

To: The Honorable Mayor and City Council

From: Tanya Wilson-Sejour, AICP, Planning, Zoning & Development Director



Date: December 8, 2015

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA, CREATING THE “DOWNTOWN ACTION PLAN ADVISORY COMMITTEE”; PROVIDING FOR THE PURPOSE, MEMBERSHIP, TERMS, AND DUTIES OF THE COMMITTEE; ADOPTING BYLAWS OF THE DOWNTOWN ACTION PLAN ADVISORY COMMITTEE; PROVIDING FOR AN EFFECTIVE DATE AND ALL OTHER PURPOSES.

RECOMMENDATION

That the City Council adopts the Resolution officially establishing the Downtown Action Plan Advisory Committee (DAPAC) as one of the City’s recognized advisory boards as authorized under Section 14 of the City Charter, and accept said bylaws as their governing structure, in order to further advance the City’s Downtown Revitalization initiatives.

PURPOSE & INTENT

As part of the City’s ongoing efforts to revitalize its aging downtown district, in July 2014 the Mayor and Council directed City Administration to develop a **Downtown Action Plan Advisory Committee (DAPAC)** whose primary objective was to assist in supporting the City’s efforts to revitalize the Downtown District. To that end, the 15 member board was tasked with assisting in the creation of the City’s Downtown Conceptual and Action Plan, subsequently adopted in November 2014. The Board was intended to serve as both ambassadors as well as partners to aid in the redevelopment efforts aimed at transforming the downtown overtime.

Key stakeholders represent particular disciplines with representatives from agencies such as the Regional Transit Authority (RTA), community based organizations, CRA, arts, film, cultural and Florida International University, Johnson & Wales, as well as several downtown business owners. Attached is a list of Council appointed stakeholders who have served over the past year to develop bylaws, participate in monthly stakeholders meetings and advocate for capital project improvements within North Miami’s downtown district.

(Approved by Mayor & Council at its June 10, 2014 meeting)
– 15 Member Board

Below are the names of all individuals selected by City Council to serve on the 15 member DAPAC:

- ❖ SF Regional Transit Authority (RTA)– **Appointment:** Lynda Westin - **(1 representative)**
- ❖ Business Development Board(BDB) Representative – Board Appointee **(1 representative)**
 - **Appointment:** *Max Wolfe Sturman, Architect (Recommended by BDB)*
- ❖ Education Representatives – **(2 representatives)**
 - **Appointment:** *___Vacant___, Johnson & Wales University (Recommended by JWU)*
 - **Appointment:** *Stuart Grant, Florida International University (Recommended by FIU)*
- ❖ Chamber of Commerce Representative – Board Appointee **(1 representative)**
Appointment: *Mayor John Stembridge*
- ❖ Downtown Property Owner – **(1 representatives)**
 - **Appointment:** *Fred Stock, Vice Chair*
- ❖ North Miami Resident – **(1 representatives)**
 - **Appointment:** *Jacque Despinose*
- ❖ Downtown Business Owner – **(2 representatives)**
 - **Appointment:** *Susan Issa*
 - **Appointment:** *Alexis Sanfield*
- ❖ Arts/Cultural Representative – **(1 representative)**
 - **Appointment:** *_Alexandra Barbot*
- ❖ Commercial Real Estate Broker/Development Background – **(1 representative)**
 - **Appointment:** *___vacant___*
- ❖ Architect/Engineer – **(1 representative)**
 - **Appointment:** *Jason James, Chair*
- ❖ Religious institution, Non-Profit/Service Agency – **(1 representatives)**
 - **Appointment:** *___vacant___*
- ❖ Film Industry Representative – **(1 representative)**
 - **Appointment:** *___vacant___*
- ❖ Historian – Long time business owner– **(1 representative)**
 - **Appointment:** *Clark Reynolds, long-time area business owner*
- ❖ **Appointed Staff Representatives** – To serve as ex-officio non-voting members:
- ❖ City Manager or designee i.e. *Tanya Wilson-Sejour, Planning Director*
 - a. MOCA
 - b. CPD -
 - c. Budget Manager
 - d. Public Information Officer
 - e. Deputy City Manager
 - f. Finance

CONCLUSION

Staff requests that the Mayor and City Council approve the proposed resolution to officially establish the Downtown Action Plan Advisory Committee (DAPAC) as one of the City's Advisory Boards and accept the bylaws that serves as its governing structure.

