reduced Hours	35.71%	5
No - will open later	21.43%	3
No - will not reopen	0.00%	0
TOTAL		14

Q4 How have your business revenues been affected during the emergency?

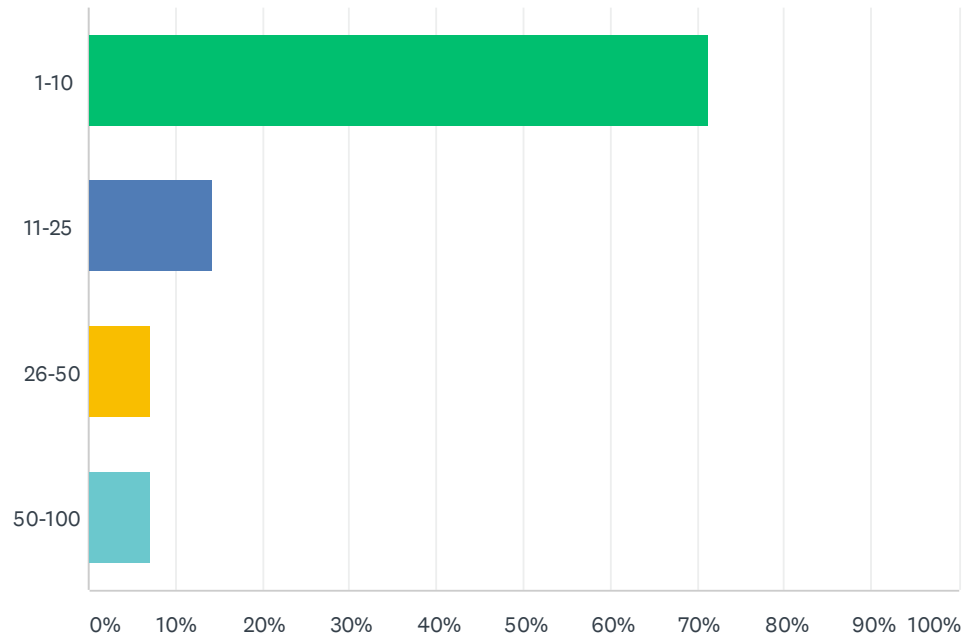
Answered: 14 Skipped: 1



ANSWER CHOICES	RESPONSES	
Not at all	7.14%	1
Down 25%	14.29%	2
Down 50%	35.71%	5
Down 75%	28.57%	4
Down 90%	14.29%	2
Increased	0.00%	0
TOTAL		14

Q5 How many employees did your business have before COVID-19?

Answered: 14 Skipped: 1

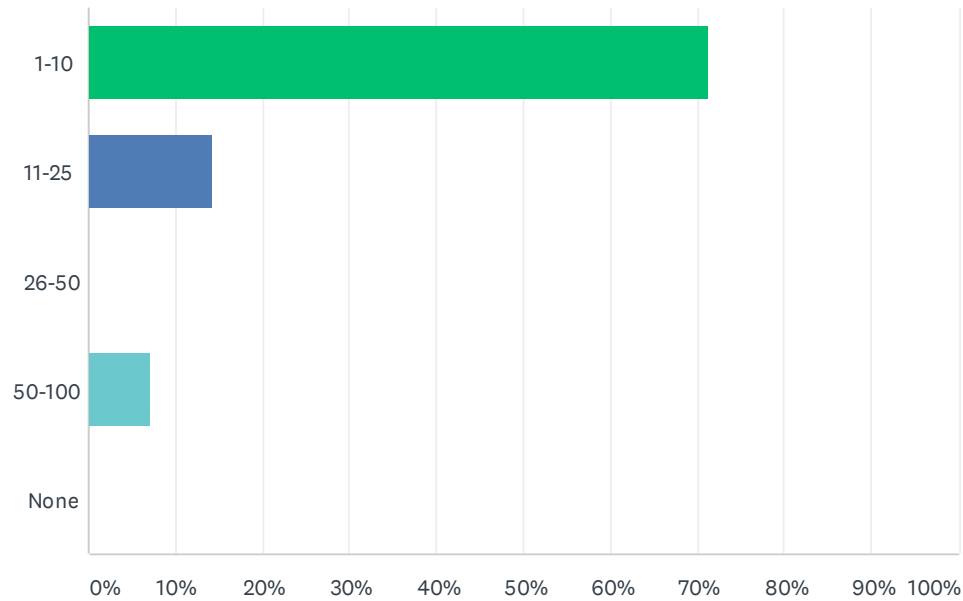


ANSWER CHOICES		RESPONSES	
1-10		71.43%	10
11-25		14.29%	2
26-50		7.14%	1
50-100		7.14%	1
TOTAL			14

#	OTHER (PLEASE SPECIFY)	DATE
	There are no responses.	

Q6 How many employees does your business have now?

Answered: 14 Skipped: 1

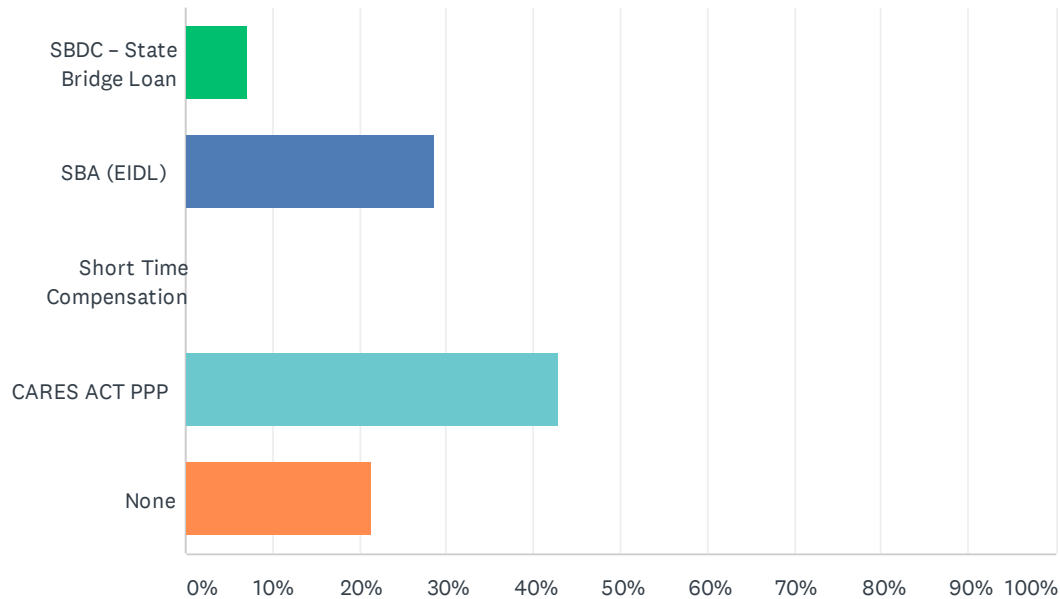


ANSWER CHOICES		RESPONSES	
1-10		71.43%	10
11-25		14.29%	2
26-50		0.00%	0
50-100		7.14%	1
None		0.00%	0
TOTAL			14

#	OTHER (PLEASE SPECIFY)	DATE
1	Me, the owner	6/6/2020 10:15 PM

Q7 Have you applied for any disaster assistance? If so, which one?

Answered: 14 Skipped: 1

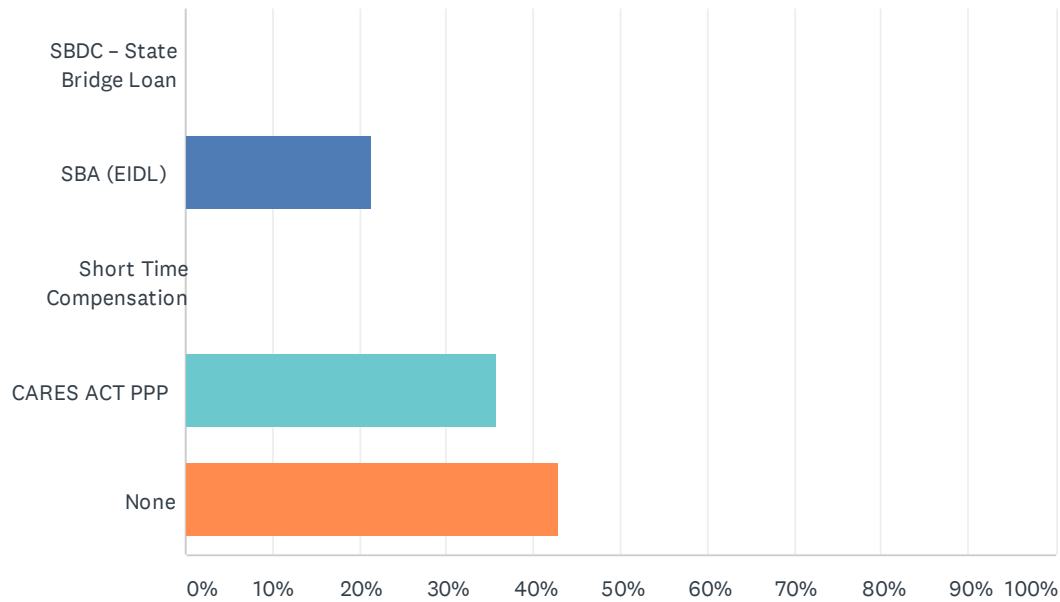


ANSWER CHOICES	RESPONSES	
SBDC – State Bridge Loan	7.14%	1
SBA (EIDL)	28.57%	4
Short Time Compensation	0.00%	0
CARES ACT PPP	42.86%	6
None	21.43%	3
TOTAL		14

#	OTHER (PLEASE SPECIFY)	DATE
	There are no responses.	

Q8 Have you successfully received any business assistance? If so, which program?

Answered: 14 Skipped: 1



ANSWER CHOICES	RESPONSES	
SBDC – State Bridge Loan	0.00%	0
SBA (EIDL)	21.43%	3
Short Time Compensation	0.00%	0
CARES ACT PPP	35.71%	5
None	42.86%	6
TOTAL		14

#	OTHER (PLEASE SPECIFY)	DATE
	There are no responses.	

Q9 What resource, opportunity or conditions would be most helpful for business recovery?

Answered: 10 Skipped: 5

#	RESPONSES	DATE
1	We are not the police. Stop making us be the police	6/27/2020 7:49 AM
2	When the travel industry reopens.	6/3/2020 11:57 AM
3	Relief for utilities, local funding or grants specific to our residents	6/1/2020 7:46 PM
4	Opportunities to promote our business at a low cost	6/1/2020 1:51 PM
5	Precise information about where taxpayer money has been allocated. In other words, the truth, the whole truth and nothing but the truth.	6/1/2020 10:33 AM
6	Sba loan	5/30/2020 10:27 PM
7	Need more promotion	5/30/2020 11:50 AM
8	Grants	5/29/2020 4:15 PM
9	Non Profit funding for other than 501c3's	5/29/2020 3:29 PM
10	County reopen for full business no restrictions	5/28/2020 10:02 PM

Q10 What is your biggest challenge to recovering?

Answered: 10 Skipped: 5

#	RESPONSES	DATE
1	Improve overall government communication, reduced covid 19 cases, being the police enforcing social distancing and mask wearing	6/27/2020 7:49 AM
2	Employees	6/6/2020 10:15 PM
3	Cessation of corporate travel and meetings. Cruise line business and corporate incentive and business meetings	6/3/2020 11:57 AM
4	Loss of Income and cash flow	6/1/2020 7:46 PM
5	Knowing that people aren't choosing to not spend, they simply don't have money to spend out right now	6/1/2020 1:51 PM
6	Responsible and rational government policy.	6/1/2020 10:33 AM
7	Need to bring customers	5/30/2020 11:50 AM
8	Money	5/29/2020 4:15 PM
9	The local economy doing well and getting back to as normal as possible SAFELY	5/29/2020 3:29 PM
10	Need customers to return to have sales required to make business profitable	5/28/2020 10:02 PM

2020 Greater Fort Lauderdale Alliance and Broward County COVID -19 Business Impact Survey Results

Executive Summary

From April 20 to May 29, 2020, The Greater Fort Lauderdale Alliance and Broward County conducted a county-wide survey to investigate the potential economic effects of COVID-19 on Broward County businesses. The survey resulted in close to 1,000 responses, with a participation rate of 10%.

The distribution of the survey responses by sector was consistent with the overall county job share by sector: 22% of the businesses are in the Professional Services sector, followed by Accommodation and Food (8%), Health Care (8%) and Retail sectors (8%).

“We’re pleased to see that 80% of the responding companies are currently open for business and more than 60% surveyed did not lay off or furlough employees. We understand the challenges the companies are currently facing, especially with 90% of the companies reporting the negative effect of the pandemic on their revenue.” said Greater Fort Lauderdale Alliance President and CEO Bob Swindell.

“Our goal is to assist businesses in the phased reopening approach to promote safety for our community and the successful recovery of our companies, while continuing to connect businesses with needed resources and information and addressing those who are considering pivoting or unfortunately will not be reopening.” said Sandy-Michael McDonald, Director of Broward County’s Office of Economic and Small Business Development.

Summary of Key Findings

Company Operations and Remote Working Status

- 80% of the respondents reported that their companies are currently open for business.
- 47% of the companies reported that they are operating on regular hours.
- 34% of the companies reduced their hours of operation.
- 19% are currently not open for business.

Revenue Changes & Employee layoffs/furlough situations

- 90% of the companies reported that COVID-19 negatively affected their revenues.
- Half of the companies experienced a revenue decrease of more than 75%.
- 8% of the companies reported that their revenue has not been affected by the pandemic
- 2% of the companies increased their revenues.
- The healthcare and manufacturing companies reported a slight increase in revenues.
- 62% of the companies that answered the survey did not lay off or furlough employees.

Disaster Assistance Program

- 82% applied for some type of assistance.
- The CARES Act PPP successful application rate was 73%.
- SBA (EIDL) successful application rate was 39%.
- SBDC – State Bridge loan had the lowest success rate compared to the other programs, 17%.
- 18% of the respondents did not submit any request for assistance.



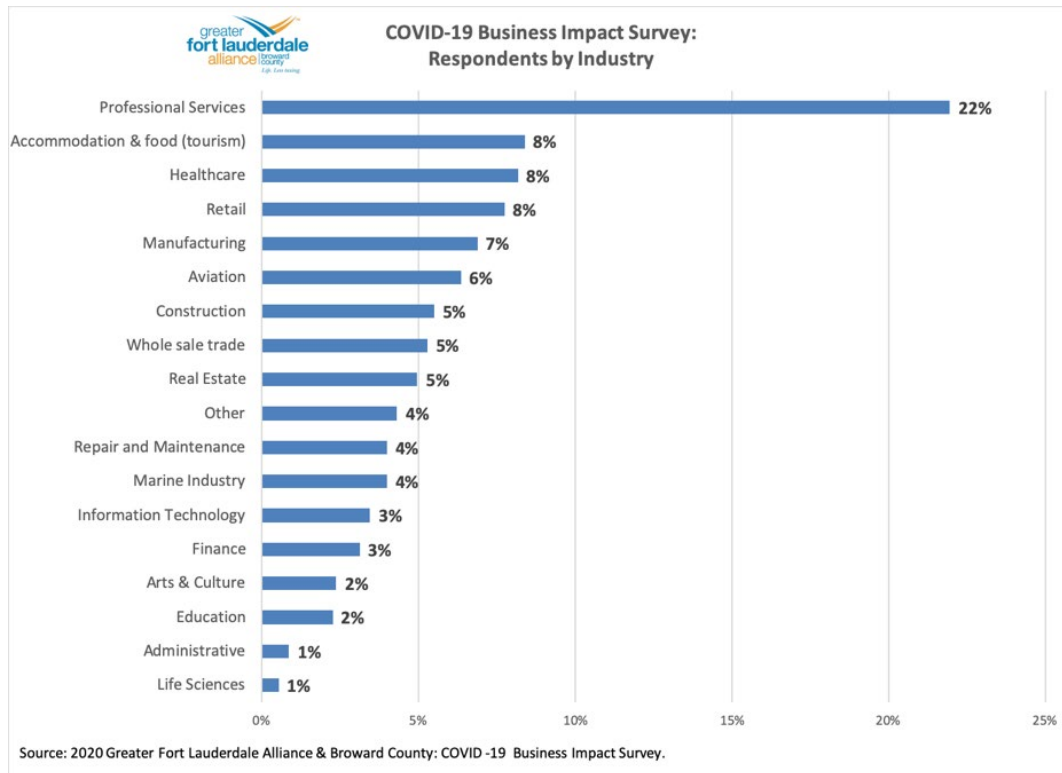
Background and Purpose of the Survey

The Greater Fort Lauderdale Alliance Business Retention and Visitation Outreach (BRAVO) Program shifted to a virtual environment and team members launched a direct business outreach campaign. The main objectives were to understand businesses' immediate needs and to provide ongoing, timely and effective support.

