



# **MIAMI-DADE COUNTY FINAL OFFICIAL MINUTES Metro Miami Action Plan Trust**

Office of the Metro Miami Action Plan Trust  
19 West Flagler Street  
Mezzanine Room 106  
Miami, Florida 33128

April 16, 2003  
As Advertised

Harvey Ruvin, Clerk  
Board of County Commissioners

Kay Madry Sullivan, Director  
Clerk of the Board Division

Jovel Shaw, Commission Reporter  
(305) 375-5108



**METRO-MIAMI ACTION PLAN TRUST  
MEETING OF APRIL 16, 2003**

The Metro-Miami Action Plan (MMA) Trust convened at 12:43 p.m, on April 16, 2003, at the Office of Metro-Miami Action Plan, 19 West Flagler Street, Mezzanine - Room 106, there being present Chairperson Dr. Marty Pinkston; Chair-Elect Mr. John T. Jones, Jr.; Trust members: Mr. Miguel A. Amion, Sr., Dr. Bradford Brown, Mr. Torris Cooper, Mr. Tony Crapp, Jr., Ms. Beverly Kovach, Mr. Benedict P. Kuehne, Ms. Greicy Lovin Meighan, Ms. Ruth Page, Mr. Herbert Robinson, Dr. Marzell Smith, and Mr. Daniel A. Wick; (The following member was an excused absence: Ms. Effie McCartney-Donaldson); (The following members were absent: Mr. Arthur J. Barnes, Ms. Marie B. Hyppolite, Mr. Andre McAden and Ms. Cynthia A. Stafford); MMA President/CEO Vincent Brown; Staff members: Ms. Cindy Campbell, Ms. Laverne Carlisle, Mr. Jose Gonzalez, Ms. Joann Hicks, Mr. Caesar Phillips, Ms. Traci Pollock, Ms. Natelege Powell, Mr. William Simmons, Ms. Gloria Taylor, Mr. Jeffrey Watson and Mr. Aaron Weeks; and Deputy Clerk Jovel Shaw.

Chairperson Pinkston called the meeting to order at 12:43 p.m. and asked for any changes to today's agenda. She requested that agenda item II (E) entitled, "Carrie Meek Event" be added to the agenda and that agenda item II (D) be changed from "Conference Line Item Budget" to "Conference."

Chair-Elect Jones requested that agenda item III (A) 9 entitled, "Request for Internal Audit" be added to the agenda.

Ms. Lovin-Meighan requested that agenda item I (B) 4(a) entitled, "HAP Program" be added to the agenda.

Mr. Robinson requested that agenda item II (F) entitled, "Hall of Fame Award" be added to the agenda.

It was moved Ms. Kovach that the Trust's meeting agenda be adopted as amended. Mr. Amion seconded this motion.

Upon Chairperson Pinkston's request, the motion to adopt the agenda was withdrawn.

Mr. Brown requested that agenda item II (G) entitled, "Northside Metrorail Project" be added to the agenda.

It was moved Ms. Kovach that the Trust's meeting agenda be adopted as amended to include I (B) 4(a), II (E), II (F), II (G), III (A) 9 and to include the change in title to agenda item II (D). This motion was seconded by Mr. Amion, and upon being put to a vote, passed unanimously by those members present.

## **APPROVAL OF MINUTES (Clerk of Courts)**

February 19, 2003

Chairperson Pinkston requested approval of the foregoing minutes be deferred in order to allow Trust members an opportunity them.

### **I. MONTHLY STATUS REPORTS**

#### **A. Action Committees**

- 1. Criminal Justice Sensitivity Action Committee**
- 2. Education Action Committee**
- 3. Community Economic Development Action Committee**
- 4. International Trade Committee**

Chairperson Pinkston stated the foregoing reports were submitted for informational purposes.

Mr. Amion stated there was no report from the International Trade Committee due to no assignment of staff to the committee.

The Trust accepted the foregoing reports.

Mr. Kuehne requested that a report be prepared indicating when staffing would be made available for the International Trade (IT) Committee.

Chairperson Pinkston stated the staffing issue would be addressed as it pertained to the IT Committee.

