



2018-2019 Florida Job Growth Grant Fund Public Infrastructure Grant Proposal

Proposal Instructions: The Florida Job Growth Grant Fund Proposal (this document) must be completed by the governmental entity applying for the grant and signed by either the chief elected official, the administrator for the governmental entity or their designee. Please read the proposal carefully as some questions may require a separate narrative to be completed. If additional space is needed, attach a word document with your entire answer.

Governmental Entity Information

Name of Governmental Entity: Miami-Dade County

Government Federal Employer Identification Number: [REDACTED]

Primary Contact Name: Mr. Michael Liu

Title: Director

Mailing Address: MDC-PHCD

701 NW 1 Court, 16 Floor, Miami, FL 33136

Phone Number: 786-469-4106

Email: mliu88@miamidade.gov

Secondary Contact Name: Clarence Brown

Title: Division Director-PHCD

Phone Number: 786-469-2221

Public Infrastructure Grant Eligibility

Pursuant to section 228.101, F.S., the Florida Job Growth Grant Fund was created to promote economic opportunity by improving public infrastructure and enhancing workforce training. Eligible entities that wish to access this grant fund must submit public infrastructure proposals that:

- Promote economic recovery in specific regions of the state, economic diversification or economic enhancement in a targeted industry (View Florida's Targeted Industries here).
- Are not for the exclusive benefit of any single company, corporation or business entity.
- Are for infrastructure that is owned by the public and is for public use or predominately benefits the public.

1. Program Requirements:

(If additional space is needed, attach a word document with your entire answer.)

Each proposal must include the following information describing how the project satisfies eligibility requirements listed on page 1.

A. Provide a detailed description of the public infrastructure improvements.

The public infrastructure improvement project is entitled "Poinciana Industrial Center". See Attachment A.

B. Provide location of public infrastructure, including physical address and county of project.

The project includes 38 parcels (approx. 37 acres) within Miami-Dade County: on the north-NW 79 ST; east-NW 22 AVE; south-FL East Coast Railway; and west-NW 27 AVE. See Attachment B.

C. Is this infrastructure currently owned by the public? Yes No

If no, is there a current option to purchase or right of way provided to the County?

D. Provide current property owner.

Miami-Dade County.

E. Is this infrastructure for public use or does it predominately benefit the public?

Yes No

F. Will the public infrastructure improvements be for the exclusive benefit of any single company, corporation or business entity?

Yes No

G. Provide a detailed description of, and quantitative evidence demonstrating, how the proposed public infrastructure project will promote:

- Economic recovery in specific regions of the state;
- Economic diversification; or
- Economic enhancement of a Targeted Industry ([View Florida's Targeted Industries here](#)).
 - Describe how the project will promote specific job growth. Include the number of jobs that will be retained or created, and in which industry(ies) the new net jobs will be created using the North American Industry Classification System ([NAICS](#)) codes. Where applicable, you may list specific businesses that will retain or create jobs or make capital investment.
 - Provide a detailed explanation of how the public infrastructure improvements will connect to a broader economic development vision for the community and benefit additional current or future businesses.

Please see Attachment A.

2. Additional Information:

(If additional space is needed, attach a word document with your entire answer.)

A. Provide the proposed commencement date and number of days required to complete construction of the public infrastructure project.

Upon receipt of requested funding, the project can commence. The duration of the removal of contaminated soil is anticipated to take 200 days; however, groundwater monitoring shall continue for five years following completion of the project.

B. What permits are necessary for the public infrastructure project?

Three permits are needed for: well abandonment; well installation; and, a potential for a Risk Based Corrective Action permit.

- C. Detail whether required permits have been secured, and if not, detail the timeline for securing these permits. Additionally, if any required permits are local permits, will these permits be prioritized?

Once funding is awarded, the permitting process will be prioritized. All permits for the project are issued by Miami-Dade County and will be obtained expeditiously.

- D. What is the future land use and zoning designation on the proposed site of the infrastructure improvements, and will the improvements conform to those uses?

See Attachment C. All of the improvements will conform to those uses.

- E. Will an amendment to the local comprehensive plan or a development order be required on the site of the proposed project or on adjacent property to accommodate the infrastructure and potential current or future job creation opportunities? If yes, please detail the timeline.