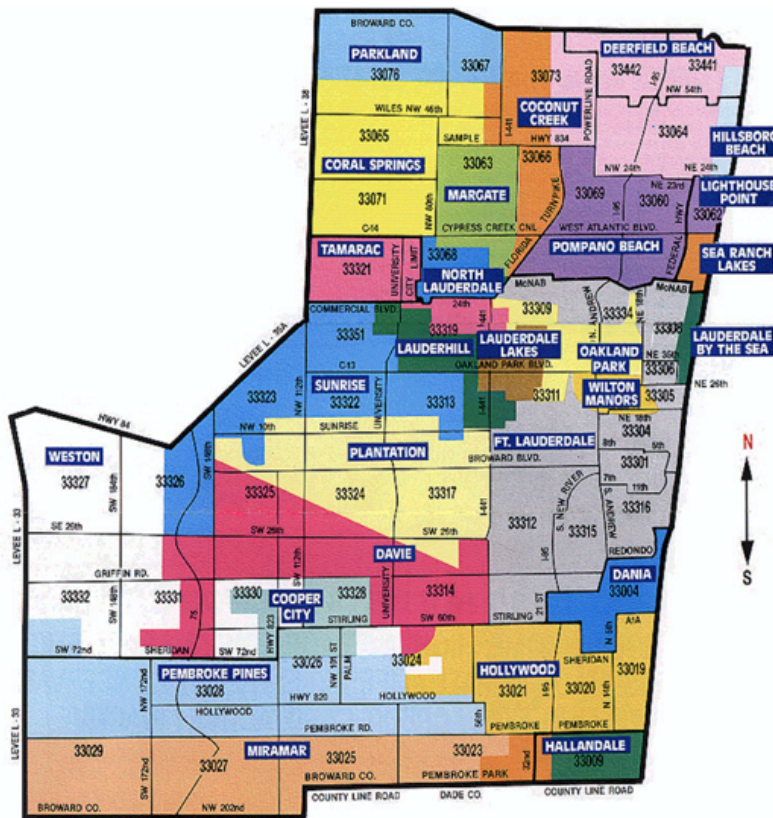
The outreach campaign was followed by a two-minute survey that included questions related to remote working, revenue and employment changes, among other questions. The purpose of the survey is to provide a snapshot of the economic impact of COVID-19 on the Broward County business community.

Business Characteristics

- The survey resulted in close to 1,000 responses, with a participation rate of 10% of those contacted.
- The data collection period was from April 20 to May 29, 2020.
- 22% of responding businesses are in the Professional Services sector, followed by Accommodation and Food (8%), Health Care (8%) and Retail sectors (8%).
- The distribution of survey responses by sector is consistent with the overall county job share by sector: 17% of jobs are in Professional services, 12% in Retail Trade, 12% in Education and Health Services and 9% in Accommodation & Food services (Florida Department of Economic Opportunity, 2020).



- The survey produced responses from all 61 Broward county zipcodes and additional 18 out of the county zipcodes (Palm Beach County, Miami-Dade County, Saint Lucie County, Columbia County and Cook County).
- 60% of the responses were coming from businesses located in the following 20 zip codes: 33309, 33315, 33063, 33308, 33301, 33304, 33312, 33027, 33020, 33069, 33065, 33316, 33317, 33324, 33064, 33442, 33021, 33025, 33024 and 33314.



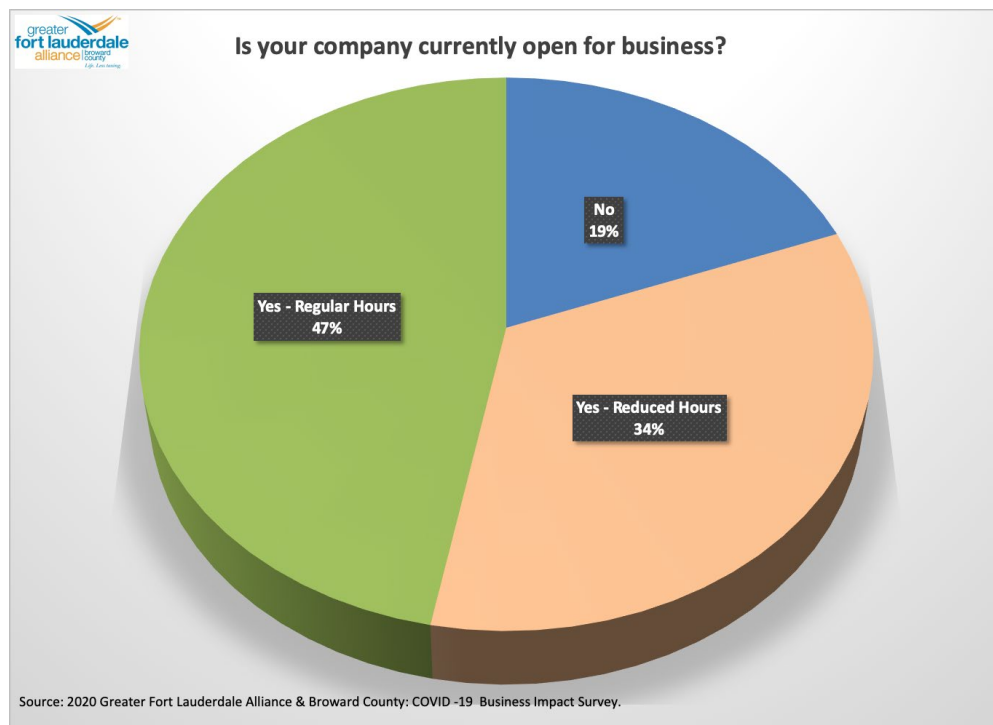
**List of the 20 zipcodes with
high response number**

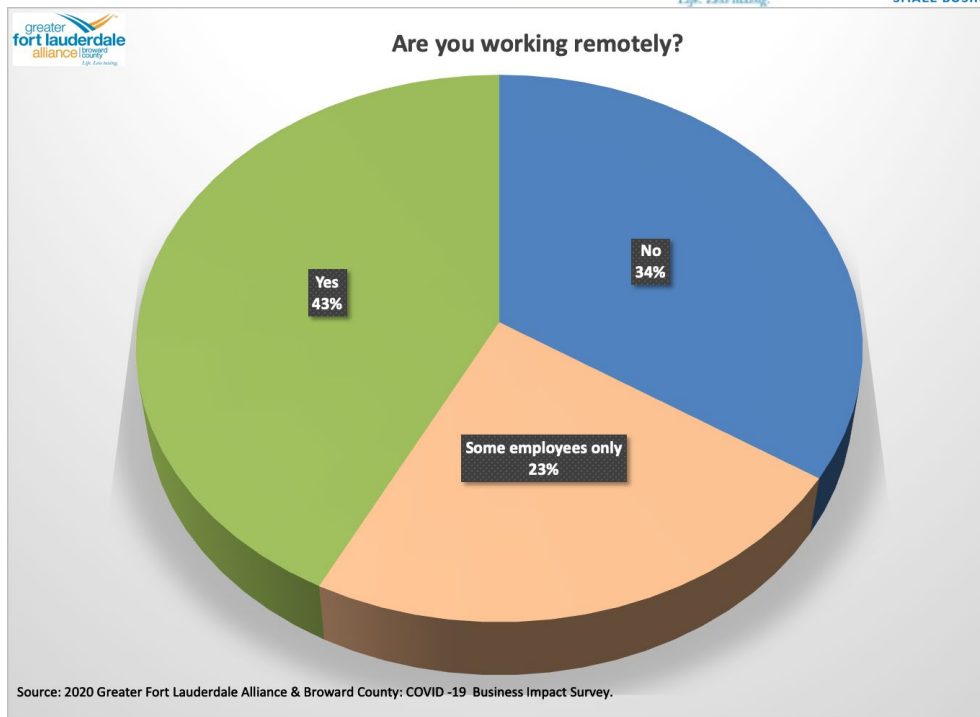
Zipcode	% Total Responses
33309	6.34%
33315	4.62%
33063	4.30%
33308	3.87%
33301	3.66%
33304	3.44%
33312	3.23%
33027	2.90%
33020	2.80%
33069	2.69%
33065	2.47%
33316	2.37%
33317	2.37%
33324	2.37%
33442	2.26%
33064	2.26%
33021	2.15%
33025	2.15%
33314	2.04%
33024	2.04%

Key Initial Findings

Company operations and remote working status

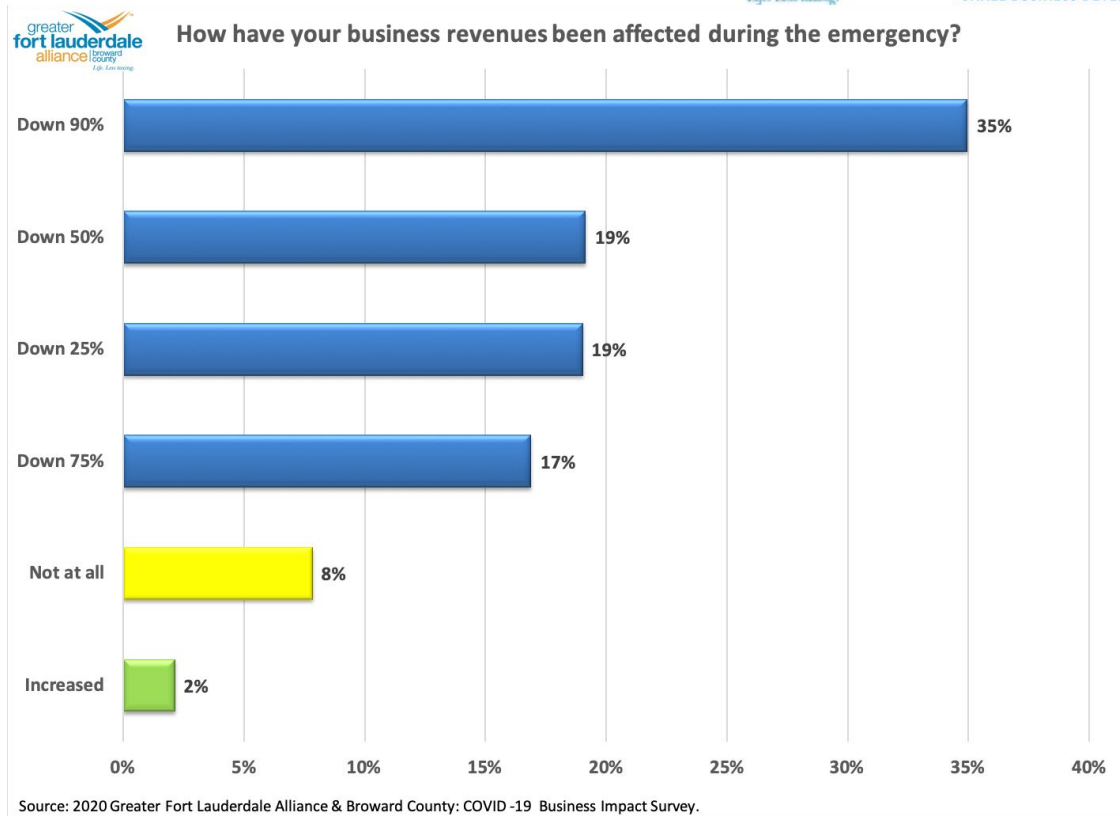
- 81% of respondents reported that their companies are currently open for business
- 19% of the companies are not currently open for business.
- 43% of the companies reported that all their staff members have been working remotely.
- 23% of the companies reported that some employees are working remotely.
- 34% of the companies did not adopt the remote working environment option.

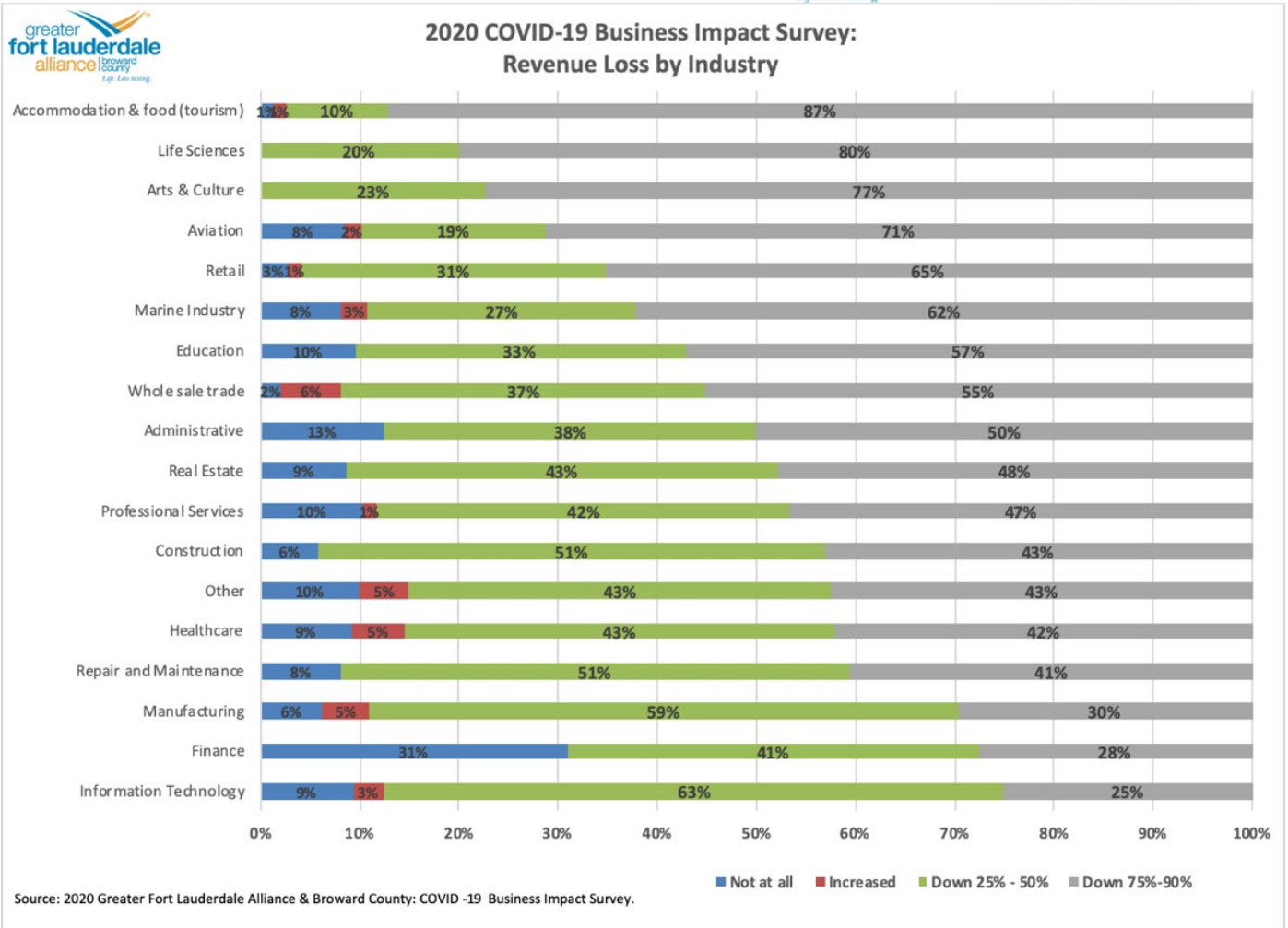




Revenue Changes & Employee layoffs/furlough situations

- 90% of the companies reported that COVID-19 negatively affected their revenues.
- Half of the companies experienced a revenue decrease of more than 75%.
- Close to 40% of businesses had revenue reductions between 25 and 50%.
- 8% of the companies reported that their revenues have not been affected by the pandemic
- 2% of the companies increased their revenues.
- Healthcare and Manufacturing sectors reported a slight increase in their revenues.
- 62% of the companies that answered the survey did not lay off or furlough employees
- Job loss ranged from - 500 jobs to -2 jobs.





Disaster Assistance Programs

- 82% of the respondents applied for some sort of assistance programs
- The CARES Act PPP successful application rate was 73%.
- SBA (EIDL) successful application rate was 39%.
- SBDC – State Bridge loan had the lowest successful rate compared to the other programs, 17%.
- 18% of the respondents did not submit any request for assistance.
- Some of the other assistance programs reported were: 2020 SGP & JFBC COVID-19 Emergency funds, Bluevine, Treasure loan, Payroll Tax Deferral, Florida Humanities and Broward Cultural Supplemental Grant Program, among others.



COVID-19 Business Impact Survey: Disaster Assistance Applications

Disaster Assistance	Applications	Successful Applications	
CARES Act PPP	545	400	73%
SBA (EIDL)	333	131	39%
SBDC - State Bridge Loan	99	17	17%
Other	61	51	84%
Short Time Compensation	25	11	44%
Did not submit any application	241		

Source: 2020 Greater Fort Lauderdale Alliance & Broward County: COVID -19 Business Impact Survey.