Mr. Jones stated the Criminal Justice Sensitivity Action Committee would be meeting on April 22, 2003, at the Joseph Caleb Community Center to discuss Teen Court. He invited all interested Trust members and private citizens to participate in this meeting. Mr. Jones stated discussion would be held regarding the Teen Court process and the Request for Proposals for programming.

Dr. Brown commended staff on their efforts to reach the constituents in the community based upon the March Monthly Report for the MMAP Homeownership Assistance Program.

#### **B. Units/Sections/Divisions**

- 1. Fiscal Management**
- 2. MLK Academy**
- 3. Teen Court**
- 4. Housing**
  - a. Housing Assistance Program (HAP)**

Ms. Lovin-Meighan commends staff on their due diligence on the foregoing initiative. She stated the Executive Committee heard a presentation by the Human Services (HS) Coalition. She noted the HS Coalition worked with employers in the community to ensure that adequate health care and other programs that may be beneficial to employees from low-income families were provided. Ms. Lovin-Meighan discussed the Real Benefits Program that offered various programs to low-income families. She concluded by stating that the Trust would partner with the HS Coalition to ensure that the information reached the targeted community in Miami-Dade County.

Mr. Lauren Daniel, a representative, the Human Services Coalition, appeared before the Trust to briefly discuss the economic benefits of the Coalition to low-income employees and why it would like to partner with MMAP. He indicated that as the Coalition identified sites and programs, emphasis would be placed on areas populated by low-income families, specifically the Haitian community. He noted the availability of funding which the Coalition intended to apply for in order to assist low-income families.

Chairperson Pinkston stated the Trust supported the foregoing initiative and asked that the Committee move forward with the process to assist the Human Services Coalition.

#### **4. Economic Development**

Chairperson Pinkston stated the foregoing report was submitted for informational purposes.

### **II. PRESIDENT ITEMS**

#### **A. National Youth Service Day 2003**

The foregoing item was not presented.

#### **B. MOA Abstinence between Strong Teens, Inc.**

Mr. Brown presented the foregoing Memorandum of Approval entitled “Abstinence Between Strong Teens, Inc. Request”, for which there was no staff recommendation.

#### **C. Newly Appointed MMAP Nominating Council Members**

Chairperson Pinkston introduced Mr. Charles Scott II who was present at today’s meeting and appointed by the Board of County Commissioners to serve as a member of the MMAP Trust Nominating Council. She presented the memorandum from Mr. Brown entitled “Newly appointed MMAP Nominating Council Members” which informed the Trust of the appointment of the following persons to serve on the MMAP Trust Nominating Council: Charles C. Scott, II, Eugenia Anderson, Roman Gastesi, Jr. and Walter Thomas Richardson.

In response to Dr. Smith's concern, Chairperson Pinkston reassured him that the nominating council members would receive an orientation by Ms. Hicks.

#### **D. MMAP Annual Conference**

Mr. Brown presented an oral status report of the MMAP Annual Conference budget. He noted the original Conference budget did not include the cost for the action committee workshops to be paid out of each respective Committee budget. Mr. Brown stated the foregoing matter impacted the overall Conference budget. He pointed out there was a shortfall in the media and marketing cost in the approximate amount of \$45,000. Mr. Brown stated that currently the MMAP Annual Conference budget was \$273,110, which included the cost for the concert and the committee workshops.

Mr. Crapp, Jr. stated, for the record, that he opposed the concert being a part of the MMAP Annual Conference.

Mr. Kuehne suggested that staff and the Trust make the Annual Conference a priority. He requested that every staff member available be utilized to make this conference a success.

Chairperson Pinkston asked that staff make telephone calls to corporations and businesses, which MMAP had done business with to obtain their support for the conference.

Mr. Jones recommended a memorandum be prepared and distributed to the County Manager for County employees to participate in the annual conference and recommended that a booth be set-up in the Stephen P. Clark Government Center to inform county employees and others of the MMAP 20<sup>th</sup> Annual Conference. He also informed the Trust that a letter would be sent to the City of Miami Manager to request participation from City of Miami employees.