Yes No

- F. Is the project ready to commence upon grant fund approval and contract execution? If no, please explain.

Yes No

- G. Does this project have a local match amount? Yes No

If yes, please describe the entity providing the match and the amount.

- H. Provide any additional information or attachments to be considered for this proposal. Maps and other supporting documents are encouraged.
-

3. Program Budget

(If additional space is needed, attach a word document with your entire answer.)

Estimated Costs and Sources of Funding: Include all applicable public infrastructure costs and other funding sources available to support the proposal.

1.) **Total Amount Requested** \$ 3,100,792
 Florida Job Growth Grant Fund _____

A. Other Workforce Training Project Funding Sources:

City/County \$ _____

Private Sources \$ _____

Other (grants, etc.) \$ _____

Please Specify: _____

Total Other Funding \$ _____

B. Public Infrastructure Project Funding Sources:

Construction \$ _____

Reconstruction \$ _____

Design & Engineering \$ 6,824

Land Acquisition \$ _____

Land Improvement \$ 2,752,078

Other \$ 341,890

Please Specify: DERM/Admin

Total Project Costs \$ 3,100,792

Note: The total amount requested must equal the difference between the workforce training project costs in 3. and the other Public infrastructure project funding sources in 2.

- C. Provide a detailed budget narrative, including the timing and steps necessary to obtain the funding and any other pertinent budget-related information.

The breakdown of the cost of this project is provided as Attachment D. Upon approval of the request for funding in the amount of \$3,100,792, this project can commence following a competitively bid process; and, this community can fully begin the revitalization/redevelopment process.

4. Approvals and Authority

(If additional space is needed, attach a word document with your entire answer.)

- A. If the governmental entity is awarded grant funds based on this proposal, what approvals must be obtained before it can execute a grant agreement with the Florida Department of Economic Opportunity (e.g., approval of a board, commission or council)?

Approval by the Board of County Commissioners would be required.

If board authorization is not required, who is authorized to sign?

Board authorization is required.

- B. If approval of a board, commission, council or other group is needed prior to execution of an agreement between the governmental entity and the Florida Department of Economic Opportunity:

- i. Provide the schedule of upcoming meetings for the group for a period of at least six months.
 - ii. State whether entity is willing and able to hold special meetings, and if so, upon how many days' notice.
 - i. 2018 Schedule (Attachment E); meetings are set for the 1st & 4th Tuesdays of each month.
 - ii. The Board of County Commissioners may hold special meetings, upon a majority vote of the members of the Commission, and within a 24-hour notice. The approval process can be expedited.
-

- C. Attach evidence that the undersigned has all necessary authority to execute this proposal on behalf of the governmental entity. This evidence may take a variety of forms, including but not limited to: a delegation of authority, citation to relevant laws or codes, policy documents, etc.

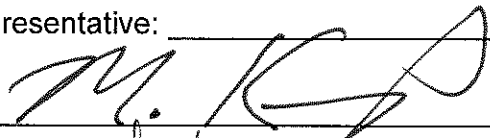
See Attachment F - Signature Authority Memorandum

PUBLIC INFRASTRUCTURE GRANT PROPOSAL

I, the undersigned, do hereby certify that I have express authority to sign this proposal on behalf of the above-described entity and to the best of my knowledge, that all data and information submitted in proposal is truthful and accurate and no material fact has been omitted.

Name of Governmental Entity: Miami-Dade County

Name and Title of Authorized Representative: _____

Representative Signature: 

Signature Date: 8/23/18

MAURICE L. KEMP
DEPUTY MAYOR
MIAMI-DADE CTY. FL

Attachment A

1. A. Provide a detailed description of the public infrastructure improvements.

The Poinciana Industrial Center (Poinciana) consists of approximately 22.5 acres of County-owned parcels of vacant land primarily zoned for Industrial Use. The Poinciana area is bound by NW 79 Street to the North, the Florida East Coast (FEC) Railway to the South, NW 27th Avenue to the West, and NW 22nd Avenue to the East. Poinciana has great potential for development due to its proximity to the FEC corridor. The current zoning at Poinciana offers a myriad of opportunities to promote job growth, such as manufacturing operations, warehouse space, wholesale showrooms, and distribution areas.