FACEBOOK

PERFORMANCE REPORT

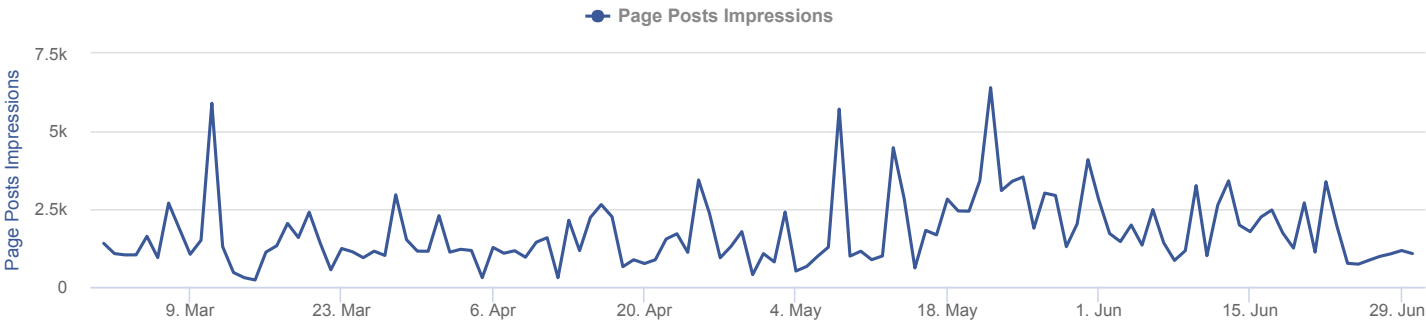
(Facebook Insights)



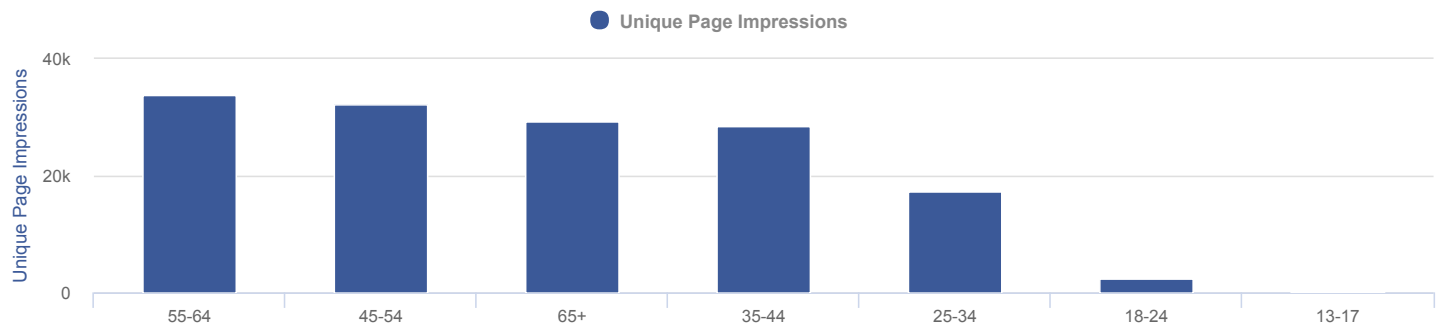
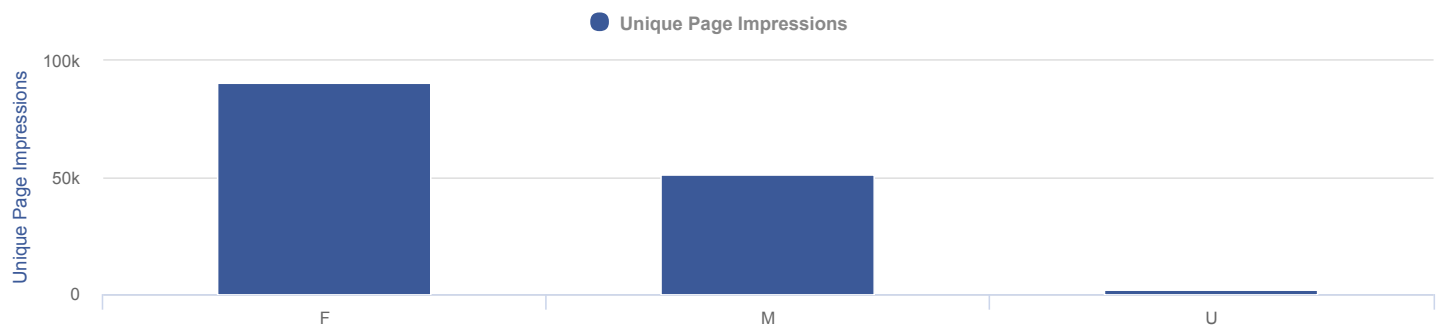
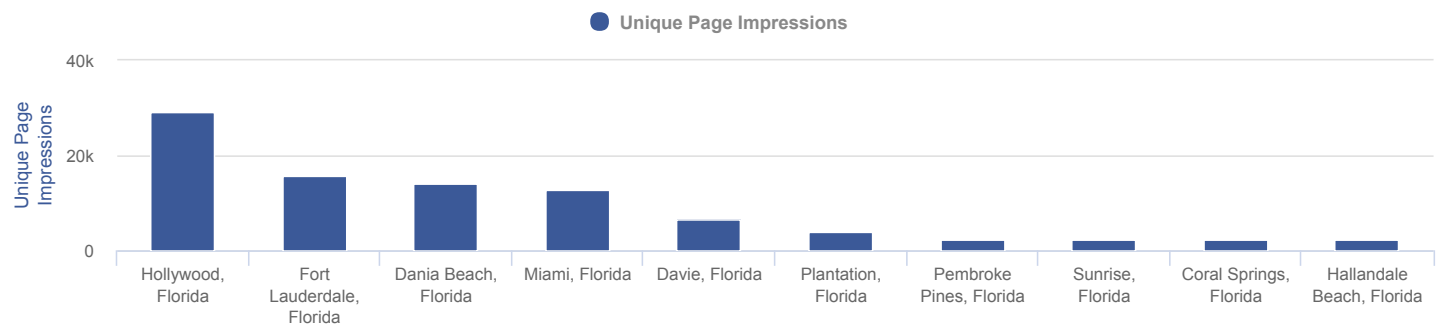
Facebook Organic Posts Overview

215K	10,695	15,418
PAGE IMPRESSIONS	PAGE ENGAGED USERS	PAGE POST ENGAGEMENTS
13,300	29,491	182
PAGE VIDEO VIEWS	LIKES	TOTAL MESSAGE CONNECTIONS

Page Post Impressions



Demographic Performance



Dania CRA March - June 2020

Posts - Performance

	Likes	Comments	Shares	Post Engaged Users	Post Impressions	Created Time (UTC)
 Did you miss the PPP LOAN FORGIVENESS AND THE NEW FLEXIBILITY BILL WORKSHOP?	1	0	1	8	682	30/06/2020 14:32
 Dania Beach Business Owners, TOMORROW is the LAST DAY to take a survey!	1	0	2	8	920	29/06/2020 14:28
 Check out the official video from Dania Pointe as we gathered to...	4	0	1	16	567	28/06/2020 13:54
 Not only is The PATCH Garden open today from 9 AM - 1 PM, but...	13	0	4	34	1,519	27/06/2020 12:00
 Dania Beach Business Owners, PLEASE take 3 minutes to help us...	3	0	1	10	716	26/06/2020 14:15
 FOOD GIVEAWAY! Do you know someone in need of food? Please...	5	0	8	22	600	25/06/2020 19:44
 Want to know how to best prepare your Business, Family, and...	2	0	0	6	429	24/06/2020 22:56
 MERCHANT SPOTLIGHT: Ocean Nail & Lash Studio Now...	3	0	5	72	2,042	23/06/2020 13:56
 MERCHANT SPOTLIGHT: BLUE HAIR SALON Time to...	5	1	2	51	1,147	22/06/2020 18:40
 Class of 2020 Drive-Thru Celebration on Saturday, June 20, 2020	9	1	7	75	989	22/06/2020 14:02
 Whether you are making a cake, heading to the beach, bbq'ing,...	5	0	3	14	756	21/06/2020 12:26
 Salute to Seniors! Class of 2020 Graduate Drive-By at Dania...	45	7	4	319	1,721	20/06/2020 14:39
 REMINDER: The PATCH Garden is OPEN today from 9 AM - 1 PM! We...	13	0	2	33	1,119	20/06/2020 11:22
 Making weekend plans? In this edition of #ILOVELOCAL....	16	1	2	35	626	19/06/2020 20:41

Dania CRA March - June 2020

	Likes	Comments	Shares	Post Engaged Users	Post Impressions	Created Time (UTC)
 In celebration of Juneteenth the Founding Director of the City of Dania Beach	5	0	2	8	675	19/06/2020 12:19
 #TBT: We are so excited to have The PATCH Garden open	17	0	4	56	773	18/06/2020 16:05
 MERCHANT SPOTLIGHT: Zen Mystery Looking for	6	0	2	26	679	18/06/2020 16:00
 FREE TESTING SITE	14	0	7	49	1,155	17/06/2020 21:57
 We continue to celebrate #ILOVELOCAL in	6	0	1	29	668	17/06/2020 18:22
 Are you a small business, independent contractor, or gig	6	1	3	38	1,238	16/06/2020 18:40
 The CDC has developed a tool to assist employers in	1	0	1	15	791	15/06/2020 19:23
 If you missed any of the #ArtNOTinTheHall with our friends at Art In The	9	75	2	124	3,428	14/06/2020 19:55
 MERCHANT SPOTLIGHT: Have you had a chance to check	51	7	12	267	2,667	13/06/2020 15:48
 NOW OPEN: We are so excited to be back at The PATCH Garden in	11	0	2	57	883	13/06/2020 14:25
 BUSINESS SPOTLIGHT: A message from 3 Sons Brewing Co. Hello	22	0	4	106	1,450	12/06/2020 19:36
 Thank you to our incredible PATCH Garden staff for	24	2	5	127	1,778	12/06/2020 14:04
 This is a TRAFFIC ADVISORY from the City of Dania Beach.	17	2	26	169	1,845	10/06/2020 22:42
 Dania Beach's Jaxson's Ice Cream was recently featured in the South	62	13	25	264	2,134	10/06/2020 16:41
 REMINDER: The Dania Beach CRA Virtual Board Meeting will take	4	0	1	16	1,096	09/06/2020 12:19

Dania CRA March - June 2020

	Likes	Comments	Shares	Post Engaged Users	Post Impressions	Created Time (UTC)
 The most recent Broward County Emergency Order 20-15 Broward County	4	0	1	26	728	08/06/2020 19:20
 Want fresh-picked, locally grown produce at some of the best prices in Broward County Broward County	12	2	6	50	999	07/06/2020 11:51
 What better way to enjoy a summer weekend? Grab some fresh produce and a cold beverage Broward County	32	2	7	80	1,492	06/06/2020 16:27
 Dania Beach Business Owners, PLEASE take 3 minutes to help us Broward County	3	0	2	17	990	06/06/2020 12:45
 Commissioner Tamara James visits Joe's Grill and Dairy Belle Ice Creamery Broward County	24	0	7	60	665	05/06/2020 10:48
 Restaurant Spotlight: Shenanigans of Dania Beach is open and ready to serve Broward County	55	0	9	146	2,151	04/06/2020 19:31
 JOB OPENINGS: Skilled Staffing is currently hiring for skilled and experienced individuals Skilled Staffing	4	0	15	46	1,646	03/06/2020 18:34
Emergency Curfew Order extended another night. In effect 8PM - 6AM on 06/02/2020	4	2	5	47	1,232	02/06/2020 21:01
County Administrator confirms the Emergency Curfew Order for 06/01/2020	4	2	2	39	1,221	01/06/2020 22:08
 WE NEED A MONDAY MORNING MINUTE...technically 3 minutes to help us Broward County	0	0	2	13	1,155	01/06/2020 11:03
 MERCHANT SPOTLIGHT: While you're checking out the shelves are full of produce Broward County	62	4	15	281	2,873	31/05/2020 16:45
 Just a friendly reminder that you must place your order for produce by 12:00 PM on 05/31/2020 Broward County	3	0	5	25	1,291	31/05/2020 14:05
 Support local restaurants AND be part of a virtual party! The Virtual Party Broward County	2	1	0	9	670	30/05/2020 16:59
 BUSINESS COMMUNITY RECOVERY SURVEY: Help us understand how we can best support your business Broward County	0	0	2	9	833	30/05/2020 13:51
 Did you miss the Art In The Hall Zoom Interview with Peter Broward County	3	0	0	36	1,122	29/05/2020 22:46
 One of the eligibility requirements to be considered for the Broward County	0	0	1	12	1,183	29/05/2020 13:48

Dania CRA March - June 2020

	Likes	Comments	Shares	Post Engaged Users	Post Impressions	Created Time (UTC)
 Yes, Oceans 13 Dania Beach has an Award-Winning Grouper Royal, and it's yours to enjoy!	32	3	3	167	1,533	28/05/2020 16:00
 In an effort to gather more information on the impact of COVID-19 on our community, we are conducting a survey. Please take a few minutes to complete it.	4	0	0	16	768	28/05/2020 12:38
 Together with the Greater Dania Beach Chamber of Commerce, we are hosting a virtual meeting on May 28th at 7 PM. Join us to discuss the impact of COVID-19 on our community and how we can support each other.	48	0	13	275	2,182	27/05/2020 22:39
 Whether you are heading home from work or wrapping up your day, we want to make sure you have everything you need. Visit our website for more information.	14	2	1	36	943	27/05/2020 20:56
 Vice Mayor Lauren Odman visited some of the Dania Beach businesses to see how they are coping with the impact of COVID-19. She expressed her appreciation for the hard work of the community.	9	1	1	30	751	27/05/2020 19:32
 We are proud to announce that Dania Beach CRA has been selected as one of the top 100 most innovative organizations in the world. This is a testament to the hard work and dedication of our team.	2	3	1	27	495	26/05/2020 23:49
 When we are unable to see art & culture, we realize how much we value it. Join us for a virtual tour of the Dania Beach Museum's collection.	14	1	1	34	1,101	26/05/2020 13:07
 Have you heard the news?!? From Sun up to Sunset, the City Beach is open for business. Enjoy the beautiful views and the fresh seafood.	23	4	9	103	1,501	25/05/2020 16:37
 Today we pause to honor those who have given their life in the service of our country. Memorial Day is a time to reflect on the sacrifices made for our freedom.	20	1	3	32	1,159	25/05/2020 12:05
 Dania Beach CRA "LOVES LOCALS" spotlight! Today we are featuring the Dania Beach Farmers Market. Visit us today to support local businesses.	44	3	13	142	2,526	24/05/2020 16:15
 Order locally grown produce from right here at Dania Beach's urban farm. We have a variety of fresh vegetables and fruits available for pickup.	11	1	2	29	994	24/05/2020 13:03
 Dania Beach CRA "LOVES LOCALS" spotlight! Today we are featuring the Dania Beach Farmers Market. Visit us today to support local businesses.	16	1	2	48	1,033	23/05/2020 14:13
 As we begin Memorial Day Weekend, the traditional weekend of reflection and remembrance, we want to make sure you have everything you need.	9	2	4	75	1,207	23/05/2020 12:01
 Health clinics. Fire departments. Schools. Even roads and bridges. We are proud to support our community and make sure we have everything we need.	1	0	1	4	733	22/05/2020 21:02
 As retail shops are now able to operate with up to a 50% capacity, we want to make sure you have everything you need. Visit our website for more information.	8	0	1	33	1,004	22/05/2020 16:58

Dania CRA March - June 2020

	Likes	Comments	Shares	Post Engaged Users	Post Impressions	Created Time (UTC)
 Free Food Distribution at The Casino @ Dania Beach to all residents	68	29	39	524	5,196	22/05/2020 12:45
 DRIVE-THRU FOOD DISTRIBUTION THIS FRIDAY, MAY 22nd at 9 AM	4	0	11	31	1,153	21/05/2020 23:24
 Dania Beach CRA "LOVES LOCALS" spotlight! Today we are spotlighting...	42	7	10	128	1,726	21/05/2020 20:11
 Dania Beach CRA "LOVES LOCALS" spotlight! Today we are spotlighting...	6	0	0	9	519	21/05/2020 16:12
 Barbershops and hair & nail salons are open FOR APPOINTMENTS	2	1	0	15	642	21/05/2020 13:55
 Farm Share Feeding Florida Families & City of Dania Beach, in...	17	0	14	51	1,258	20/05/2020 16:21
 Just a friendly reminder that you must place your order for produce TODAY!	0	0	0	7	532	20/05/2020 12:03
 Dania Beach CRA "LOVES LOCALS" spotlight! Today we are spotlighting...	56	12	11	272	2,938	19/05/2020 20:08
 As Dania Beach begins to reopen, we want to remind you that...	9	0	3	36	759	19/05/2020 18:41
 Congratulations to all of our Dania Beach graduates! We want...	16	2	2	22	681	18/05/2020 20:41
 Today, the City of Dania Beach joins Broward County in the first...	16	1	13	70	1,924	18/05/2020 13:25
 Every Tuesday, the OIC of South Florida is now hosting a Virtual Open...	2	0	1	11	817	18/05/2020 13:02
 Did you know that if just 5 easy steps you can pick-up FRESH, LOCALLY GROWN...	6	0	4	31	1,032	17/05/2020 13:56
 Dania Beach CRA "LOVES LOCALS" spotlight! Today we are spotlighting...	15	0	3	117	1,293	16/05/2020 23:36