TWS

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA, CREATING THE “DOWNTOWN ACTION PLAN ADVISORY COMMITTEE”; PROVIDING FOR THE PURPOSE, MEMBERSHIP, TERMS, AND DUTIES OF THE COMMITTEE; AND ADOPTING THE BYLAWS OF THE DOWNTOWN ACTION PLAN ADVISORY COMMITTEE; PROVIDING FOR AN EFFECTIVE DATE AND FOR ALL OTHER PURPOSES.

WHEREAS, the Mayor and City Council of the City of North Miami (“City”) are authorized under Section 14 of the City Charter to establish any boards as may be necessary to carry out the provisions of the Charter; and

WHEREAS, the Mayor and City Council desire to revitalize the Downtown Area in an effort to increase the quality of life for the community that will allow the City to be competitive with surrounding cities in maintaining economic and social prosperity; and

WHEREAS, the Downtown Action Plan Advisory Committee will assist in this initiative by facilitating in the implementation of the City’s adopted Downtown Concept & Action Plan and use their influence as stakeholders to promote investment that will lead to the future revitalization of the Downtown area; and

WHEREAS, the Mayor and City Council of the City of North Miami find that it is in the best interest of the residents of the City to formally establish a “Downtown Action Plan Advisory Committee” to advise the Mayor and City Council on issues relating to the revitalization of the Downtown Area.

NOW THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA:

Section 1. Creation of the Downtown Action Plan Advisory Committee. There is hereby established an advisory committee to be known as the Downtown Action Plan Advisory Committee (“DAPAC”). The DAPAC shall be advisory only, and may be disbanded or reorganized at any time by the Mayor and City Council.

Section 2. Purpose. The purpose of the DAPAC shall be to make recommendations to the Mayor and City Council as needed on issues that represent the consensus of the advisory

committee regarding matters related to the revitalization of the Downtown Area and the implementation of the adopted Downtown Concept & Action Plan.

Section 3. **Membership.** The DAPAC shall be composed of fifteen (15) members appointed by the majority of the City Council.

Section 4. **Composition.** The DAPAC will consist of a City and CRA designee, several community stakeholders, with representation from the City’s local Arts/Cultural, local universities, Film industry and downtown business community.

Section 5. **Terms.** Appointments to the DAPAC shall be for two-year terms. When a committee member’s term expires, the member shall continue to be an active member until such time that the City Council re-appoints or makes a new appointment.

Section 6. **Compensation.** Each committee member shall serve without compensation or reimbursement.

Section 7. **Adoption of Bylaws.** The Mayor and City Council of the City of North Miami hereby approve and adopt the bylaws of the DAPAC attached hereto as Exhibit “1.”

Section 8. **Effective Date.** This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by a _____ vote of the Mayor and City Council of the City of North Miami, Florida, this _____ day of _____, 2015.

DR. SMITH JOSEPH
MAYOR

ATTEST:

MICHAEL A. ETIENNE, ESQ.
CITY CLERK

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

ROLAND C. GALDOS, ESQ.
INTERIM CITY ATTORNEY

SPONSORED BY: MAYOR SMITH JOSEPH, D.O., PHARM. D.

Moved by: _____

Seconded by: _____

Vote:

Mayor Smith Joseph, D.O., Pharm. D.	_____ (Yes)	_____ (No)
Vice Mayor Carol Keys, Esq.	_____ (Yes)	_____ (No)
Councilman Scott Galvin	_____ (Yes)	_____ (No)
Councilman Alix Desulme	_____ (Yes)	_____ (No)
Councilman Philippe Bien-Aime	_____ (Yes)	_____ (No)

BYLAWS OF THE DOWNTOWN ACTION PLAN ADVISORY COMMITTEE

Powers and Duties.