As a consequence of civil unrest that occurred in 1980 within the surrounding community, many of the buildings located in Poinciana were destroyed by fire. Miami-Dade County, with the assistance of the United States government through Community Development Block Grant (CDBG) funding, acquired several properties, relocated residents and businesses, demolished unsafe or abandoned buildings, and conducted environmental studies. Shortly after receiving federal funding, the County's Public Housing and Community Development Department coordinated the development of two housing projects: Valencia Pointe, located in the northwest corner, consisting of 148 affordable rental units serving families; and, 134 affordable rental units serving families in the NorthPark at Scott Carver development, located in the southeast corner of Poinciana.

Although the County diligently focused its efforts to facilitate and spur development in this area, due to its past industrial/commercial uses, the remaining vacant properties have soil and groundwater contamination. Miami-Dade County is desirous of correcting all environmental concerns, not only to improve Poinciana, but also to ensure that the nearby residents live in a neighborhood that is healthy and encourages a better quality of life. Unfortunately, despite its strong history of community support, redevelopment in this area has been slow due to the perception of site contamination.

An analysis of Poinciana and the surrounding neighborhoods revealed an area that is in dire need of significant assistance. While the neighborhoods enjoy the benefits of being ethnically diverse, data from the US Census Bureau indicates that this community of relatively young families (median age of 34, with the largest portion of the population under 18), earns a median household income of approximately \$27,000 (with the largest percentage of the households earning under \$10,000). The County's median household income is approximately \$42,000.

Poinciana remains a prime location for many types of businesses, such as: Manufacturing, Workforce Training, Logistics and Warehousing, and Transportation-related services. The continued success of Leasa Industries Co., Inc., one of the largest growers, manufacturers, processors and packers of healthy food products across the Southeastern United States, located within the Poinciana Industrial Complex, provides evidence of the significant potential of this area. Leasa's success has resulted in careers for many of the members of the community, some of whom were, quite literally, taken off the streets and

managed to turn their lives around through gainful employment in their neighborhood. A number of small and medium-sized businesses, including trucking, automotive parts and repair, and highway signage fabrication businesses are located within Poinciana. Additionally, there remains an opportunity to provide mixed-use workforce housing and commercial development near the northeast corner of Poinciana, at NW 79 Street between NW 22nd and NW 24th Avenues. Addressing and correcting the environmental concerns of the County's vacant parcels will provide this disadvantaged community with the opportunity it needs to succeed.

Should the grant be awarded to the Poinciana project, the remediation of these properties will drive redevelopment of the parcels. The location of the vacant parcels and their proximity to the FEC rail lines, Miami International Airport, and Opa-Locka Executive Airport presents this area with great potential for business opportunities. Additionally, the study area lies within an area that offers several economic incentives, such as an Enterprise Zone, a Neighborhood Revitalization Strategy Area, and a Brownfield Economic Development Initiative. It is important to note that all environmental concerns must be satisfied before any economic or housing development can occur on these properties. Thus, economic revitalization of this disadvantaged area is dependent upon remediation of the soil and mitigation of the groundwater contamination.

ATTACHMENT C
**POINCIANA INDUSTRIAL CENTER
 ZONING DESIGNATIONS**

Folio Number:	Zoning:
30-3110-029-0050	IU-2
30-3110-029-1950	NCUAD-MM
30-3110-053-1030	NCUAD-MM
30-3110-053-1040	NCUAD-MM
30-3110-057-1940	NCUAD-MM
30-3110-058-0030	IU-1
30-3110-073-0010	NCUAD – ID (Industrial with residential allowance at 60 units per acre = 70 units)
30-3110-073-0020	NCUAD – ID (Industrial with residential allowance at 41 units per acre = 59 units)
30-3110-073-0030	NCUAD – ID (Industrial with residential allowance at 41 units per acre = 69 units) Health Facility on site
30-3110-073-0040	IU-2
30-3110-073-0050	IU-2
30-3110-073-0060	IU-2
30-3110-074-0010	IU-1
30-3110-074-0020	IU-1
30-3110-074-0030	IU-1 and IU-2
30-3110-074-0040	IU-1
30-3110-074-0050	IU-1
30-3110-074-0060	IU-1