Dania CRA March - June 2020

	Likes	Comments	Shares	Post Engaged Users	Post Impressions	Created Time (UTC)
 Did you know that it is important that you include everyone in your household when you are applying for assistance.	2	0	0	8	754	16/05/2020 19:18
 Are you an Agricultural Business Impacted by the COVID-19 Pandemic?	0	0	0	4	442	14/05/2020 17:50
 One of the eligibility requirements to be considered for the COVID-19 Relief Fund.	4	0	12	115	1,762	14/05/2020 11:57
 Has the COVID-19 emergency affected your household?	5	0	10	46	1,687	13/05/2020 17:56
 We are excited to share that last night, the CRA Board passed a resolution to...	24	14	15	256	2,913	13/05/2020 14:18
 Orders for fresh produce from The PATCH Garden placed TODAY will be...	5	0	9	76	1,561	13/05/2020 12:52
 Support a local business and try something new at the...	5	0	1	14	652	12/05/2020 22:47
 THE DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY BOARD...	1	0	0	8	565	12/05/2020 16:49
 Register for the upcoming COVID-19 Facts & Myths Webinar...	2	0	1	8	597	11/05/2020 12:03
 Wishing all those who are Mothers, Moms of furry kids, or have taken...	6	0	0	9	734	10/05/2020 12:24
 Did you know that you can ORDER ONLINE to pick up locally grown...	2	0	1	10	379	09/05/2020 15:57
 Are you interested in being part of our Dania Beach First Time Homebuyer...	1	0	1	9	639	08/05/2020 17:37
 Food distribution at the Casino at Dania Beach! 301 E Dania Beach Blvd	92	39	39	668	5,831	08/05/2020 12:31
 Are you in need of food? There will be a Drive-Thru Food Distribution...	13	0	12	38	1,341	07/05/2020 15:21
 Our team at The PATCH Garden is getting ready for the Friday fresh...	4	0	5	64	1,095	06/05/2020 19:27

Dania CRA March - June 2020

	Likes	Comments	Shares	Post Engaged Users	Post Impressions	Created Time (UTC)
 Here's another Dania Beach restaurant offering a Mother's Day special menu. Dania Beach restaurant	4	0	0	26	653	05/05/2020 16:47
 Did you know that with every purchase Firehouse Subs at Dania Beach has a special offer. Firehouse Subs	14	0	3	25	1,219	03/05/2020 19:01
 Orders for fresh produce from The PATCH Garden placed TODAY will be delivered. The PATCH Garden	8	2	8	51	1,616	03/05/2020 12:37
 Did you know that Firebirds Wood Fired Grill has a Mother's Day special menu. Firebirds Wood Fired Grill	0	0	0	11	585	02/05/2020 15:02
 Another long week calls for dinner delivered! Did you know that Dania Beach has a special offer. FREE Dinner	1	1	2	13	598	01/05/2020 19:55
 Do you know someone who is unemployed or underemployed? The OIC of South Florida is looking for people to join their team. OIC of South Florida	1	0	1	11	753	01/05/2020 12:41
 Place your order for fresh produce from The PATCH Garden TODAY and get a special offer. The PATCH Garden	6	0	5	34	954	29/04/2020 17:34
 The OIC of South Florida invites you to join them for their virtual meeting. OIC of South Florida	2	0	2	14	978	29/04/2020 11:32
 Tonight's Virtual Dania Beach CRA Meeting begins at 6 PM. Please join us. Dania Beach CRA Meeting	2	0	2	14	927	28/04/2020 16:18
 Paycheck Protection Program Update: An additional \$310 Billion has been allocated. Paycheck Protection Program Update	0	0	0	4	538	27/04/2020 15:00
 REMINDER: Place your order for fresh produce from The PATCH Garden TODAY and get a special offer. The PATCH Garden	9	0	6	58	1,285	26/04/2020 11:29
 Why yes, Jaxson's Ice Cream has figured out the perfect way to slow down the summer. Jaxson's Ice Cream	45	6	37	360	5,040	25/04/2020 16:33
 It's finally Friday! And we have the perfect way to reward yourself. It's finally Friday!	6	0	0	18	645	24/04/2020 16:03
 #TBT Since 1966 Tarks has been giving us a reason to slow down. #TBT Since 1966 Tarks	27	6	6	105	1,535	23/04/2020 18:33
 While the WMDA Wiener Museum of Decorative Arts is closed, we have a special offer. WMDA Wiener Museum of Decorative Arts	1	1	0	9	553	23/04/2020 12:47

Dania CRA March - June 2020

	Likes	Comments	Shares	Post Engaged Users	Post Impressions	Created Time (UTC)
 We are excited to see that the House & the Senate has passed bill H.R. 2020, the Small Business	4	0	2	12	805	22/04/2020 15:30
 The PATCH Garden is celebrating Earth Day by kicking off their "Plant a Patch" campaign. We are	3	0	5	34	786	22/04/2020 14:02
 Dania Beach-based Cruise.com has announced its new Safe Cruise program. The program	0	0	1	3	798	21/04/2020 13:40
 The Save Small Business Fund is a grantmaking initiative that provides financial assistance	1	0	0	5	512	20/04/2020 16:19
 SAVE THE DATE & Register NOW! TravelHostFTL/TravelHostFTL.com	1	0	0	6	605	19/04/2020 17:59
 The Florida Department of Health (DOH) wants to remind you that we are currently	0	0	0	5	431	18/04/2020 20:57
 So proud of the work our team at The PATCH Garden is doing to support local businesses	14	0	1	68	861	17/04/2020 17:28
 Are you looking for a job? The SBA is hiring employees to assist with the economic recovery	1	0	5	44	1,198	17/04/2020 11:55
 Feeding South Florida will be providing food distribution at various locations throughout the	11	0	12	108	2,025	16/04/2020 18:37
 Looking for ways to support local businesses? We have a list of ways you can help	5	2	4	35	1,155	16/04/2020 18:30
 Please join us for the Broward Business Leaders COVID-19 Update #5 on Thursday, April 16th	1	0	1	9	683	15/04/2020 23:58
 Broward County's Mask Ordinance, aligning with the CDC guidelines, is now in effect	9	0	2	25	947	15/04/2020 16:04
 BUSINESS RESOURCE: If you are a local business that has been impacted by COVID-19	0	0	2	13	988	15/04/2020 13:54
 OIC of South Florida wants your help to reach unemployed or underemployed individuals	0	0	2	10	865	14/04/2020 11:43
 REMINDER: The Florida Small Business Emergency Bridge Loan program is now open	1	0	7	39	1,725	13/04/2020 13:01
 Seminarios web de la SBA en español - COVID 19 Lunes - Martes, April 13	0	0	2	8	1,015	13/04/2020 12:00

Dania CRA March - June 2020

	Likes	Comments	Shares	Post Engaged Users	Post Impressions	Created Time (UTC)
	11	2	12	66	1,180	11/04/2020 11:45
 The Department of Economic Opportunity, in coordination with	1	0	2	25	1,024	10/04/2020 12:55
	2	0	6	16	1,060	09/04/2020 12:52
	4	0	4	37	2,009	08/04/2020 12:47
	6	0	4	12	907	07/04/2020 12:25
	0	0	1	13	633	06/04/2020 21:35
	2	1	1	11	882	06/04/2020 13:00
 The Dania Beach Community Redevelopment Agency	2	0	1	8	908	04/04/2020 18:45
	9	0	13	49	1,398	03/04/2020 20:48
	0	0	1	15	711	02/04/2020 11:47
	5	0	7	30	1,575	01/04/2020 20:35
 The SBA has streamlined the process requirements	1	0	3	35	1,192	01/04/2020 13:46
 The U.S. Small Business Administration has begun virtual meetings	2	0	0	10	818	31/03/2020 17:45
	0	0	1	5	689	30/03/2020 20:33
 We are continuously updating our Dania Beach CRA COVID-19	5	0	1	50	1,765	29/03/2020 18:00
 COVID-19 Restaurant Resources Are you a local restaurant owner?	2	1	6	26	1,429	28/03/2020 15:00

Dania CRA March - June 2020

	Likes	Comments	Shares	Post Engaged Users	Post Impressions	Created Time (UTC)
 The City of Dania Beach Amended the Emergency Order to SUSPEND CASES AT	15	1	9	73	1,552	28/03/2020 08:52
 Facebook has announced they will be offering Small Business Grants to help	2	0	5	29	997	27/03/2020 13:56
 Many banks are offering relief to businesses & individuals who	2	2	5	72	1,328	26/03/2020 17:44
 While many offices are closed due to #COVID19, the U.S. Small Business	2	0	1	21	972	25/03/2020 20:08
 The Dania Beach Community Redevelopment Agency has announced	1	0	3	32	1,123	24/03/2020 14:24
 Coronavirus (COVID-19): Small Business Guidance & Loan Program	5	4	1	23	1,265	23/03/2020 20:38
 As we all face unprecedented changes due to the COVID-19 pandemic,	3	1	4	35	775	21/03/2020 15:36
 Reemployment Assistance benefits, formerly known as Unemployment	4	1	15	43	1,153	20/03/2020 21:17
 COVID-19 TESTING SCAM ACTIVITY Beware of scammers who are	7	0	10	23	865	20/03/2020 19:04
 Please find a list of Dania Beach Restaurants with take out service	24	3	12	213	1,918	20/03/2020 01:11
 HOW TO APPLY TO SMALL BUSINESS ADMINISTRATION	8	0	0	17	598	18/03/2020 23:29
 SUPPLEMENT TO CITY OF DANIA BEACH DECLARATION OF STATE OF EMERGENCY	13	0	6	62	1,030	18/03/2020 22:31
 When it comes to health, everyone wants what's best for their community	0	1	2	27	538	18/03/2020 13:04
 The SBA will work directly with state Governors to provide assistance to	8	0	10	50	1,768	17/03/2020 14:01
 Governor Ron DeSantis Activates Emergency Business Damage Assessment	2	0	6	40	1,105	16/03/2020 21:50
 Help Prevent the Spread of Coronavirus When it comes to prevention	1	0	0	16	546	16/03/2020 21:26

Dania CRA March - June 2020

	Likes	Comments	Shares	Post Engaged Users	Post Impressions	Created Time (UTC)
 We regret to advise that due to concerns about novel coronavirus, or COVID-19, the Dania...	14	2	19	104	2,449	11/03/2020 15:15
 We regret to advise that due to concerns about novel coronavirus, or COVID-19, the Dania...	20	8	44	497	5,305	11/03/2020 12:32
 Calling All Beauty Enthusiasts, Ulta Beauty at Dania Pointe is...	1	1	6	33	1,135	10/03/2020 11:00
 Take a quick listen to the VAM BAND...performing this...	2	0	2	17	697	09/03/2020 13:42
 Just a friendly reminder that this morning our clocks "jumped ahead".	10	0	3	15	781	08/03/2020 09:00
 Tarks Of Dania Beach may be known to have some delicious...	81	26	20	450	3,236	07/03/2020 16:29
 Today is the deadline for artists and crafters to apply to join the...	5	0	1	18	689	06/03/2020 14:09
 Are you an artist or crafter who wants to get your work in front of...	1	1	3	24	779	04/03/2020 14:16
 It's National #OldStuffDay...and although we have lots...	0	0	0	3	264	02/03/2020 15:24
 Are you a fan of the WWE? Did you know that there is a school...	0	0	1	10	625	01/03/2020 16:58

6 NW 8th Avenue



209 NW 8th Avenue



213 NW 8th Avenue



225 NW 8th Avenue



226 NW 8th Avenue



Enlarged Monument Signs

(Actual sign not shown. Sign renderings to show scale.)

Dania Beach Pier and Marina – 96”



Fire Station 1 – 72”



PJ Meli Park – 72”



Tigertail Dog Park – 72”



C.W. Thomas Park (SE) – 72”



Frost Park (North) – 72”



Frost Park (SE) – 72”



MINUTES OF VIRTUAL MEETING
DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY
TUESDAY, JUNE 9, 2020 – 5:30 P.M.

1. Call to Order/Roll Call

Chair Lewellen called the meeting to order at 5:32 p.m.

Present:

Chair:	Lori Lewellen
Vice-Chair:	Lauren Odman
Board Members:	Chickie Brandimarte
	Bill Harris
	Tamara James
Executive Director:	Rickelle Williams
City Attorney:	Thomas Ansbro
CRA Secretary:	Thomas Schneider

2. Citizen Comments

There were no comments at this meeting.

3. Administrative Reports

3.1 Administrative Report

Director Williams reviewed the information included in the agenda packet regarding budget impacts and loss of revenue due to COVID-19. She noted staff continues with their business outreach, and spoke of the business survey, along with the Chamber's survey. She said based on information from the SBA, 1,300-1,400 businesses have received PPP loans, but these numbers have likely increased since the reporting. She spoke about food distribution efforts for seniors; they will be visiting the Saratoga senior building on Thursday to provide food assistance. She noted they plan to open the PATCH market on Saturday, and the Trion project is currently in permitting. There is a pending loan-to-grant conversion; they are waiting on the property values from the Property Appraiser. She provided an update on the First Time Homebuyer Program and the right-of-way signs.

Chair Lewellen requested the CRA coordinate their business efforts with the iLoveLocal program to prevent overlapping of coverage.

Director Williams noted the CRA would be participating in the Dania Pointe special event for graduating seniors.

4. Presentations

There were no presentations on this agenda.

5. Consent Agenda

Items Removed from Consent Agenda: #5.5

- 5.1 Minutes:
Approve Minutes of May 12, 2020 CRA Board Meeting
- 5.2 Travel Requests: None
- 5.3 RESOLUTION NO. 2020-CRA-006

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY ("CRA") OF THE CITY OF DANIA BEACH, FLORIDA, CREATING A DECORUM POLICY; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE. *(Vice-Chair Odman)*

5.4 RESOLUTION NO. 2020-CRA-007

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY ("CRA"), OF THE CITY OF DANIA BEACH FLORIDA, AMENDING THE FISCAL YEAR 2019-2020 CRA BUDGET BY RECLASSIFYING A FULLTIME POSITION WITHIN THE TABLE OF ORGANIZATION; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

Vice-Chair Odman motioned to approve the Consent Agenda, with the exception of Item #5.5; seconded by Board Member Harris. The motion carried unanimously.

5.5 RESOLUTION NO. 2020-CRA-008

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY ("CRA") OF THE CITY OF DANIA BEACH, FLORIDA, CONDEMNING ALL ACTS OF POLICE BRUTALITY, RACIAL PROFILING, AND UNWARRANTED AND EXCESSIVE FORCE; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE. *(Board Member James)*

City Attorney Ansbro read the title of Resolution #2020-CRA-008.

Chair Lewellen noted she pulled this item because she questions why it is on the CRA agenda and not on the City Commission agenda.

Commissioner James responded there are minority residents who are heavily concentrated in the CRA area and this could be duplicated for the Commission.

Chair Lewellen said there is a paragraph in the resolution that specifically does not go with the rest of the resolution. She felt it should not be just for the CRA; it should be put as the City as a whole.

Board Member James disagreed; the CRA has the most concentrated population of black people. If the resolution is wanted on the Commission agenda, it should be placed there.

Board Member Brandimarte does not see why it should not be on both CRA and Commission agendas.

Chair Lewellen said her concern is that we are condemning this in one part of the City and not citywide, and that the resolution is not on the City Commission agenda, only the CRA.

Board Member James noted it is not saying that this only happens in the CRA area; if the Chair wants to mirror it for the Commission agenda, she should. The item says the CRA Board condemns all the things in the resolution.

Vice-Chair Odman said we could also put this resolution on the City Commission agenda.

Board Member Brandimarte commented we should put it on both.

Board Member Harris said it should be bigger and broader and placed on the City Commission agenda; make it more encompassing of all minorities and that we support it as a whole City.

Board Member Harris motioned to make the resolution bigger, broader and citywide for the City Commission agenda. The motion died for lack of a second.