The purpose of the members of the DAPAC is to assist in the implementation of the recommendations of the adopted Master Plan; The DAPAC will also assist in the creation of the conceptual plan and community meetings envisioned for the downtown. Members are to regularly attend DAPAC meetings and contribute constructively out of the experience and knowledge that they possess; Understand and articulate the DAPAC's purpose, responsibilities and work plan; Communicate and coordinate with the member's constituent group to represent the group's perspective on key issues and convey information from the DAPAC back to the stakeholders; Act as an ambassador for the Action Plan with peers, neighbors and colleagues to further build momentum, participation and constructive feedback on the process and the Master Plan and the future revitalization of the Downtown area; Review and provide comments/recommendations on project materials and draft plans; and Participate actively in and help market the project's community outreach efforts.

Membership; terms; vacancies; removal.

A. Membership.

1. The Downtown Action Plan Advisory Committee shall be composed of fifteen (15) members appointed by the majority of the city council.
2. The composition of the committee shall be:

A City and CRA designee, as well as several key community stakeholders, with representation from the City's local Arts/Cultural, local universities, Film industry and downtown business community. Examples include, but are not limited to a representative from MOCA, downtown business owners/tenants, chamber of commerce representatives, Business Development Board Representative, University partners, and other stakeholders.

- B. Terms.* Appointments to the Downtown Action Plan Advisory Committee shall be for two-year terms. When a committee member's term expires, the member shall continue to be an active member until such time that the City Council reappoints or makes a new appointment.
- C. Vacancies.* Appointments to fill any vacancies shall be made by the City Council and shall be for the remainder of the unexpired term.
- D. Removal.* Members can be removed from office for good cause by three-fifths (3/5) vote of the city council. An example of good cause will be failing to attend three (3) consecutive meetings without a committee-approved excuse, or a finding of the majority of the committee, as expressed upon the minutes of the committee, that participation and attendance by such member is not satisfactory and a replacement is needed.

Meetings; quorum; required vote.

- A. *Meetings.* The Downtown Action Plan Advisory Committee shall hold a regularly scheduled meeting once a month at a specific time in a specific place and provide in its bylaws for holding special meetings.
- B. *Quorum; required vote.* Two-thirds (2/3) majority of the current membership shall constitute a quorum for the transaction of business. An affirmative vote of a majority of the members present shall be necessary to approve a motion.

Officers; staff.

- A. *Officers.* The committee shall select one (1) of its members as its chairperson and another as vice-chairperson. Terms of all officers shall be for one (1) year, with eligibility for reelection.
- B. *Staff.* The Director of Community Planning and Development shall designate staff for the committee. The staff member will be responsible for taking minutes at the monthly meetings and distributing minutes to the committee.

Rules and records.

The Downtown Action Plan Advisory Committee may establish such rules of procedure as it may determine necessary to carry out its duties. All meetings shall be conducted in accordance with Florida law and written records of the proceedings shall be a public record maintained and filed with the Community Planning and Development department.

The committee's fiscal year shall coincide with that of the city. All funds of the committee shall be received, held, secured, audited and accounted for like other public funds by the appropriate fiscal officers of the City. The funds shall be used for the purposes authorized.

dapac

2014-2015 UPDATE

Changing the landscape in downtown North Miami



A message from the Mayor
Smith Joseph, DO, Pharm D

It is indeed an honor and privilege to serve the City of North Miami, South Florida's municipality that's on the move. I am proud to lead a

City with a dynamic downtown district that boasts a first class museum of art, offers mouth watering cuisines from a myriad of nationalities from across the globe, and a destination known for a tradition of historic parades and exciting festivals.

I look forward to further creating a place with complete streets shared by walkers, bikers and drivers who desire to either live, work or recreate in North Miami.

I fully recognize the importance of capital improvement projects that serve as a catalytic economic development tool which spurs and incentivizes private investment in the City. As such, I am committed to promoting projects that enhance the aesthetic appeal of North Miami's downtown streetscape, improve the efficiency of the water and sewer systems and expand the vast canopy of street trees.