NCUAD-ID North Central Urban Area District - Industrial District

NCUAD-MM North Central Urban Area District - Mixed Use

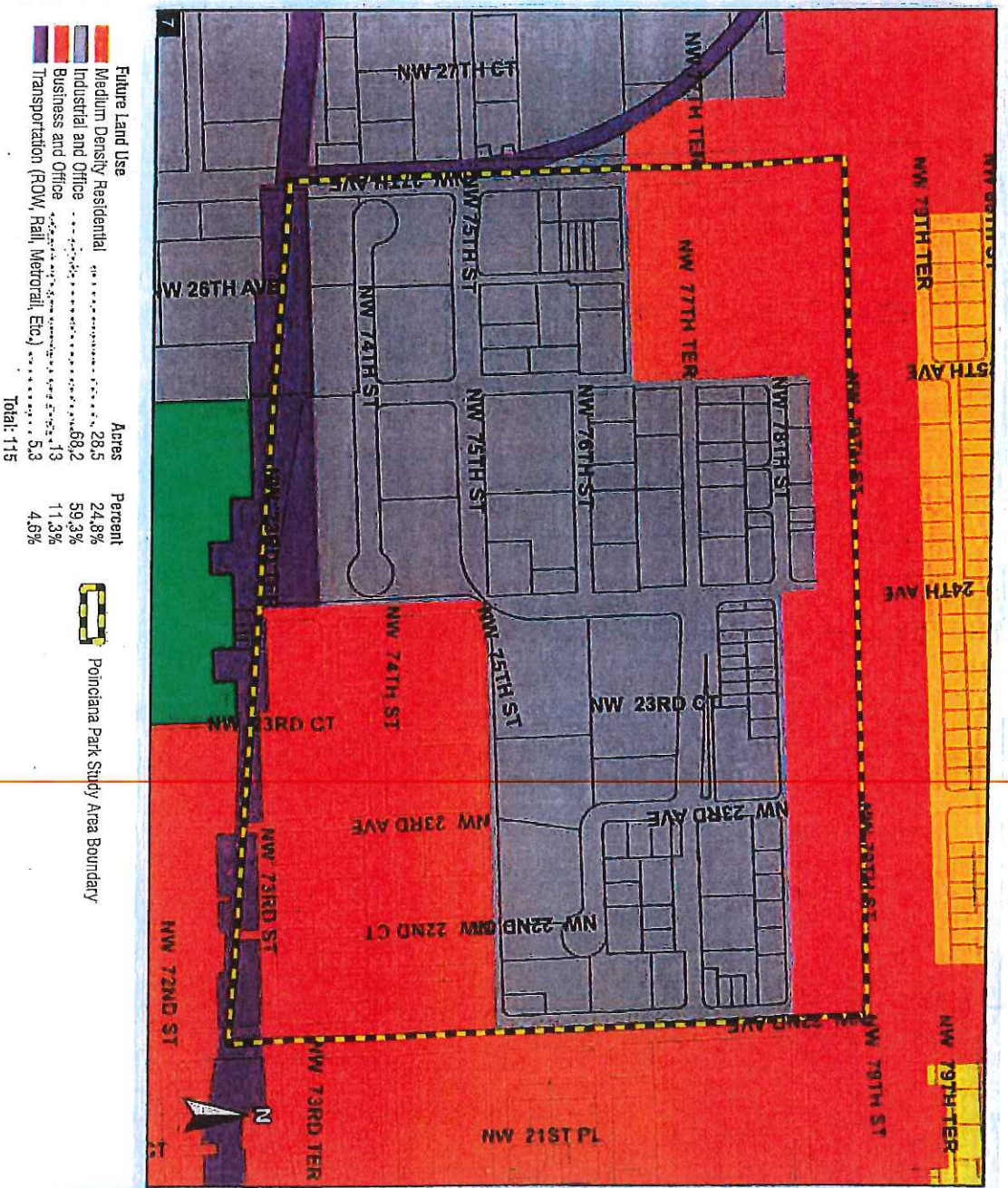
IU-1 - Industrial, Light Manufacturing District

IU-2 - Industrial, Heavy Manufacturing District

Future Land Use

Miami-Dade County is required by state statute to maintain a comprehensive plan in order to manage growth and development consistent with state and regional comprehensive plans. The County's Comprehensive Development Master Plan (CDMP) includes a future Land Use map that designates where development of various uses and intensities are permitted. The future land use designations in the study area are illustrated in Figure 7.