In response to Mr. Jones' comments regarding student participation, Mr. Brown responded students from Teen Court could volunteer to participate in the annual conference.

Ms. Pollock presented the marketing efforts that were being put forth to publicize the MMAP 20<sup>th</sup> Annual Conference.

Following further discussion among Trust members and staff regarding youth participation, corporate sponsors and the carryover budget for Teen Court, Chairperson Pinkston requested that the foregoing matter be deferred until later in the day. She stated that each Trust member would receive two complimentary tickets for the Nancy Wilson concert. Dr. Pinkston also asked that Trust members provide a list of persons such as elected officials and corporate sponsors who would receive complimentary tickets and a letter from the Trust inviting them to the concert.

Upon Dr. Smith's inquiry regarding the awards to be presented at the MMAP 20<sup>th</sup> Annual Conference, discussion ensued among the Trust members regarding the Committee's recommendation for the presentation of awards.

Chairperson Pinkston announced the recommendation to the Trust was the following:

Education	Sam Gates, Miami-Dade County Public Schools
Criminal Justice	Carlos Alvarez, Miami-Dade Police Department
Economic Development	to be announced
International Trade	Miami-Dade County Commissioner Jose "Pepe" Diaz, District 12
Housing	Robert Smith
Dewey Knight Award	Miami-Dade County Board of County Commissioners Chairperson Dr. Barbara Carey-Shuler

The Trust accepted the foregoing recommendation of awards to be presented at the MMAP 20<sup>th</sup> Annual Conference.

#### **E. Carrie Meek Event**

Following Chairperson Pinkston's request for Trust members to attend the Carrie P. Meek Recognition Luncheon, the following Trust members indicated they would attend on the Trust's behalf: Dr. Marzell Smith (2 tickets), Ms. Ruth Page (1 ticket), Mr. Vincent Brown (2 tickets) and the balance of the seats at the table would be donated to the Carrie P. Meek Foundation.

#### **F. Hall of Fame Award**

Mr. Robinson presented the request for the 1<sup>st</sup> Miami-Dade Community College – Hall of Fame Award to honor alumni friends and supporters. He noted the event would be held on May 1, 2003, 6:00 p.m., at the Parrot Jungle Island Ballroom located on Watson Island. Mr. Robinson recommended that the Trust purchase two tickets at \$200.00 per ticket.

Mr. Robinson moved that the Trust purchase two tickets for the 1<sup>st</sup> Annual Miami-Dade Community College – Hall of Fame Award. This motion was seconded by Ms. Lovin-Meighan, and upon being put to a vote, passed unanimously by those members present.

It was indicated that Chairperson Pinkston and Dr. Smith would be attending this event on the Trust's behalf.

#### **G. Northside Metrorail Project**

The foregoing item was not presented.

### **III. TRUST ITEMS**

#### **A. Memorandum of Approval**

##### **1. MOA Miami-Dade Chamber of Commerce Annual Awards Banquet**

Chairperson Pinkston presented the foregoing Memorandum of Approval entitled "Miami-Dade Chamber of Commerce Annual Awards Banquet" that requested sponsorship in the 2003 Annual Awards Banquet Souvenir Book.

Mr. Crapp, Jr. noted his recommendation that MMAP purchase a full-page advertisement in the Miami-Dade Chamber of Commerce Souvenir Book.

It was moved by Mr. Crapp, Jr. that the Trust approve an expenditure in the amount of \$300.00 from the Charitable Contribution fund to purchase a full page advertisement in the Miami-Dade Chamber of Commerce's Souvenir Book for its 2003 Annual Awards Banquet. Dr. Smith seconded this motion.

Following discussion among members of the Trust regarding its membership with the Miami-Dade Chamber of Commerce (MDCC) and the MDCC participation in the 20<sup>th</sup> Annual MMAP Conference, Mr. Brown informed the Trust that he would be meeting with the MDCC to discuss the development of a partnership and the MDCC participation in the Annual Conference.

Upon being put to a vote, the motion to approve the expenditure, passed by a vote 13-0, (Trust members Mr. Barnes, Ms. Cartney-Donaldson, Ms. Hyppolite, Mr. McAden and Ms. Stafford were absent).