Board Member James voiced concerns about the lighting of City Hall in honor of George Floyd without notification of the Commission and the City not putting out a statement on police brutality or racial profiling. She said we do a horrible job at policy, and noted this is her item and should be voted up or down.

Chair Lewellen responded no one is saying they are in favor of police brutality, or they agree with anything that has recently happened. She felt we do a good job with policy. Her concern is that this limits this to one neighborhood and is divisive. She simply wants it on a broader scale so it encompasses all of the people it potentially affects, not just for the CRA area.

Board Member Brandimarte said she felt compassion and pain for Commissioner James; this is important to her and that should be enough.

Board Member James motioned to adopt Resolution #2020-CRA-008; seconded by Vice-Chair Odman. The motion carried on a 5-0 voice vote.

6. Proposals and Bids

There were no proposals on this agenda.

7. Discussion and Possible Action

There were no discussion items on this agenda.

8. Board Member Comments

Board Member Brandimarte requested that we put ribbon cuttings on hold for a while. She is seeing places where COVID-19 guidelines not being properly handled, in particular at the recent ribbon cutting for Rodizio Grill in Dania Pointe.

Director Williams agreed ribbon cuttings should be delayed, particularly if the establishment wants City personnel to be involved. This was a learning experience that we were trying to accommodate and was the first grand opening since Covid-19. We will move forward with Commissioner Brandimarte's concerns in mind.

Board Member Harris spoke of meeting today at Chaplin Gourmet Market where the owner addressed concerns of loss of business and lack of visibility. He mentioned the CRA doing an Ambassador event and assisting with visibility by adding signage; they have been in Dania Beach for nearly one year.

Director Williams noted whatever we do going forward, we should make it available to as many businesses as possible. She felt we could put something attractive together for Chaplin Gourmet Market as well as other businesses that may be in need.

Board Member James said she is not on board with having an Ambassador Program during COVID. There were large numbers of people who were not family members sitting and eating together at Rodizio Grill. We cannot demand people not go out in public and without a mask, yet we can go to Rodizio Grill and not follow safety precautions. She does not expect anyone to understand where she is coming from; she will continue to fight and bring down walls of discrimination. She has faith this is not a race war trying to be started, but one that is trying to be ended. It starts right here at the CRA Board and at the City Commission; we are all at fault.

Vice-Chair Odman commented she liked what Board Member James said about unity; there are opportunities for us to be supportive of each other. When we disagree, there are ways to do it without it feeling like we are breaking down anyone else.

Board Member Harris noted that it was just a suggestion at the meeting this morning and asked if Director Williams agreed.

Director Williams said during the discussion this morning, the CRA Ambassador Program came up. We could look at a couple of different ways to restart this program. Going forward, everything is going to change with the way we operate. Maybe there is a virtual component to it,

maybe we have residents going to these places talking about their experiences or even specific groups that gather and support the business. We have to look at things with a new approach and mindset and do things a little differently going forward.

Chair Lewellen noted that is why she suggested the videos to avoid having large groups of people gathering. She has seen things going on in the City that are not following the law.

Board Member Harris felt part of the exuberance at Rodizio Grill was because people had not been out in a while. He thanked Commissioner James for her comments; there are things we can do better in the future.

9. Information Items

There were no items on this agenda.

10. Adjournment

Chair Lewellen adjourned the meeting at 6:25 p.m.

ATTEST:

COMMUNITY REDEVELOPMENT
AGENCY

THOMAS SCHNEIDER, CMC
CRA SECRETARY

LORI LEWELLEN
CHAIR – CRA

CITY OF DANIA BEACH

Agenda Request Item

Type of Request: Consent Agenda

Continued from:

Requested Action (Identify appropriate Action or Motion)

ADOPT RESOLUTION AUTHORIZING THE PROPER CRA OFFICIALS TO ENCUMBER AN ADDITIONAL AMOUNT NOT TO EXCEED TWELVE THOUSAND TWO HUNDRED NINETY-EIGHT DOLLARS AND FORTY-FIVE CENTS (\$12,298.45) WITH WEISS, SEROTA, HELFMAN, COLE & BIERMAN, P.L., TO CONTINUE TO PROVIDE LEGAL SERVICES AS SPECIAL COUNSEL TO THE CRA

Purchasing Requests ONLY

Dept:

Acct #:

Amt:

Fund:

Fiscal Impact/Cost Summary

Exhibits Attached

CRA Legal Services Memo, R-2020-CRA- Weiss Serota Increase Encumbrance to Continue to Provide Legal Services, Exhibit A - R-2019-CRA-022 Weiss Serota Special Counsel to CRA Engagement Letter

To: Chair, Vice Chair and Board of Directors

From: Rickelle Williams, Executive Director

Date: July 28, 2020

Re: **Request to add \$12,298.45 to the encumbrance for Weiss, Serota, Helfman, Cole & Bierman, P.L., to continue to provide legal services**

CRA Plan

Administration and Professional Consulting Services – page 86

- Consultant Services - From time to time, the CRA will have a need for expert services and for temporary services. The CRA will be empowered to pay for expert services and for temporary services, including but not limited to, urban planning, financial advisors, redevelopment consultants, auditors, civil engineers and attorneys.

Background

Weiss, Serota, Helfman, Cole & Bierman, P.L. (the “Firm”) provides specialized professional legal services as Special Counsel to government agencies. On October 7, 2019, the CRA Board adopted Resolution No. 2019-CRA-022 and deemed it in the best interest of the CRA to continue to retain the Firm as Special Counsel to the CRA. The Firm has provided services related to the CRA’s Commercial Property Improvement Grant and other matters. The CRA Board authorized the CRA to encumber up to Ten Thousand Dollars (\$10,000.00) to pay for these services, as needed, in Fiscal Year 2019-2020.

On October 7, 2019, the CRA Board also adopted Resolution No. 2019-CRA-023 and deemed it in the best interest of the CRA to continue to retain Saul Ewing Arnstein & Lehr LLP as Special Counsel to the CRA. Saul Ewing Arnstein & Lehr LLP provided services related to property disposition and the CRA’s First-time Homebuyer, Down-Payment Assistance, and Affordable Housing Development programs. The CRA Board authorized the CRA to encumber up to Twenty-Five Thousand Dollars (\$25,000.00) to pay for these services, as needed, in Fiscal Year 2019-2020.

Current Situation

Mr. James Brady, Esq., recently retired from Saul Ewing Arnstein & Lehr LLP, and due to this staffing change, the CRA is no longer engaged with Saul Ewing Arnstein & Lehr LLP. The balance of the encumbrance with Saul Ewing Arnstein & Lehr LLP is Twelve Thousand Two Hundred Ninety-Eight Dollars and Forty-Five Cents (\$12,298.45). The CRA deems it in its best interest to work with the Firm on all matters previously handled by Saul Ewing Arnstein & Lehr LLP and to add to the existing encumbrance with the Firm in the amount of Twelve Thousand Two Hundred Ninety-Eight Dollars and Forty-Five Cents (\$12,298.45) under the current engagement.

Fiscal Impact

There is no fiscal impact since the funds were already budgeted for legal services during Fiscal Year 2020.

Recommendation

It is recommended that the CRA Board authorize an increase to the encumbrance for Weiss, Serota, Helfman, Cole & Bierman, P.L. in an amount not to exceed Twelve Thousand Two Hundred Ninety-Eight Dollars And Forty-Five Cents (\$12,298.45).

RESOLUTION NO. 2020-CRA-009

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY ("CRA") OF THE CITY OF DANIA BEACH, FLORIDA, AUTHORIZING THE PROPER CRA OFFICIALS TO ENCUMBER AN ADDITIONAL AMOUNT NOT TO EXCEED TWELVE THOUSAND TWO HUNDRED NINETY-EIGHT DOLLARS AND FORTY-FIVE CENTS (\$12,298.45) WITH WEISS, SEROTA, HELFMAN, COLE & BIERMAN, P.L., TO CONTINUE TO PROVIDE LEGAL SERVICES AS SPECIAL COUNSEL TO THE CRA; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Weiss, Serota, Helfman, Cole & Bierman, P.L. (the "Firm") provides specialized professional legal services as Special Counsel to government agencies; and

WHEREAS, on October 7, 2019, the CRA Board adopted Resolution No. 2019-CRA-022 and deemed it in the best interest of the CRA to continue to retain the Firm as Special Counsel to the CRA; and

WHEREAS, the Firm has provided services related to the CRA's Commercial Property Improvement Grant and other matters at the rates set forth in the attached engagement letter, a copy of which Agreement is attached as Exhibit "A", and made a part of and incorporated into this Resolution by this reference for such services; and

WHEREAS, the CRA Board authorized the CRA to encumber up to Ten Thousand Dollars (\$10,000.00) to pay for these services, as needed, in Fiscal Year 2019-2020; and

WHEREAS, on October 7, 2019, the CRA Board also adopted Resolution No. 2019-CRA-023 and deemed it in the best interest of the CRA to continue to retain Saul Ewing Arnstein & Lehr LLP as Special Counsel to the CRA; and

WHEREAS, Saul Ewing Arnstein & Lehr LLP provided services related to property disposition and the CRA's First-time Homebuyer, Down-Payment Assistance, Affordable Housing Development programs; and

WHEREAS, the CRA Board authorized the CRA to encumber up to Twenty-Five Thousand Dollars (\$25,000.00) to pay for these services, as needed, in Fiscal Year 2019-2020; and

WHEREAS, due to staffing changes at Saul Ewing Arnstein & Lehr LLP, the CRA is no longer engaged with Saul Ewing Arnstein & Lehr LLP; and

WHEREAS, the balance of the encumbrance with Saul Ewing Arnstein & Lehr LLP is Twelve Thousand Two Hundred Ninety-Eight Dollars and Forty-Five Cents (\$12,298.45); and

WHEREAS, the CRA deems it in its best interest to work with the Firm on all matters previously handled by Saul Ewing Arnstein & Lehr LLP and add to the existing encumbrance with the Firm in an amount not to exceed Twelve Thousand Two Hundred Ninety-Eight Dollars and Forty-Five Cents (\$12,298.45) under the current engagement;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF DANIA BEACH, FLORIDA:

Section 1. That the foregoing “Whereas” clauses are ratified and confirmed to be true and correct and they are made a part of and are incorporated into this Resolution by this reference.

Section 2. That the CRA is authorized to encumber an additional Twelve Thousand Two Hundred Ninety-Eight Dollars and Forty-Five Cents (\$12,298.45) with the Firm to pay for legal services, as needed, in Fiscal Year 2019-2020.

Section 3. That the maximum expenditure for services with the Firm will be Twenty Two Thousand Two Hundred Ninety-Eight Dollars and Forty-Five Cents (\$22,298.45) which is below the Twenty-Five Thousand Dollar (\$25,000.00) vendor threshold; and

Section 4. That the CRA Executive Director and CRA Attorney are authorized to make minor revisions to the engagement letter as are deemed necessary and proper for the best interests of the CRA.

Section 5. That funding for legal services is planned and is in the Community Redevelopment Agency budget for Fiscal Year 2019-2020 in the Professional Services Legal Account 106-52-01-552-31-20.

Section 6. That all resolutions or parts of resolutions in conflict with this Resolution are repealed to the extent of such conflict.

Section 7. That this Resolution shall be in force and take effect immediately upon its passage and adoption.

PASSED AND ADOPTED on July 28, 2020.

ATTEST:

THOMAS SCHNEIDER, CMC
CRA CLERK

LORI LEWELLEN
CHAIR

APPROVED AS TO FORM AND CORRECTNESS:

THOMAS J. ANSBRO
CRA ATTORNEY



WEISS SEROTA HELFMAN COLE & BIERMAN

AT THE CROSSROADS OF BUSINESS, GOVERNMENT & THE LAW

JAMIE A. COLE
MEMBER
BROWARD MANAGING DIRECTOR
jcole@wsh-law.com

September 25, 2019

VIA E-Mail (kweekes@daniabeachfl.gov)

Rickelle Williams
CRA Executive Director
Dania Beach Community Redevelopment Agency
100 W. Dania Beach Blvd.
Dania Beach, FL 33004

Re: Legal Services

Dear Ms. Williams:

We are pleased that you wish to engage our Firm to perform legal services for the Dania Beach Community Redevelopment Agency ("Agency") for fiscal year October 1, 2019 through September 30, 2020. From our experience, we have found that clients appreciate a frank and open discussion and understanding of the services that we will perform and the basis upon which they will be expected to pay for those services.

This letter is intended to set forth our understanding as to the nature and scope of the legal services we have agreed to render for you, the amount of our fees for those services, the manner in which our fees for those services shall be determined and the terms upon which you will make payment.

1. Nature of Legal Services. You have engaged us to serve as Special Counsel to the Agency.
2. Fees for Services You will be charged and agree to pay for our services at the discounted blended rate of \$200.00 per hour of attorney time; provided, however, that if the CRA will be reimbursed for any of our work by applicants, developer or other third parties, the rate will be \$350.00 per hour of attorney time. Paralegal time will be billed at the rate of \$100.00 per hour. It is our practice to charge for actual time expended on your behalf, but not less than 2/10ths of an hour for each activity.

3. Costs. In addition to the fees discussed in paragraph 2, we anticipate that certain expenses may be incurred and advanced on your behalf. These expenses may include filing fees, recording costs, out-of-town travel expenses, delivery charges, long distance telephone charges, photocopies (xerox), special postage (express mail, certified mail and the like), computer research charges, court reporter expenses (including cost of transcript and court reporter's fee for attendance), court costs (such as filing fees, service of process, newspaper publication costs, subpoena costs, witness fees, recording fees, etc.), accounting and appraisal fees, fees and expenses of experts necessary to assist in the preparation and hearing of your case, investigation costs, word processing fees, computer charges and applicable lobbyist registration fees. In addition to our fees for legal services, you agree to pay us for such out-of-pocket expenditures. In the event unusually large costs or advances are anticipated, we reserve the right to require an additional cost deposit from you prior to undertaking the expenditures of funds on your behalf.

4. Payment of Fees and Costs. Our invoices will be submitted to you on a monthly basis and each invoice will be due and payable when rendered. You must understand that if any invoice remains unpaid for more than 30 days after it is rendered, we reserve the right, in our discretion (subject to court approval, if necessary), to cease to provide further legal services to you. You will, however, be liable to us for the payment of any fees earned and any costs incurred by us to that time, together with any applicable taxes. In the event we are ultimately required to bring suit to collect any unpaid fees and costs, you understand that you will be required to pay reasonable attorneys' fees as well as legal interest on the amount of any fees and costs due us. You further understand that we have the right to retain any and all files, papers and other property coming into our possession in connection with our engagement without any liability to you until we have been paid all costs, fees and interest due us under this agreement. You also agree to the imposition of a charging lien for any monies due us on all real and personal property that is preserved, protected or obtained as a result of the representation undertaken herein. Interest at the rate of 12% per annum will be added to any invoice, which remains unpaid for more than 30 days after it is rendered.

5. Withdrawal from Representation. We reserve the right to withdraw from representing you if you have misrepresented or failed to disclose material facts to us, or if we disagree about the course of action which should be pursued.

6. Representation of Other Clients. We are bound by rules of legal ethics not to represent any client if the representation of that client will be directly adverse to the interests of another client unless each such client consents to such representation after consultation. If this letter is addressed to more than one person, your signature of this

Rickelle Williams, Dania Beach CRA Executive Director
September 24, 2019
Page 3 of 3

letter will constitute such consent from each of you with respect to the matter or matters specifically described in the paragraph of this letter entitled "Nature of Legal Services."

As you know, the Firm represents the City of Dania Beach on various matters. You recognize and acknowledge that by signing this letter, you will be deemed to have waived any potential conflict of interest in our representation of the City of Dania Beach.

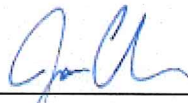
7. Fees for Other Services. In the event you ask us to render legal services with respect to other matters, in the absence of a written agreement specifically addressing that representation, the other matters will be handled on an hourly basis, and fees and costs will be payable under the same terms and conditions as provided for in paragraph 2 of this letter.

8. Commencement of Representation. If the foregoing is agreeable to you, please acknowledge your understanding and agreement by signing this letter and delivering it to us, together with payment of the retainer and/or cost deposit set forth above, if any.

We appreciate your confidence in our Firm and we assure you that we will make every effort to perform our services in a prompt and efficient manner.

Very truly yours,

WEISS SEROTA HELFMAN
COLE & BIERMAN, P.L.

By: 
Jamie A. Cole

AGREED AND ACCEPTED on September 27, 2019.

DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY

By: 
Rickelle Williams
CRA Executive Director

CITY OF DANIA BEACH

Agenda Request Item

Type of Request: Consent Agenda

Continued from:

Requested Action (Identify appropriate Action or Motion)

ADOPT RESOLUTION ESTABLISHING A LOTTERY SYSTEM AND AWARDING TWO (2) PARTICIPANT-COMMITMENTS FOR BENEFITS OF TWENTY THOUSAND DOLLARS (\$20,000.00) PER HOUSEHOLD UNDER THE FIRST-TIME HOMEBUYERS PROGRAM OF THE AT HOME DANIA BEACH PROGRAM

Purchasing Requests ONLY

Dept:

Acct #:

Amt:

Fund:

Fiscal Impact/Cost Summary

Exhibits Attached

Memo - Participant-Commitment for Benefits, R-2020-CRA- Establishing Lottery System and Awarding 2 Participant-Commitments for Benefits Under First-Time Homebuyers Program, Dania Beach CRA Second Mortgage Loan Agreement, Dania Beach CRA Promissory Note

To: Chair, Vice Chair and Board of Directors

From: Rickelle Williams, Executive Director

Date: July 28, 2020

Re: **Establishment of Lottery System and Awarding two (2) Participant-commitments for Benefits (Down Payment/Closing Cost Assistance) for Affordable Housing Program**

CRA Plan

Redevelopment Goals (p. 3)

- Goal 1: To Enhance and Reinforce the CRA Sub Areas
- Goal 2: Eliminate Substandard Housing and Provide Affordable Housing Alternatives
- Goal 3: To Redevelop the CRA in a manner that is Energy Efficient and Sustainable

*See additional CRA Plan information below.

Background

At the February 12, 2019 CRA Board meeting, the CRA Board adopted Resolution No. 2019-CRA-003, authorizing a development agreement, special warranty deed and restrictive covenant related to the At Home Dania Beach Affordable Housing and First-time Homebuyer programs. This authorized the conveyance and development of six (6) single-family homes to be purchased by eligible first-time homebuyers. During the same meeting, the CRA Board adopted Resolution No. 2019-CRA-002 authorizing a forgivable second mortgage loan agreement and promissory note in connection with the first-time homebuyer program. This authorized the provision of down-payment/closing cost assistance to eligible homebuyers in an amount not to exceed Twenty Thousand Dollars (\$20,000.00) per household.

The CRA partnered with Housing Foundation of America, Inc., a non-profit HUD-approved Housing Counseling Agency, to provide first-time homebuyer courses, housing counseling and income certification to evaluate potential homebuyers and determine eligibility based on income and residency requirements. At a special meeting of the CRA Board on September 12, 2019, the CRA Board adopted Resolution No. 2019-CRA-019, approving the FY 2019-2020 Budget with funding to support the Program through an allocation for down-payment/closing cost assistance for eligible homebuyers for the purchase of homes being developed through the program.

On March 10, 2020, the CRA Board adopted Resolution No. 2020-CRA-001, establishing a lottery system and awarding four (4) participant-commitments for benefits of Twenty Thousand Dollars (\$20,000.00) per household under the First-Time Homebuyers Program of the At Home Dania Beach Program.

Current Situation

Subsequent to the initial lottery, the CRA continued to evaluate the eligibility of additional applicants with the goal of administering a second lottery for the remaining two (2) homes. The CRA, through Housing Foundation of America, Inc., continued to offer homebuyer education, housing counseling and income certification to evaluate and determine homebuyer eligibility.

Dania Beach residents meeting all program requirements were eligible to enter a lottery to receive a forgivable loan of up to Twenty Thousand Dollars (\$20,000.00) toward down-payment/closing costs for the purchase of one of the two (2) remaining homes being developed. The forgivable loan will be evidenced by the Promissory Note, and secured by a Second Mortgage.

The homebuyer shall either repay the loaned funds in full pursuant to this Note and Mortgage, or if the homebuyer does not sell, convey, lease or otherwise dispose of the Property within ten (10) years of the date of execution of the Mortgage, the Mortgage shall be discharged on the day following the end of the tenth (10th) anniversary of execution of this Mortgage, and the Note cancelled, and the same shall thereafter be null and void.

If the homebuyer sells, conveys, leases or otherwise disposes of the Property prior to the discharge date, including a transfer by probate, judicial sale or any voluntary or involuntary transfer, without the CRA's prior written consent, which consent may be unreasonably withheld, or fails to abide by all stipulations, agreements, conditions, and covenants of the Note and Mortgage, or otherwise breaches the Note and Mortgage, the homebuyer agrees to pay the CRA as described in the Recapture Provision in the Note and Mortgage.

In the event the funds due are not paid, or should the homebuyer otherwise fail to abide by the stipulations, agreements, conditions and covenants of the Note and Mortgage, the funds due in an amount set forth in the Recapture Provision in the Note and Mortgage, shall thereafter, at the option of the CRA, become due and payable, and the related lien may be enforced in the same manner as provide by law for foreclosure of a mortgage, and in addition the related agreements, conditions, and obligations may be enforced by any other action, in law or equity, at the option of the CRA.

Lottery System

The CRA, in partnership with Housing Foundation of America, Inc., has identified two (2) eligible homebuyers that are qualified to enter a lottery to receive the down-payment/closing cost assistance through a forgivable second mortgage loan and promissory note to purchase one of the two (2) remaining homes.

The two (2) approved potential homebuyers eligible for the lottery are:

1. Daudi Jean-Louis
2. Corinthian Jones

The lottery system would allow approved potential homebuyers to select the specific home they wish to purchase from the two (2) remaining available homes developed through the program. The two (2) potential homebuyers would be randomly selected by the CRA Board. The potential homebuyer that is randomly selected first, can select which home they would like to purchase based on the sales price and pre-approval amount determined through the first mortgage with a financial institution. Explicitly, the first randomly selected applicant will be able to select the specific home the applicant desires to purchase from among the two (2) homes. The second applicant will be able to choose the remaining home. Each of the two (2) eligible applicants will be awarded a participant commitment for benefits in the amount of Twenty Thousand Dollars (\$20,000.00) from the CRA as a forgivable loan for down-payment/closing cost assistance toward the purchase of a home.

In addition to CRA funds, eligible homebuyers may also qualify for Broward County Housing Assistance Program funding on a first-come, first-qualified, first-served basis. If able to secure additional funding, the homeowner's ability to afford the home

increases and their financial stability is enhanced. Additional funding serves to strengthen the program and encourage future success.

The down-payment/closing cost assistance will be issued directly to the title company at closing. If, for whatever reason, one of the lottery winners fails to complete the home purchase, the funding will remain with the CRA to be used for another approved potential homebuyer once identified.

Fiscal Impact

Each of the two (2) approved potential homebuyers will require Twenty Thousand Dollars (\$20,000.00) in funding toward the purchase of the home. Therefore, the current request will have a fiscal impact of Forty Thousand Dollars (\$40,000.00). Funding is available and appropriated in the FY 2019-2020 Budget Account No. 106-52-08-552-31-42.

Recommendation

Approve lottery system and authorize award of two (2) participant-commitments for benefits for down-payment/closing costs assistance for the affordable housing First-time Homebuyer Program.

Attached

Second Mortgage
Promissory Note

CRA Plan Information continued from above:

- Community Redevelopment Programs (p. 81-84)
 - Infill and New Housing: The CRA shall identify vacant lots within the redevelopment area for the development of new housing. The Agency shall recruit developers and builders to fulfill this goal. The CRA will be empowered to give grants to such developers and builders to reduce the costs of developing the new housing structures.
 - Mortgage Subsidies and Second Mortgage Assistance: In order to encourage homeownership, the CRA may provide subsidies to reduce the costs of purchasing a house or condominium unit. The Agency shall have the authority to structure such subsidies in a variety of ways, including but not limited to, grants to be applied toward the purchase price and second mortgages wherein no repayment is required during the homeowner's period of ownership. The CRA must be repaid the grant or second mortgage principal upon the sale of the residential property.
 - Direct Financial Incentives to Generate New Private Development: There is often an economic "gap" between the total cost of development of a project and the market value of the completed project, due largely to the high cost of site acquisition. There is a need for a reduction in cost to make projects financially viable for private developers. With regard to residential uses, there is a need to stimulate homeownership and offer new housing options in a range of prices in accordance with sound inclusionary housing strategies. The CRA shall be empowered to financially subsidize commercial, residential, and mixed-use private development projects, including but not limited to, direct grants, and the sale of real estate owned by the CRA at a discounted price.
- Policy Guidelines (p. 23-24)

- Guideline 7: The CRA shall actively pursue the purchase and/or redevelopment of vacant or abandoned properties in the redevelopment area as a priority.
- Guideline 15: The CRA shall provide for priority to be given to residents of the redevelopment area, and secondly to those of the City of Dania Beach, to purchase homes developed under the Plan to the extent the law allows.
- Guideline 18: The CRA, with the assistance of neighborhood-based organizations, housing finance agencies, financial institutions, government, development interests, and real estate representatives, shall preserve and enhance existing residential areas to provide a variety of housing opportunities for all income levels.
- Housing Implementation Strategies (p. 77)
 - Strategy 1: Identify funding and implement a neighborhood vacant lot acquisition program for replacement and infill housing.
 - Strategy 6: Partner with outside housing finance agencies to provide local home buyer readiness classes, individual development accounts and/or down payment assistance programs.

RESOLUTION NO. 2020-CRA-010

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY ("CRA") OF THE CITY OF DANIA BEACH, FLORIDA, ESTABLISHING A LOTTERY SYSTEM AND AWARDING TWO (2) PARTICIPANT-COMMITMENTS FOR BENEFITS OF TWENTY THOUSAND DOLLARS (\$20,000.00) PER HOUSEHOLD UNDER THE FIRST-TIME HOMEBUYERS PROGRAM OF THE AT HOME DANIA BEACH PROGRAM; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Florida Legislature enacted the Community Redevelopment Act of 1969, which is presently codified as Part III of Chapter 163, Florida Statutes, as amended from time to time (the "Act"); and

WHEREAS, on March 19, 2002, the Board of County Commissioners of Broward County, Florida, (the "Board") adopted Resolution No. 2002-275, which declared that a slum or blighted area exists in a geographic area (the "Redevelopment Area"), as described by the City of Dania Beach in its Finding of Necessity for Redevelopment, which demonstrated that it is necessary and appropriate to redevelop such Redevelopment Area in accordance with the provisions of the Act, as amended; and

WHEREAS, pursuant to the Resolution of Broward County, Florida, the Board delegated to the City Commission of the City of Dania Beach, Florida, (the "Commission") the authority to exercise the redevelopment powers conferred upon the Board within the Redevelopment Area ("Area") in accordance with the Act, to enable the City Commission to declare the need for, create and delegate power to a community redevelopment agency ("CRA") and to prepare and adopt a plan of redevelopment for final approval by the Board; and

WHEREAS, the City Commission accepted the delegation of powers from the Board, found a need for and created the CRA, granted the CRA the power to exercise those powers permitted by the Act and directed the preparation and adoption of a community redevelopment plan (the "Plan"), updates to which have been approved and adopted by the CRA Board on March 11, 2009, and June 3, 2015, respectively; and

WHEREAS, the redevelopment goals outlined in the updated Plan include (1) enhance and reinforce the Area; (2) eliminate substandard housing and provide affordable housing alternatives; (3) redevelop the Area in a manner that is energy efficient and sustainable; (4) attract targeted new industries and retain and expand core industries; and (5) enhance

redevelopment activities through an active marketing strategy that supports redevelopment initiatives; and

WHEREAS, at the January 23, 2018, Dania Beach City Commission meeting, the City Commission adopted Resolution No. 2018-011 authorizing the conveyance of six (6) vacant and underutilized parcels (the “Property”) in the Area to the CRA for the purpose of using the property to facilitate single-family affordable housing development in the Area as outlined in the Plan; and

WHEREAS, at the June 12, 2018, CRA Board Meeting, the CRA Board authorized the At Home Dania Beach Residential Revitalization Program, including affordable housing development, a first-time homebuyer program, and residential beautification, in order to address slum and blight in the residential areas of the Community Redevelopment district and to promote a viable and sustainable residential community; and

WHEREAS, at the February 12, 2019 CRA Board meeting, the CRA Board adopted Resolution No. 2019-CRA-003, authorizing a development agreement, special warranty deed and restrictive covenant related to the At Home Dania Beach affordable housing and first-time homebuyer programs, and approving the conveyance and development of six (6) single-family homes to be purchased by eligible first-time homebuyers; and

WHEREAS, pursuant to Resolution No. 2019-CRA-003, the CRA entered into a Development Agreement with Miami-Dade Affordable Housing Foundation, Inc. D/B/A Affordable Housing Development Solutions for the described development and subsequently amended the Development Agreement in July 2019; and

WHEREAS, at the February 12, 2019, CRA Board meeting, the CRA Board adopted Resolution No. 2019-CRA-002 authorizing a forgivable second mortgage loan agreement and promissory note in connection with the first-time homebuyer program, thus authorizing the provision of down-payment/closing cost assistance to eligible homebuyers in an amount not to exceed Twenty Thousand Dollars (\$20,000.00) per household; and

WHEREAS, toward that end, the CRA organized a first-time home buyers program in connection with which qualified individuals from the redevelopment area may be given the opportunity of “ownership” toward becoming real stakeholders in the effort, and

WHEREAS, the CRA partnered with Housing Foundation of America, Inc., a non-profit HUD-approved Housing Counseling Agency, to provide first-time homebuyer courses, housing

counseling and income certification to evaluate potential homebuyers and determine eligibility based on income and residency requirements; and

WHEREAS, the CRA has invited qualified City of Dania Beach residents to make applications for the available properties, and as the proposed development is nearing completion, it is appropriate to select qualified program-participants; and

WHEREAS, the CRA previously identified four (4) eligible applicants and on March 10, 2020, adopted Resolution No. 2020-CRA-001 establishing a lottery system and awarding four (4) participant-commitments for benefits; and

WHEREAS, the CRA has additionally received two (2) eligible applications from Daudi Jean-Louis and Corinthian Jones, and after proper vetting, has determined that each of the applicants has qualified to participate in the program, including the receipt of a mortgage financing commitment from an approved financial institution; and

WHEREAS, the CRA Board authorizes the Executive Director to take such steps as may be necessary and proper to fulfill the intent of this Resolution, including the design and administration of a lottery system by which each of such applicants will be able to select a specific home; and

WHEREAS, the Executive Director recommends that the lottery be publicly administered by the CRA Board to include random selection of the two (2) eligible applicants; and

WHEREAS, the first randomly selected applicant will be able to select the specific home that applicant desires to purchase from among the two (2) homes; the second selected applicant will be able to choose the remaining home; and

WHEREAS, each of the two (2) eligible applicants will be awarded a participant commitment for benefits in the amount of Twenty Thousand Dollars (\$20,000.00) from the CRA as a forgivable loan for down-payment/closing cost assistance toward the purchase of a home; and

WHEREAS, the forgivable loan will be evidenced by the Promissory Note, and secured by a Second Mortgage as authorized by Resolution No. 2019-CRA-002;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF DANIA BEACH, FLORIDA:

Section 1. That the foregoing “Whereas” clauses are ratified and confirmed to be true and correct and they are made a part of and are incorporated into this Resolution by reference.

Section 2. That the Executive Director is authorized to publicly administer the recommended lottery system with the participation of the CRA Board to select the two (2) eligible applicants to select a home each desires to purchase from among the two (2) remaining homes developed in the program.

Section 3. That the Executive Director is directed to coordinate with Affordable Housing Development Solutions for the transfer of selected properties to the qualified applicants named in this Resolution, including the implementation of the terms of the Restrictive Covenant previously approved pursuant to Resolution No. 2019-CRA-003.

Section 4. That each of the two (2) eligible applicants may be awarded a participant commitment for benefits in the amount of Twenty Thousand Dollars (\$20,000.00) as a forgivable loan for down-payment/closing cost assistance toward the purchase of a property as evidenced by a Promissory Note and secured by a Second Mortgage pursuant to Resolution 2019-CRA-002.

Section 5. That funding is available and appropriated in the FY 2019-2020 Budget Account No. 106-52-08-552-31-42.

Section 6. That all resolutions or parts of resolutions in conflict with this Resolution are repealed to the extent of such conflict.

Section 7. That this Resolution shall be in force and take effect immediately upon its passage and adoption.

PASSED and ADOPTED on July 28, 2020.

ATTEST:

THOMAS SCHNEIDER, CMC
BOARD SECRETARY

LORI LEWELLEN
BOARD CHAIRPERSON

APPROVED AS TO FORM AND CORRECTNESS:

THOMAS J. ANSBRO
CRA ATTORNEY

Prepared by, record and return to:

**FIRST TIME HOME BUYER PROGRAM LOAN AGREEMENT
(SECOND MORTGAGE)**

This First Time Home Buyer Loan Agreement ("Mortgage") is made by (_____) and (_____) of (_____), ("MORTGAGOR"), with the Dania Beach Community Redevelopment Agency, a statutory agency organized under the laws of the State of Florida, having its principal offices at 100 W. Dania Beach Blvd., Dania Beach, Florida, ("MORTGAGEE").