The Future Land Use map designates a majority of the study area as Industrial and Office, which allows manufacturing operations, maintenance and repair facilities, warehouses wholesale showrooms, distribution centers, as well as office buildings. Two areas, one on the northwest corner and a second on the southwest corner of the study area, are designated Low-Medium Density Residential, which permits residential development at densities between 6 and 13 units per gross acre. The area along NW 79th Street, as well as NW 27th Avenue, between NW 79th Street and NW 77th Street, are designated Business and Office, which permit retail and office uses as well as residential development up to 25 dwelling units per gross acre subject to the compatibility provisions provided for in the CDMP. The area along the south boundary of the study area has a land use designation of Transportation, which allows for railways.



ATTACHMENT D

Miami-Dade County Regulatory and Economic Resources Department (RER)
Division of Environmental Resources Management (DERM)

Poinciana Industrial Center

Environmental/Clearing Budget (as of 8/8/2018)

PHCD/DERM Estimate:

Groundwater monitoring (5 years)	\$83,664
Removal and disposal of contaminated soil piles	\$259,693
Environmental Clearance for residential use	\$1,795,038
Well Abandonment/Replacement	\$9,903
Plans and Review	\$6,824
DERM Fees	\$60,000
Environmental Contingency (25%)	\$553,780
Site Clearing	\$50,000
PHCD Administration (10%)	\$281,890

TOTAL PROJECT COST:

\$3,100,792

2018 CALENDAR OF THE MIAMI-DADE COUNTY BOARD OF COUNTY COMMISSIONERS

ATTACHMENT E

JANUARY						
SUN	MON	TUE	WED	THUR	FRI	SAT
	1	2	3	4	5	6
	7	8	9	10	11	12
	13	14	15	16	17	18
	19	20	21	22	23	24
	25	26	27	28	29	30
	31					

- 11 EDT 11:00 AM
- 17 IUC 9:30 AM - HSS 12:00 PM - GOCC 1:30 PM
- 18 PCA 9:30 AM - CPC 12:00 PM - PSH 1:30 PM
- 19 TPW 9:30 AM - BSNS 12:00 PM
- 23 REGULAR 9:30 AM
- 24 CDMP 9:30 AM - CANCELLED
- 25 REGULAR CARRY-OVER 9:30 AM (IF NEEDED)
- 25 ZONING 9:30 AM
- 25 TPW 2:00PM
- 31 DADE DAYS IN TALLAHASSEE

MAY						
SUN	MON	TUE	WED	THUR	FRI	SAT
	1	2	3	4	5	
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	12	13	14	15	16	17
	18	19	20	21	22	23
	24	25	26	27	28	29
	30	31				

- 1 REGULAR 9:30 AM
- 1 JOINT BCC & YOUTH COMMISSION 3:00 PM
- 3 REGULAR CARRY-OVER 9:30 AM (IF NEEDED)
- 3 ZONING 9:30 AM / CDMP 9:30 AM - CANCELLED
- 3 CPC 9:30 AM - CANCELLED / BSNS 1:30 PM - CANCELLED
- 7 HSS 9:30 AM
- 8 IUC 9:30 AM - GOCC 1:30 PM
- 9 PCA 9:30 AM - PSH 1:30 PM
- 10 TPW 9:30 AM - EDT 1:30 PM
- 15 REGULAR 9:30 AM
- 17 REGULAR CARRY-OVER 9:30 AM (IF NEEDED)
- 17 ZONING / CDMP 9:30 AM
- 17 TPW 2:00PM
- 31 ZONING 9:30 AM

SEPTEMBER						
SUN	MON	TUE	WED	THUR	FRI	SAT
	1	2	3	4	5	6
	7	8	9	10	11	12
	13	14	15	16	17	18
	19	20	21	22	23	24
	25	26	27	28	29	30
	30					