I am happy to have the Downtown Action Plan Advisory Committee (DAPAC) on board as important stakeholders committed to implementing the vision of the Downtown Concept Plan. You can be assured that together we will continue to work to make our downtown more than a pass-through corridor and instead a desirable, vibrant South Florida destination.



A message from the Committee Chair
John Stembridge

Location, location, location is the mantra of the real estate market and North Miami is potentially a prime commercial center. It is halfway

between the Miami and Fort Lauderdale International Airports, and between Port of Miami and Port Everglades. These four ports facilitate millions of passengers and cargo annually representing billions in trade and commerce. Our city is now well positioned to obtain a slice of that economic pie.

Recently Mayor Smith Joseph and our council adopted a more progressive and welcoming Comprehensive Master Land Use Plan that lays the groundwork for reaching out to global companies. Much like Coral Gables was able to attract the headquarters of over 500 major corporations when it provided a larger central business district.

In addition to studying what is needed to advance our water/sewer system, landscaping, beautification, parking, business attraction and transportation, DAPAC has also discussed some of the advantages of building a major Civic Center in the central business district. In addition to global business trade shows, the Center could also host musicals, theatricals, and light sporting events which could be a larger financial magnet than anything the City currently has.

DAPAC stands ready and willing to help move North Miami into its future and fulfillment of its highest potential.

Committee Members

Mayor John Stembridge
Stembridge Furniture
Committee Chair
Chamber of Commerce

Fred Stock
Jewish Community Services
of South Florida
Committee Vice-Chair
Downtown Property Owner

Alexandra Barbot
Haitian American
Historical Museum
Arts/Cultural

Stuart Grant
FIU
Education Representative

Suzanne Isa
Isa Design & Marketing
Downtown Business Owner

Jason James
CPH, Inc.
Architect/Engineer

Clark Reynolds
FARR Building, LLC
Historian/Long Time
Business Owner

Alexis Sanfield
Luna Star Cafe
Downtown Business Owner

Max Wolfe Sturman
Max Wolfe Architect
Business Development
Board Representative

Lynda Westin
South Florida Regional
Transit Authority

City of North Miami

Tanya Wilson-Sejour, AICP
Planning Zoning &
Development Director

Brittni Duria
Senior Planning Technician

ROLES & RESPONSIBILITIES

The purpose of the DAPAC committee is to assist in the implementation of the recommendations of the adopted Master Plan; the DAPAC will also assist in the creation of the conceptual plan and community meetings envisioned for the downtown.

- Members are to regularly attend DAPAC meetings and contribute constructively out of the experience and knowledge that they possess
- Understand and articulate the DAPAC's purpose, responsibilities and work plan
- Communicate and coordinate with the member's constituent group to represent the group's perspective on key issues and convey information from the DAPAC back to the stakeholders
- Act as an ambassador for the Action Plan with peers, neighbors and colleagues to further build momentum, participation and constructive feedback on the process and the master Plan and the future revitalization of the Downtown area
- Review and provide comments/recommendations on project materials and draft plans to the city council
- Participate actively in and help market the project's community outreach efforts

ACTIVITIES

DAPAC had the pleasure of hearing the following presentations over the course of the last year:

Downtown Concept Plan
Alex David/Corradino Group

Art & Culture Focus
Babacar M'bow/MOCA Director

CRA Role
Arthur Sorey/City of North Miami

Tri Rail Coastal Link
Lynda Weston/South Florida
Regional Transit Authority

Complete Streets
Stuart Grant/FIU

City Water & Sewer Capacity
Wisler Pierre-Louis/
Public Works Director

Pending Project Grants
Natasha Colebrook-Williams/
Government Affairs

Trees in the Downtown Corridor
Kent Wallia/
Sustainability Administrator

Downtown Monuments
Alexandra Barbot/Haitian
American Historical Museum

**NE 124 Street Roadway
Improvement Project**
Wisler Pierre-Louis/
Public Works Director

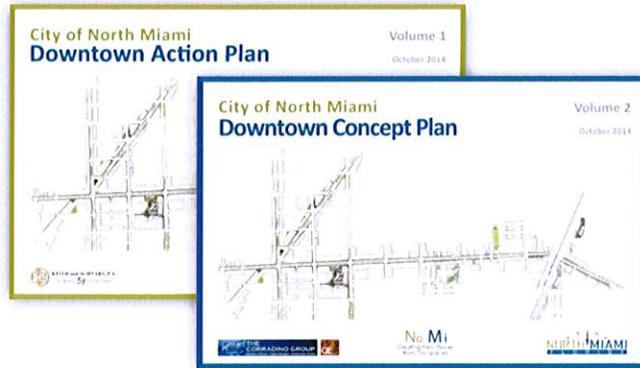
NE 125 Street Design
John O'Brien/
Transportation Planner

Street Tree Management Plan
Kent Wallia/
Sustainability Administrator

ACCOMPLISHMENTS

1

The newly formed North Miami DAPAC **created its bylaws and governing structure.**



2

DAPAC **prepared, reviewed and approved a final master Downtown Concept Plan.**

This plan received an Award of Excellence from the American Planning Association for its effort to implement a comprehensive vision and create a vibrant, attractive downtown district. The APA also made special note that this plan linked goals with implementation activities.

3

DAPAC began providing feedback on a list of **9 capital improvement projects.**

Cafe Corners, 4 locations
Cost: \$20,400

NE 8th Avenue Green Trail
Cost: \$1,844,175

Griffing Park Amphitheater
Cost: \$750,000

West Dixie Green Trail
Cost: \$262,600

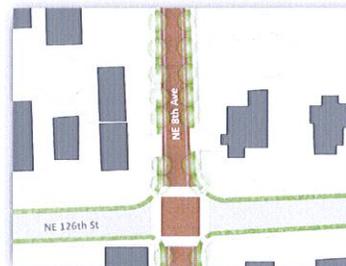
NE 8th Parking Garage
Cost: \$5,250,000

5 Points Intersection
Cost: \$203,137

MOCA Plaza/Civic Center
Cost: TBD

NE 125th Street Liberty Gardens Park
Cost: \$62,550

NE 132nd Street Fountain
Cost: \$104,808



The **NE 8th Avenue Green Trail** project was approved by the CRA in September 2015 and received a grant from the Metropolitan Planning Organization (MPO). It will connect the City's two largest civic complexes - City Hall offices and the Arts/Culture/Design District, North Miami Senior High School and the North Miami

Public Library. Enhancements will include: New crosswalks & reconstructed sidewalks • Decorative paving • Benches & waste receptacles • Distinctive lighting & banners • Shade trees.



The **West Dixie Greenway Trail** was approved by the CRA in October 2015. Beginning at NE 125th Street and W. Dixie Highway, it will connect the commercial activity center along NE 125th Street to Griffing Park. Enhancements will include: Canopy trees and approximately 11,000 square feet of various groundcovers or flowers along path • Directional signs, benches and waste receptacles along path

- Flowering trees, sabal palms and understory plantings at 125th Street
- Iconic sculpture or gateway feature at the entrance to the Greenway Trail.



On 1/27/15 City Council adopted Resolution 2015-R-14 authorizing the designation of the **NE 132nd Street Fountain** known as the Pioneer Fountain located at the intersection of NE 132nd Street, NE 9th Avenue and West Dixie Highway as a local historic landmark. The structure was built as a public art

monument in 1923 by developer Edward Constance and stands as the oldest monument in the City. This monument is now protected from future demolition and allows the City to be eligible to apply for restoration grants.

what's next

DAPAC will continue to work on items from the list as well as adding new projects that benefit the businesses and residents of the City of North Miami.

pending

- Cafe Corners, 4 locations
- Griffing Park Amphitheater
- NE 8th Parking Garage
- MOCA Plaza/Civic Center
- NE 125th Street Liberty Gardens Park
- 5 Points Intersection

new

- Assisting CRA with update of Master Plan
- Supporting implementation of tree inventory plan & plantings
- Outdoor plaza movie nights/film festival
- Branding/marketing of downtown
- Planning for NoMi train station & downtown linkage

Map of downtown North Miami