WITNESSETH that for good and valuable consideration, and also in consideration of the aggregate sum named in the Promissory Note of even date, attached hereto and incorporated herein by reference as Exhibit A, ("Funds Due"), MORTGAGOR does grant, bargain sell, and convey to MORTGAGEE, in fee simple, all of the certain tract of land of which MORTGAGOR is now the legal owner, described as follows:

Lot __ Block __ of _____ according to the Plat thereof, as recorded in Plat Book __ Page __ of the Public Records of Broward County, Florida, ("Property").

TO HAVE AND TO HOLD, together with all and singular tenements, hereditaments, easements, and appurtenances thereunto belonging or in anywise appertaining, and the rents, issues, and profits thereof, unto the MORTGAGEE, in fee simple.

PROVIDED ALWAYS, that if MORTGAGOR shall either repay the Loaned Funds in full pursuant to this Mortgage, or MORTGAGOR does not sell, convey, lease or otherwise dispose of the Property within ten (10) years of the date of execution of this Mortgage ("Discharge Date"), this Mortgage shall be discharged on the day following the end of the tenth (10th) anniversary of execution of this Mortgage, and the same shall thereafter be null and void.

AND the MORTGAGOR covenants with MORTGAGEE as follows:

1. That MORTGAGOR is indefeasibly seized of the Property in fee simple, and MORTGAGOR has full power and lawful right to convey the Property in fee simple;
2. That the Property is free from all encumbrances, other than the covenants and restrictions recited in the Special Warranty Deed and a first mortgage on the Property in the current principal amount of \$_____, executed and recorded contemporaneous herewith;
3. That MORTGAGOR will make such further assurances to protect the fee simple title to the Property in MORTGAGEE, its successors, legal representatives, or assigns, as may reasonably be required;
4. That MORTGAGOR does fully warrant the title of the Property and will defend the same against the lawful claims of all persons whomsoever;
5. To pay the taxes, assessments, levies, liabilities, obligations, and encumbrances of every nature on the Property;
6. To pay all costs, charges, and expenses, including attorney's fees and other costs specified in the Promissory Note, reasonably incurred or paid at any time by MORTGAGEE, because of failure by MORTGAGOR to perform, comply with, and abide by each and every stipulation, agreement, condition and covenant of the Promissory Note and this Mortgage;
7. To keep the buildings now or hereafter on the Property insured in a sum equal to the highest insurable value;

8. To permit, commit, or suffer no waste, impairment, or deterioration of the Property or any part, thereof, except reasonable wear and tear;
9. To perform, comply with, and abide by each of the stipulations, agreements, conditions, and covenants in the Promissory Note;
10. That the mailing of a written notice or demand addressed to the owner of record of the Property or to such owner at the last address, actually furnished to MORTGAGEE, or if none, directed to the owner at the Property, and mailed by the United States mail, postage prepaid, shall be sufficient notice and demand in any case arising under this Mortgage and required by the provisions hereof or by law;
11. That the Funds Due shall be used for the sole purpose of assisting with the purchase or providing financial assistance to purchase the Property, and
12. That if MORTGAGOR sells, conveys, leases or otherwise disposes of the Property prior to the Discharge Date, including a transfer by probate, judicial sale or any voluntary or involuntary transfer, without MORTGAGEE'S prior written consent, which consent may be unreasonably withheld, or fails to abide by all stipulations, agreements, conditions, and covenants of this Mortgage, or otherwise breaches this Mortgage, MORTGAGOR agrees to pay the MORTGAGEE the following amounts ("Recapture Provision"):
 - A. During the first year of the TERM, or before (Date), MORTGAGOR shall pay MORTGAGEE total of Funds Due;
 - B. During the second year of the TERM, or before (Date), MORTGAGOR shall pay MORTGAGEE total of Funds Due;
 - C. During the third year of the TERM, or before (Date), MORTGAGOR shall pay MORTGAGEE total of Funds Due;
 - D. During the fourth year of the TERM, or before (Date), MORTGAGOR shall pay MORTGAGEE total of Funds Due;
 - E. During the fifth year of the TERM, or before (Date), MORTGAGOR shall pay MORTGAGEE total of Funds Due;
 - F. During the sixth year of the TERM, or before (Date), MORTGAGOR shall pay MORTGAGEE total of Funds Due;
 - G. During the seventh year of the TERM, or before (Date), MORTGAGOR shall pay MORTGAGEE 80% of Funds Due;
 - H. During the eighth year of the TERM, or before (Date), MORTGAGOR shall pay MORTGAGEE 60% of Funds Due;
 - I. During the ninth year of the TERM, or before (Date), MORTGAGOR shall pay MORTGAGEE 40% of Funds Due, and
 - J. During the tenth year of the TERM, or before (Date), MORTGAGOR shall pay MORTGAGEE 20% of Funds Due.

During the term of this Mortgage, the MORTGAGEE may agree to subordinate this Mortgage, to a first mortgage. However, should the MORTGAGOR refinance, or by some other means cause a first mortgage to be placed on the Property during the term of this Mortgage, the MORTGAGOR shall be prohibited from receiving any funds as a "cash out" from any such refinance or first mortgage and shall be prohibited from obtaining a line of credit using the Property as security therefor. In the event the MORTGAGOR receives funds as a "cash out" from any refinance, from the line of credit using the Property as security therefor, or from any first mortgage being placed on the Property, the amount due pursuant to Recapture Provision herein shall immediately be due to MORTGAGEE.

In the event the Funds Due are not paid, or should MORTGAGOR otherwise fail to abide by the stipulations, agreements, conditions and covenants of the Promissory Note and of this Mortgage, the Funds Due in an amount set forth in the Recapture Provision above, shall forthwith or thereafter, at the option of the MORTGAGEE, become due and payable, and the lien hereof may be enforced in the same manner as provide by law for foreclosure of a mortgage, and in addition the agreements, conditions, and obligations hereof may be enforced by any other action, in law or equity, at the option of the MORTGAGEE.

Executed this ____ day of _____, 2019.

Witness

OWNER

Signature

Signature

Print Name

Address:

Signature

Signature

Print Name

Address:

STATE OF FLORIDA

SS

COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this ____ day of _____, 2019, by
(_____) and (_____) who has produced a _____ as
identification and who did not take an oath.

Signature of Notary or Officer
Notarial Seal (stamped in blank ink)

OR

Printed Name of Notary Public

Prepared by, record and return to:

PROMISSORY NOTE

\$ _____

Date: _____, 2019

FOR VALUE RECEIVED, the undersigned jointly and severally, if there be more than one, _____ ("Obligor") promises to pay the Dania Beach Community Redevelopment Agency, a statutory Florida agency ("Obligee"), the principal sum of _____ (\$ _____) Dollars ("Funds Due").

PROVIDED that in the event Obligor abides by the stipulations, agreements, conditions and covenants hereof, the same shall be deemed fully paid and discharged by the Obligor and shall, thereafter, be null and void, in accordance with the following schedule:

- A. During the first year of the TERM, or before (Date), OBLIGOR shall pay OBLIGEE total of Funds Due;
- B. During the second year of the TERM, or before (Date), OBLIGOR shall pay OBLIGEE total of Funds Due;
- C. During the third year of the TERM, or before (Date), OBLIGOR shall pay OBLIGEE total of Funds Due;
- D. During the fourth year of the TERM, or before (Date), OBLIGOR shall pay OBLIGEE total of Funds Due;
- E. During the fifth year of the TERM, or before (Date), OBLIGOR shall pay OBLIGEE total of Funds Due;
- F. During the sixth year of the TERM, or before (Date), OBLIGOR shall pay OBLIGEE total of Funds Due;
- G. During the seventh year of the TERM, or before (Date), OBLIGOR shall pay OBLIGEE 80% of Funds Due;
- H. During the eighth year of the TERM, or before (Date), OBLIGOR shall pay OBLIGEE 60% of Funds Due;
- I. During the ninth year of the TERM, or before (Date), OBLIGOR shall pay OBLIGEE 40% of Funds Due, and
- J. During the tenth year of the TERM, or before (Date), OBLIGOR shall pay OBLIGEE 20% of Funds Due.

In the event the Funds Due are not paid when due, or should Obligor otherwise fail to abide by the stipulations, agreements, conditions and covenants of this Note, the Loaned Funds shall forthwith or thereafter, at the option of the Obligee, become due and payable, in full. This Promissory Note and agreements, conditions, and obligations hereof may be enforced by any action, in law or equity, at the option of the Obligee.

Funds Due under this Note shall be payable to Obligee at the City of Dania Beach, or such other place as the Note holder may designate.

This Note is secured by a Second Mortgage in the Obligor's interest in:

Obligor and all other persons or entities who are or may become liable on the indebtedness evidenced by this Note agree, jointly and severally, to pay all costs of collection, including reasonable attorney's fees and all costs of any action or proceeding, in case the unpaid principal sum of this Note, or any payment of interest or principal and interest thereon, including without limitation the payment of interest, is not paid when due, or in case it becomes necessary to enforce any other obligation of Obligor hereunder, or in the event Obligee is made a party to any litigation because of the existence of the indebtedness evidenced by this Note, whether suit be brought or not, through courts of original jurisdiction, as well as in courts of appellate jurisdiction, or through a bankruptcy court or other legal proceedings, Obligor and all such other persons agree, jointly and severally to pay all such fees and costs of Obligee associated therewith. As used herein "attorneys' fees" shall be deemed to include fees incurred in appellate, bankruptcy and post-judgment proceedings and shall be deemed to include charges for paralegals, law clerks, and other staff members operating under the supervision of an attorney. Any payment or award of attorneys' fees shall include, as a part thereof, any and all sales and/or use taxes imposed thereon by any appropriate governmental authority. As used herein "costs" shall be deemed to include paralegal fees, court costs, expenses of title and tax searches, electronic research charges, postage and such other similar expenses as shall be suffered by Obligee in pursuit of its rights hereunder.

Obligor and all persons or entities who are or may become liable for all or any part of this indebtedness, jointly and severally, waive diligence, presentment, protest and demand, notice of protest of nonpayment, or dishonor; and they also jointly and severally hereby consent to any and all renewals, extensions or modifications agreed to by Obligee and Obligor of the terms hereof, or any of them, including time for payment, and further agree that any such renewal, extension or modification, or the release or substitution of any person or security for the indebtedness evidenced hereby, shall not affect the liability of any of such parties for the indebtedness evidenced by this Note. Any such renewals, extensions, modifications, releases or substitutions may be made without notice to any of such parties other than Obligor.

Obligee shall have the right, at any time and from time to time, at its sole option and in its sole discretion, to waive all or any part of any charge due Obligee hereunder, but such waiver shall be effective only if made in writing and shall not extend to or constitute a waiver of the same or any other term or provision herein contained.

The rights and remedies of Obligee, as provided in this Note, shall be cumulative and concurrent and may be pursued singly, successively or together against Obligor or any other persons or entities who are, or may become liable for all or any part of this indebtedness, or any and other funds, property or security held by Obligee for payment thereof, or otherwise, at the sole discretion of Obligee. Failure to exercise any such right or remedy shall in no event be construed as a waiver or release of such rights or remedies, or the right to exercise them at any later time.

The acceptance by Obligee of payment hereunder that is less than payment in full of all amounts due and payable at the time of such payment shall not constitute a waiver of the right to exercise any of the foregoing options at the time or at any subsequent time or nullify any prior exercise of any such option, without the express written consent of Obligee. The right, if any, of Obligor and all other persons or entities who are, or may become, liable for all or any part of this indebtedness, to plead any and all statutes of limitation as a defense to any demand on this Note or under the Second Mortgage securing the same or any other documents executed in connection with the loan evidenced by this Note, is expressly waived by each and all of such parties to the full extent permissible by law.

THE OBLIGOR HEREBY WAIVES TRIAL BY JURY IN ANY ACTION OR PROCEEDING TO WHICH THE OBLIGOR AND THE OBLIGEE MAY BE PARTIES, ARISING OUT OF OR IN ANY WAY PERTAINING TO THE LOAN. THIS WAIVER IS KNOWINGLY, WILLINGLY AND VOLUNTARILY MADE BY THE OBLIGOR, AND THE OBLIGOR HEREBY ACKNOWLEDGES THAT NO REPRESENTATION OF FACT OR OPINION HAS BEEN MADE BY ANY INDIVIDUAL TO INDUCE THIS WAIVER OF TRIAL BY JURY OR TO IN ANY WAY MODIFY OR NULLIFY ITS EFFECT.

This Note is to be construed and enforced according to the laws of the State of Florida, and venue shall be in Broward County, Florida.

This Note consists of 3 pages

IN WITNESS WHEREOF, the Obligor has set her/his/their hand and seal the day and year set forth below her or his signature, as applicable.

Obligor
Print Name: _____
Address: _____
Date: _____, 2019

Obligor
Print Name: _____
Address: _____
Date: _____, 2019

CITY OF DANIA BEACH

Agenda Request Item

Type of Request: Consent Agenda

Continued from:

Requested Action (Identify appropriate Action or Motion)

ADOPT RESOLUTION ESTABLISHING THE DANIA BEACH CRA SMALL BUSINESS RESILIENCY REIMBURSEMENT GRANT PROGRAM AND AMENDING THE FISCAL YEAR 2019-2020 BUDGET BY ALLOCATING FIFTY THOUSAND DOLLARS (\$50,000.00) TO FUND THE GRANT

Purchasing Requests ONLY

Dept:

Acct #:

Amt:

Fund:

Fiscal Impact/Cost Summary

Exhibits Attached

Memo Small Business Resiliency Reimbursement Grant Program, R-2020-CRA- Budget Amendment to Establish Small Business Resiliency Reimbursement Grant Program, Small Business Resiliency Reimbursement Grant & w-9

To: Chair, Vice Chair and Board of Directors
From: Rickelle Williams, Executive Director
Date: July 28, 2020
Re: **Request to establish and fund the Small Business Resiliency Reimbursement Grant Program**

CRA Plan

Policy Guidelines for CRA Activities – page 24

- The CRA shall undertake annual continuous improvement programs and other activities that are designed to prevent the recurrence and spread of negative conditions.
- The CRA, in cooperation with the Broward Sheriff's Office, Dania Beach Fire Department, and Code Enforcement Division, shall work to create a safe, quality environment for residents and businesses.
- The CRA shall implement programs that assist in removing the financial obstacles that may occur and prevent otherwise successful redevelopment projects and activities.

Community Redevelopment Programs – page 82

- Advertisement and Promotions - There will be an ongoing need to ensure awareness of investment, development, business, and residential opportunities within the redevelopment area. In addition, there will also be a need to provide promotional support for area businesses and to create an identity (branding).
- Towards this end, the CRA may assist in the funding for the creation of promotional campaigns aimed at increasing business volume and residential interest in the area. Appropriate media venues shall include, but not be limited to, visual (television commercials), audio (radio commercials), digital (internet web site), and print media (newspaper, magazine, specialty publications, marketing collateral). The CRA also will be empowered to pay for other promotional efforts, including but not limited to, staff, consultants, materials production costs, distribution costs, special purpose equipment and systems, and events.

Background

In response to the danger from the public health threat of COVID-19 (Coronavirus Disease), on March 1, 2020, Governor Ron DeSantis signed Executive Order 20-51, declaring a State of Emergency. In response to the initial cases of COVID-19 in Broward County and pursuant to Section 8-53 of the Broward County Code of Ordinances, on March 10, 2020, County Administrator Bertha Henry declared a local State of Emergency due to existing conditions that would cause danger of loss of life. Due to the outbreak of COVID-19 in Broward County and the State of Emergency declared by the State of Florida and Broward County, on March 12, 2020, Dania Beach Mayor Lori Lewellen, declared a State of Emergency in the City of Dania Beach.

Subsequent State, County and City declarations and emergency orders have been executed to promote public health and safety including safer-at-home and shelter-in-place orders limiting essential and non-essential business activity. The Centers for Disease Control (CDC) has outlined various public health measures to decrease the spread of COVID-19, including frequent hand-washing, facial coverings and social distancing among others.

Current Situation

The combination of the COVID-19 pandemic, emergency declarations and orders, and the implementation of public health measures has caused a significant financial hardship for local businesses. The CRA has been in contact with several small businesses since the beginning of the shutdown and through the reopening period. Most businesses contacted have indicated a need for financial resources for expenses related to payroll, rent/mortgage, utilities, promotions and safety-related items. Most Federal aid programs include loans for payroll, rental/mortgage assistance and utilities.

The adopted CRA Plan permits the CRA to implement and fund programs that are designed to prevent the recurrence and spread of negative conditions, create a safe, quality environment for residents and businesses, assist in removing the financial obstacles that may occur and prevent otherwise successful redevelopment projects and activities, and provide promotional support for area businesses. In the wake of the impact of COVID-19 on small businesses and the fact financial assistance from existing relief programs may not be sufficient or available to all, CRA staff proposes the establishment of the Dania Beach CRA Small Business Resiliency Reimbursement Grant Program to promote public health and safety and encourage business activity.