- 5 REGULAR 9:30 AM
- 6 REGULAR CARRY-OVER 9:30 AM (IF NEEDED)
- 6 1ST BUDGET HEARING 5:01 PM (TENTATIVE)
- 12 IUC 9:30 AM - CPC 12:00 PM - GOCC 1:30 PM
- 13 PCA 9:30 AM - HSS 12:00 PM - PSH 1:30 PM
- 14 TPW 9:30 AM - EDT 1:30 PM
- 17 GOC/BUDGET 9:30 AM
- 20 2ND BUDGET HEARING 5:01 PM (TENTATIVE)
- 27 ZONING / CDMP 9:30 AM
- 27 TPW 2:00PM

Latest Revision on 8/3/2018 11:47 AM

FEBRUARY						
SUN	MON	TUE	WED	THUR	FRI	SAT
	4	5	6	7	8	9
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	22	23	24	25	26	27
	28	29	30			

- 1 DADE DAYS IN TALLAHASSEE
- 6 REGULAR 9:30 AM
- 7 SPECIAL MEETING 9:30 AM
- 8 REGULAR CARRY-OVER 9:30 AM (IF NEEDED)
- 8 CPC 9:30 AM / BSNS 1:30 PM - CANCELLED
- 12 HSS 9:30 AM
- 13 IUC 9:30 AM - GOCC 1:30 PM
- 14 PCA 9:30 AM - PSH 1:30 PM
- 15 TPW 9:30 AM - EDT 1:30 PM
- 21 REGULAR 9:30 AM
- 22 REGULAR CARRY-OVER 9:30 AM (IF NEEDED)
- 22 ZONING 9:30 AM
- 22 TPW 2:00PM
- 28 CDMP 9:30 AM

JUNE						
SUN	MON	TUE	WED	THUR	FRI	SAT
	3	4	5	6	7	8
	9	10	11	12	13	14
	15	16	17	18	19	20
	21	22	23	24	25	26
	27	28	29	30		

- 5 REGULAR 9:30 AM
- 6 SPECIAL MEETING 9:30 AM
- 7 REGULAR CARRY-OVER 9:30 AM (IF NEEDED)
- 7 CPC 9:30 AM / BSNS 1:30 PM
- 11 HSS 9:30 AM
- 12 IUC 9:30 AM - GOCC 1:30 PM
- 13 PCA 9:30 AM - PSH 1:30 PM
- 14 TPW 9:30 AM - EDT 1:30 PM
- 19 REGULAR 9:30 AM - JOINT BCC & PHT 9:30 AM
- 20 CDMP 9:30 AM
- 21 REGULAR CARRY-OVER 9:30 AM (IF NEEDED)
- 21 ZONING 9:30 AM
- 21 TPW 2:00PM
- 26 SPECIAL MEETING 10:30 AM

OCTOBER						
SUN	MON	TUE	WED	THUR	FRI	SAT
	1	2	3	4	5	6
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	25	26	27	28	29	30
	31					

- 2 REGULAR 9:30 AM
- 4 REGULAR CARRY-OVER 9:30 AM (IF NEEDED)
- 4 CPC 9:30 AM / BSNS 1:30 PM
- 16 HSS 9:30 AM
- 17 IUC 9:30 AM - GOCC 1:30 PM
- 18 PCA 9:30 AM - PSH 1:30 PM
- 19 TPW 9:30 AM - EDT 1:30 PM
- 23 REGULAR 9:30 AM
- 24 CDMP 9:30 AM
- 25 REGULAR CARRY-OVER 9:30 AM (IF NEEDED)
- 25 ZONING 9:30 AM
- 25 TPW 2:00PM

MARCH						
SUN	MON	TUE	WED	THUR	FRI	SAT
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	28	29	30	31		

- 6 REGULAR 9:30 AM
- 6 SPECIAL MEETING 9:30 AM
- 6 JOINT BCC & SPECIAL PHT (AUDIT) 9:30 AM
- 8 REGULAR CARRY-OVER 9:30 AM (IF NEEDED)
- 8 CPC 9:30 AM / BSNS 1:30 PM
- 12 HSS 9:30 AM
- 13 IUC 9:30 AM / CANCELLED - GOCC 1:30 PM
- 14 PCA 9:30 AM - PSH 1:30 PM
- 15 TPW 9:30 AM - EDT 1:30 PM
- 20 REGULAR 9:30 AM
- 22 REGULAR CARRY-OVER 9:30 AM (IF NEEDED)
- 22 ZONING / CDMP 9:30 AM - CANCELLED
- 22 TPW 2:00PM

JULY						
SUN	MON	TUE	WED	THUR	FRI	SAT
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	25	26	27	28	29	30
	31					

- 5 BSNS 9:30 AM
- 10 REGULAR 9:30 AM
- 12 REGULAR CARRY-OVER 9:30 AM (IF NEEDED)
- 12 CPC 9:30 AM / BSNS 1:30 PM RESCHEDULED TO 7.5.18
- 16 IUC 9:30 AM - GOCC 1:30 PM
- 17 PCA 9:30 AM - HSS 12:00 PM - PSH 1:30 PM
- 18 TPW 9:30 AM - EDT 1:30 PM
- 19 ZONING 9:30 AM
- 19 TPW 2:00PM
- 24 REGULAR 9:30 AM
- 24 SPECIAL MEETING 9:30 AM
- 24 CMTE OF THE WHOLE/PUBLIC HEARING 9:30 AM
- 25 CDMP 9:30 AM
- 26 REGULAR CARRY-OVER 9:30 AM (IF NEEDED)

NOVEMBER						
SUN	MON	TUE	WED	THUR	FRI	SAT
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	30	31				

- 8 REGULAR 9:30 AM
- 9 REGULAR CARRY-OVER 9:30 AM (IF NEEDED)
- 14 IUC 9:30 AM - GOCC 1:30 PM
- 15 ZONING 9:30 AM
- 15 TPW 2:00PM
- 16 TPW 9:30 AM - EDT 1:30 PM
- 19 PCA 9:30 AM - HSS 12:00 PM - PSH 1:30 PM
- 20 INSTALLATION CEREMONY 10:00 AM
- 27 REGULAR 9:30 AM
- 28 CDMP 9:30 AM
- 28 REGULAR CARRY-OVER 9:30 AM (IF NEEDED)
- 29 CPC 9:30 AM - BSNS 1:30 PM

APRIL						
SUN	MON	TUE	WED	THUR	FRI	SAT
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	25	26	27	28	29	30
	31					

- 4 SPECIAL MEETING 10:00 AM
- 10 REGULAR 9:30 AM
- 10 BCC & YOUTH COMMISSION 3:00 PM-RESCHED.
- 12 REGULAR CARRY-OVER 9:30 AM (IF NEEDED)
- 12 CPC 9:30 AM / BSNS 1:30 PM - CANCELLED
- 16 HSS 9:30 AM
- 17 IUC 9:30 AM - GOCC 1:30 PM
- 18 PCA 9:30 AM - PSH 1:30 PM
- 19 TPW 9:30 AM - EDT 1:30 PM
- 25 CDMP 9:30 AM
- 26 ZONING 9:30 AM
- 26 TPW 2:00PM

AUGUST						
SUN	MON	TUE	WED	THUR	FRI	SAT
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	19	20	21	22	23	24
	25	26	27	28	29	30
	31					

- 1 REGULAR 9:30 AM (MULLAGE RATE) - CAN.
 - 29 GOC/BUDGET 9:30 AM
 - 29 BUDGET/CMTE OF THE WHOLE 2:00 PM
- REGULAR
 - ZONING, CMP & TPO
 - CMTE/SUBCOMTE. (SEE REVERSE SIDE)
 - REGESS / SPRING AND SUMMER BREAK
 - SUNSHINE MTGS (SEE REVERSE SIDE)
 - HOLIDAYS (SEE REVERSE SIDE)
 - HOLIDAYS OBSERVED (SEE REVERSE SIDE)

- REGULAR
 - ZONING, CMP & TPO
 - CMTE/SUBCOMTE. (SEE REVERSE SIDE)
 - REGESS / SPRING AND SUMMER BREAK
 - SUNSHINE MTGS (SEE REVERSE SIDE)
 - HOLIDAYS (SEE REVERSE SIDE)
 - HOLIDAYS OBSERVED (SEE REVERSE SIDE)

DECEMBER						
SUN	MON	TUE	WED	THUR	FRI	SAT
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	19	20	21	22	23	24
	25	26	27	28	29	30
	31					