Fiscal Impact

The budget amendment would appropriate Fifty Thousand Dollars (\$50,000.00) within the Professional Services Redevelopment Initiatives Account 106-52-08-552-31-42 to establish and fund the Program. Cost savings from previously budgeted items will be reallocated to fund the Program.

Recommendation

Approve the budget amendment to appropriate Fifty Thousand Dollars (\$50,000.00) within the Professional Services Redevelopment Initiatives Account 106-52-08-552-31-42 to establish and fund the Small Business Resiliency Reimbursement Grant Program.

Attachments

Small Business Resiliency Reimbursement Grant Program information and application

RESOLUTION NO. 2020-CRA-011

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY ("CRA"), OF THE CITY OF DANIA BEACH FLORIDA, ESTABLISHING THE DANIA BEACH CRA SMALL BUSINESS RESILIENCY REIMBURSEMENT GRANT PROGRAM AND AMENDING THE FISCAL YEAR 2019-2020 BUDGET BY ALLOCATING FIFTY THOUSAND DOLLARS (\$50,000.00) TO FUND THE GRANT; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in response to the danger from the public health threat of COVID-19 (Coronavirus Disease), on March 1, 2020, Governor Ron DeSantis signed Executive Order 20-51, declaring a State of Emergency; and

WHEREAS, in response to the initial cases of COVID-19 in Broward County and pursuant to Section 8-53 of the Broward County Code of Ordinances, on March 10, 2020, County Administrator Bertha Henry declared a local State of Emergency due to existing conditions that would cause danger of loss of life; and

WHEREAS, due to the outbreak of COVID-19 in Broward County and the State of Emergency declared by the State of Florida and Broward County, on March 12, 2020, Dania Beach Mayor Lori Lewellen, declared a State of Emergency in the City of Dania Beach; and

WHEREAS, subsequent State, County and City declarations and emergency orders have been executed to promote public health and safety including safer-at-home and shelter-in-place orders limiting essential and not-essential business activity; and

WHEREAS, the Centers for Disease Control (CDC) has outlined various public health measures to decrease the spread of COVID-19, including frequent hand-washing, facial coverings and social distancing among others; and

WHEREAS, the combination of the COVID-19 pandemic, emergency declarations and orders, and the implementation of public health measures has caused a significant financial hardship for local businesses; and

WHEREAS, the adopted CRA Plan permits the CRA to implement and fund programs that are designed to prevent the recurrence and spread of negative conditions, create a safe, quality environment for residents and businesses, assist in removing the financial obstacles that

may occur and prevent otherwise successful redevelopment projects and activities, and provide promotional support for area businesses; and

WHEREAS, in the wake of the impact of COVID-19 on small businesses and the fact financial assistance from existing relief programs may not be sufficient or available to all, CRA staff proposes the establishment of the Dania Beach CRA Small Business Resiliency Reimbursement Grant Program to promote public health and safety and encourage business activity; and

WHEREAS, the CRA Board adopted Resolution 2019-CRA-019 approving the Fiscal Year 2019-2020 budget and amendments to the approved Fiscal Year 2019-2020 budget are subject to CRA Board approval; and

WHEREAS, CRA staff deems it in the best interest of the CRA to appropriate Fifty Thousand Dollars (\$50,000.00) within the Professional Services Redevelopment Initiatives Account 106-52-08-552-31-42 to establish and fund the Small Business Resiliency Reimbursement Grant Program during Fiscal Year 2019-2020; and

WHEREAS, the recommended budget amendment will authorize the transfer of funds in the amount of Twenty Thousand Dollars (\$20,000.00) from Professional Services Account 106-52-01-552-31-10 and Ten Thousand Dollars (\$10,000.00) from Professional Services Marketing/PR Account 106-52-02-552-31-41 to Professional Services Redevelopment Initiatives Account 106-52-08-552-31-42, if approved;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF DANIA BEACH, FLORIDA:

Section 1. That the foregoing “Whereas” clauses are ratified and confirmed to be true and correct, and they are made a part of and are incorporated into this Resolution by this reference.

Section 2. That the CRA Board authorizes the establishment of the Dania Beach CRA Small Business Resiliency Reimbursement Grant Program, a copy of which is attached as Exhibit “A”.

Section 3. That the CRA Board authorizes the budget amendment of Fifty Thousand Dollars (\$50,000.00) within the Professional Services Redevelopment Initiatives Account 106-

52-08-552-31-42 to fund the Dania Beach CRA Small Business Resiliency Reimbursement Grant Program; and

Section 4: That all resolutions or parts of resolutions in conflict with this Resolution are repealed to the extent of such conflict.

Section 5. That this Resolution shall be in full force and take effect immediately upon passage and adoption.

PASSED AND ADOPTED on July 28, 2020.

ATTEST:

THOMAS SCHNEIDER, CMC
BOARD SECRETARY

LORI LEWELLEN
CHAIR

APPROVED AS TO FORM AND CORRECTNESS:

THOMAS J. ANSBRO
CRA ATTORNEY



Dania Beach Community Redevelopment Agency

Small Business Resiliency Reimbursement Grant Program

First-Come, First-Qualified, First-Served

BACKGROUND

In response to the economic crisis as a result of the Novel Coronavirus 2019 (COVID-19), the Dania Beach Community Redevelopment Agency (CRA) has launched a Small Business Resiliency Reimbursement Grant Program (Grant) to assist businesses locating and operating within the CRA Redevelopment Area.

PURPOSE

In the wake of the impact of COVID-19 on small businesses and the fact financial help from existing relief programs may not be sufficient and/or available to all, the Dania Beach Community Redevelopment Agency (CRA) has developed the Dania Beach CRA Small Business Resiliency Reimbursement Grant Program. This Program is aligned with the adopted CRA Plan. The purpose of the reimbursable Grant is to assist with local businesses recovery through resources to promote and practice the highest standards of health and safety for the operating environment. The Grant is also intended to market and advertise local CRA businesses in an effort to maintain and generate business activity.

GRANT AMOUNT & NUMBER OF AWARDS

At least fifty (50) qualifying small businesses in the Redevelopment Area will benefit from this reimbursable Grant which offers up to One Thousand Dollars (\$1,000.00) per each CRA approved Grant. Acceptance in this Program is based on a policy of first-come, first-qualified, first-served. Applications will be received and processed until all Grant funding has been exhausted. Submittal of an application *does not guarantee* that a Grant will be awarded to the business.

ELIGIBILITY CRITERIA - To be eligible for this Reimbursement Grant, your business must meet the following conditions:

1. Employ 5 employees or less (including the owner).
2. Be located within the Dania Beach CRA boundaries (Redevelopment Area map is provided).
3. Applicable Broward County/state/city licenses must be up to date.
4. Dania Beach Business Tax Receipt must be in paid status. Applicant must be a business that was or becomes operational (as evidenced by a Certificate of Occupancy or City of Dania Beach Business Tax Receipt) prior to August 1, 2020.
5. Owner/Operator or Applicant shall have no outstanding liens, code violations, pending litigation with the Dania Beach CRA or City of Dania Beach or any unpaid ad valorem property taxes (if owner of the property).
6. Only one application, per business is allowed and the application must be signed by the president/general manager/majority owner of the business. Applicants may not submit multiple applications using different partners, family members or other persons.
7. If any individual is the Principal/Owner for more than one eligible business, the Principal/owner may only sign the application on behalf of one business. (Note: this means that if one or more eligible businesses have a Principal/Owner in common, only one of those businesses may apply for the Program, even if the business(es) has(have) more than one Principal/Owner).

8. Applications must be completed in full, signed and submitted via mail or e-mail to be considered. Applications may not be hand-delivered by the applicant.
9. Submit appropriate invoice(s) and proof of payment with back-up documentation acceptable to CRA.
10. To qualify for receipt of the reimbursement payment a business must be “open and in” business as determined by the CRA, in its sole discretion.

ELIGIBLE USES - The Grant funds can be used to reimburse the eligible business for the following expenditures:

- Cleaning/sanitation supplies and/or services that will allow a small business to maintain an on-site workforce by reducing exposure to COVID-19.
- Personal protective equipment and health safety equipment.
- Signage promoting health safety standards.
- Advertising and marketing expenses to encourage patronage during shelter in place orders and during/after reopening period.
- Services, tools or equipment for businesses to convert to online sales or delivery or outdoor service during shelter in place orders and during/after reopening period.
- Remote access equipment or software that allows employees to work from home (e.g. computers, printers, telephones, headsets, video conferencing software, etc.).
- Other expenditures related to the intent of the grant as determined by the CRA, in its sole discretion.

INELIGIBLE USES - The Grant funds may not be used to reimburse the eligible business for the following expenditures:

- Hazard pay;
- Rent/mortgage;
- Utilities;
- Employee wages/benefits;
- Support services such as childcare, transportation costs, lodging expenses, or meals.
- Other expenditures unrelated to the intent of the Grant as determined by the CRA, in its sole discretion.

ELIGIBLE BUSINESSES include but are not limited to the following:

- Accounting Offices
- Bakeries
- Boutiques — clothing, shoes & accessories
- Fitness Facilities — yoga, dance exercise, martial arts, etc.
- Florists
- Gourmet Food Markets
- Hair/Nail Salons and Barbershops
- Home businesses registered with a commercial business address within the City
- Home day cares
- Home Decor/Design businesses—home furnishings, art galleries, kitchen wares
- Insurance Offices
- Law Offices
- Marketing Offices
- Medical Offices
- Real Estate Offices
- Restaurants (including take-out)
- Specialty Retail Businesses — antiques, stationery, gifts, sporting, goods
- Tattoo Parlor/Body, Piercing/Body Art Shops
- Other commercial businesses deemed eligible by the CRA, in its sole discretion.

INELIGIBLE BUSINESSES include but are not limited to the following:

- Firearm Sales/Shooting Ranges
- Religious-affiliated retail Stores
- Non-Profit Organizations
- Adult Gambling arcade/casino
- Check Cashing Stores
- Adult Entertainment
- Vapor Cigarette, E-Cigarette Stores
- Bars or liquor stores
- Convenience Stores
- Churches/places of worships
- Alcohol and/or Drug Rehabilitation Centers/Housing
- Vacation rentals, hotels or motels
- Home-based business or business registered with a residential address
- Other commercial businesses deemed ineligible by the CRA, in its sole discretion.

APPLICATION SUBMISSION PROCESS AND DATES

Completed applications and supporting documents must be submitted beginning on August 1, 2020 via mail or e-mail. Emails may be sent to cra@daniabeachfl.gov with subject "Dania Beach CRA Small Business Application". If sent by mail, please send completed application package to:

Dania Beach Community Redevelopment Agency
100 W Dania Beach Boulevard
Dania Beach, FL 33004
Attention: DeAndrae Spradley, Economic Development Manager

PROOF OF PAYMENT FOR REIMBURSEMENT - To be reimbursed, businesses must provide the CRA with the following:

- A copy of the paid invoice and a receipt which should clearly identify the business, the business address and state a full description of the item/s that were purchased or the services that were obtained by the business, and a statement or stamp that says PAID.
- A copy of the method of payment:
 - If paid by check, a copy of both sides of the cancelled check.
 - If paid by credit card, a copy of the credit card receipt to confirm payment for the invoice was made to the vendor/service provider.
 - If paid by cash, a copy of the cash receipt which must note CASH paid in full with the signature of the vendor/service provider.

PAYMENT PROCESS

Once approved for the Grant, the business must provide the Dania Beach CRA with an invoice for the Grant funds. A sample invoice is provided below as an example. The invoice must include the following:

- | | |
|------------------------------|--|
| ○ Invoice to Dania Beach CRA | ○ Invoice Number |
| ○ Business Name | ○ Amount |
| ○ Business Address | ○ Description – Small Business Grant and |
| ○ Invoice Date | Items being reimbursed |

QUESTIONS AND CONTACTS - For questions regarding the Dania Beach CRA Small Business Resiliency Program, please email cra@daniabeachfl.gov or call 954-924-6801.

Dania Beach Community Redevelopment Agency
Small Business Resiliency Reimbursement Grant Program

APPLICATION

CRA STAFF USE ONLY
APPLICATION RECEIPT DATE/TIME: _____
APPLICATION SUBMITTAL METHOD: _____

Is this business located within the Dania Beach CRA Boundary? Yes _____ No _____

1. LEGAL NAME OF BUSINESS: _____
2. NAME OF OWNER, CEO, OR MANAGING PARTNER: _____
3. BUSINESS ADDRESS: _____
4. BUSINESS PHONE: _____ 4a. OWNER/CEO EMAIL: _____
5. DATE BUSINESS ESTABLISHED: _____ 5a. FEDERAL TAX ID#: _____
6. BUSINESS INDUSTRY: _____ 6a. BUSINESS TAX NUMBER: _____
7. CHECK BUSINESS TYPE - SOLE PROPRIETORSHIP: _____ CORPORATION: _____ PARTNERSHIP: _____
8. NUMBER OF EMPLOYEES WORKING AT THIS LOCATION: _____
9. Please provide all of the following:
- a. Copy of the Business's Articles of Organization or Incorporation
 - b. Copy of County/State Business License (if applicable)
 - c. Copy of Business Tax Receipt
 - d. Copy of Property Tax Receipt showing paid status (if business location is owned by the applicant)
 - e. W-9
10. List all uses of the Grant funding, including the amount, vendor (payee), and purpose of the payment.

Payment Amount	Vendor/Payee Name	Purpose

11. Total reimbursement funding request (\$1,000 maximum): _____
12. To be considered for reimbursement funding under the Dania Beach CRA Small Business Resiliency Reimbursement Grant Program, the CRA requires that you answer the following question: As of the date of this application, did your BUSINESS receive any funding in connection with the COVID-19 Pandemic? Prior receipt of funding will not impact CRA funding decision.

Aid Program	Did not Apply	Applied	Denied	Amount Received
Economic Injury Disaster Loan (Advance)				
Economic Injury Disaster Loan				
Paycheck Protection Program				
Other program not listed:				

Additional information may be requested by the CRA to determine Program eligibility.

Dania Beach Community Redevelopment Agency
Small Business Resiliency Reimbursement Grant Program

APPLICATION – CERTIFICATION AND SIGNATURE

This form must be signed by the CEO, Managing Principal, Majority Owner, or Corporate Officer with the power to bind the company to contracts.

The undersigned, by submitting this Application, certifies the following:

1. That the Legal name and address of the Applicant's Company/Business submitting this application is:
_____; and
2. That I am the Sole Proprietor, President, CEO, or other officer of the Company, and as such have full authority to make this affidavit and execute all agreements on behalf of the Company; and
3. That I am not an employee of the Dania Beach CRA; and
4. That the information given herein and, in the documents, attached hereto are true and correct and the Business has not misrepresented any information contained in this document; and
5. In submitting this application, the Applicant/business agrees with all the terms, conditions, and specifications required by the Dania Beach CRA in this Grant Application, and that applicant/business has this document and fully understand its contents; and
6. By executing this Application, that the funds provided herein will only reimburse expenditures for the purposes stated herein and if not used for the purposes stated herein, the Dania Beach CRA shall have the right to demand repayment of all or a portion of the funds, in its sole discretion; and
7. The grantee may be required to provide any reporting information (oral, written, in-person) to the CRA.

The information submitted on this document is true to the best of my knowledge.

Name (print)

Signature

Date

The Dania Beach CRA reserves the right at its sole and absolute discretion, to reject any and all grant applications, postpone or cancel the grant program or waive any irregularities in applications submitted for funding.

SAMPLE INVOICE (if awarded Grant)

COMPANY NAME: _____

INVOICE

To: Dania Beach Community Redevelopment Agency
100 W Dania Beach Boulevard
Dania Beach, FL 33004

Re: Small Business Resiliency Reimbursement Grant Program

Invoice Number: _____

Date: _____

Business Address: _____

Telephone Number: _____

Email Address: _____

DESCRIPTION – ELIGIBLE ITEMS PURCHASED

All reimbursement requests must be in accordance with eligible purchases as agreed to in the certified Grant application

List item name, purpose of item and vendor purchased from. (Must provide receipt for each item listed)		Amount
1.	_____	\$ _____
2.	_____	\$ _____
3.	_____	\$ _____
4.	_____	\$ _____
5.	_____	\$ _____

Total Amount Due: \$ _____

Supporting documentation for purchases are attached. I certify this information to be accurate and true.

Name (print): _____

Signature: _____

Date: _____

Title: _____

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ► _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
	6 City, state, and ZIP code	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
				-				-	
or									
Employer identification number									
				-					

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ►	Date ►
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/Businesses and clicking on Employer Identification Number (EIN) under Starting a Business. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.

You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.