- 4 CMTE OF THE WHOLE 9:30 AM
- 6 ZONING / CDMP 9:30 AM
- 6 TPW 2:00PM
- 10 HSS 9:30 AM
- 11 IUC 9:30 AM - GOCC 1:30 PM
- 12 PCA 9:30 AM - PSH 1:30 PM
- 13 TPW 9:30 AM - EDT 1:30 PM
- 14 CPC 9:30 AM / BSNS 1:30 PM
- 18 REGULAR 9:30 AM
- 20 REGULAR CARRY-OVER 9:30 AM (IF NEEDED)

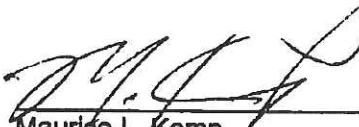
Memorandum

MIAMI-DADE
COUNTY**Date:** April 5, 2018**To:** Deputy Mayors**From:** Carlos A. Gimenez
Mayor**Subject:** 2018 Signature Authority

Effective immediately, you are authorized to sign the following items for your respective departments on my behalf:

- Permits
- Senior Management Performance Appraisal Forms
- Leave slips (your department and immediate staff)
- Travel requests for up to 4 travelers except for international and legislation-related travels
- Telecommunications Device and Service Requests
- Vehicle requests
- Grant applications

Your judgment is crucial when reviewing items for signature. Please submit requests for administrative leave and executive salary reviews to me for consideration. If an item is controversial, sensitive or otherwise significant, please forward it to my attention or discuss it with me personally.


Maurice L. Kemp
Deputy Mayor
Myriam Marquez
Communications Director/Senior Advisor

c: Arleene Cuellar, Director, Human Resources Department
Jennifer Moon, Director, Office of Management and Budget
Angel Petisco, Director, Information Technology Department
Tara Smith, Director, Internal Services Department
Office of the Mayor Senior Staff

Memorandum



Date: October 10, 2017

To: Deputy Mayors

From: Carlos A. Gimenez
Mayor

A handwritten signature in black ink, appearing to read "Carlos A. Gimenez", written over a horizontal line.

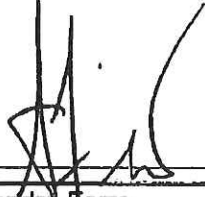
Subject: 2017 Signature Authority

Effective immediately, you are authorized to sign the following items for your respective departments on my behalf:

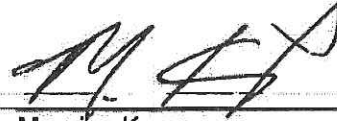
- Permits
- Senior Management Performance Appraisal Forms
- Leave slips (your department and immediate staff)
- Travel requests for up to 4 travelers except for international and legislation-related travels
- Telecommunications Device and Service Requests
- Vehicle requests
- Grant applications

Your judgment is crucial when reviewing items for signature. Please submit requests for administrative leave and executive salary reviews to me for consideration. If an item is controversial, sensitive or otherwise significant, please forward it to my attention or discuss it with me personally.

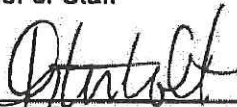
2017 Signature Authority
Page 2



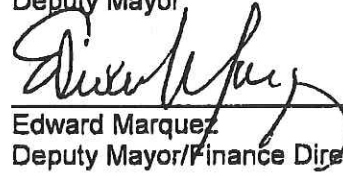
Alejandro Ferro
Chief of Staff



Maurice Kemp
Deputy Mayor



Jack Osterholt
Deputy Mayor/RER Director



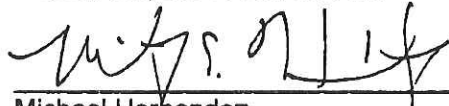
Edward Marquez
Deputy Mayor/Finance Director



Alina T. Hudak
Deputy Mayor/PWWM Director



Michael Spring
Senior Advisor



Michael Hernandez
Communications Director/Senior Advisor

- c: Arleene Cuellar, Director, Human Resources Department
- Jennifer Moon, Director, Office of Management and Budget
- Angel Petisco, Director, Information Technology Department
- Tara Smith, Director, Internal Services Department
- Office of the Mayor Senior Staff