##### **2. MOA Emergency Response Initiative**

Ms. Lovin-Meighan presented the foregoing Memorandum of Approval entitled "Emergency Response Initiative" which recommended the authorization of available state documentary stamp surtax funds in an amount not to exceed \$600,000 to implement an Emergency Response Initiative to rehabilitate affordable homes damaged by the tornado of March 7, 2003.

Mr. Kuehne recommended a press release and notification be given to the Mayor and the Manager regarding this initiative. He also recommended that the Miami-Dade Chamber of Commerce be notified of potential business opportunities.

It was moved by Mr. Jones, Jr. that the Trust approve an allocation of unbudgeted Documentary Stamp Surtax Funds in the amount of \$600,000 to implement the Emergency Response Initiative to rehabilitate affordable homes damaged by the tornado of March 27, 2003. This motion was seconded by Dr. Smith, and upon being put to a

vote, passed by a vote of 13-0, (Trust members Mr. Barnes, Ms. McCartney-Donaldson, Ms. Hyppolite, Mr. McAden and Ms. Stafford were absent.)

Ms. Lovin-Meighan commended staff and the consultants on their efforts to implement the foregoing initiative.

### **3. MOA to Increase the Maximum Purchase Price for the MMAP HAP Program**

Ms. Hicks presented the foregoing Memorandum of Approval entitled “Increase the maximum purchase price for the MMAP HAP Program” which recommended that the Trust grant approval to increase the maximum purchase price of single-family homes according to Federal Housing Administration maximum mortgage limits.

It was moved by Mr. Crapp, Jr. that the Trust approve the increase to MMAP Housing Assistance Program's maximum purchase price according to the Federal Housing Administration maximum mortgage limits. This motion was seconded by Ms. Kovach, and upon being put to a vote, passed unanimously by those members present.

### **4. MOA Authorization to Allocate Funds to Establish an Administrative Budget**

Mr. Robert Henderson, Chairman, MMAP Foundation, Inc. presented the Memorandum of Approval entitled “Authorization to Allocate Funds to Establish an Administrative Budget for Operational Activities related to the MMAP Foundation,” which recommended that the Trust approve funding in the amount of \$100,000 to the Foundation to defray administrative costs and its economic development activities be subject to review by the Community and Economic Development Action Committee.

Mr. Henderson stated Mr. Ralph Williams who originally designed MMAP’s logo was currently developing the logo for the Foundation.

Discussion ensued among the Trust members regarding the availability of funding in the budget to approve the foregoing recommendation.

Mr. Crapp, Jr. suggested that the foregoing matter be discussed at the Annual MMAP Trust and Staff Retreat. He thanked Mr. Henderson for responding to his concern raised at the last Trust meeting.

Mr. Brown informed the Trust of a meeting held with the County Manager regarding the reorganization of County government and the separation of the MMAP Trust from the County as an independent agency. He also noted, if the County continued to move in that direction to separate MMAP from the County, the Trust should consider a merger of the Trust and the Foundation. Mr. Brown also informed the Trust that certain groups present at this meeting discussed MMAP’s mission and what direction it should be moving in order to downsize County government. He noted there was also discussion regarding the

similarity between the Urban Economic Revitalization Task force and MMAP, for a potential consolidation of resources and efforts.

Discussion ensued among members of the Trust and staff regarding staff's recommendation to approve a grant in the amount of \$100,000 to the MMAP Foundation for administrative costs to become an independent agency, the organizational structure of the Foundation and the development of a Memorandum of Understanding (MOU) for economic development.

Chair-Elect Jones discussed the creation and the waiver of the sunset provision contained in the ordinance regarding MMAP. He further discussed when MMAP was being reviewed, the needs of the community were revisited and noted as long as the need was present MMAP would be sustained to address those needs. Mr. Jones pointed out that before the Trust granted funding to the Foundation for administrative costs, the Foundation needed to be revisited to ensure that the Trust put forth effort to strengthen the Foundation.

Chairperson Pinkston asked that Mr. Brown obtain a County Attorney Opinion (CAO) regarding the governing documents pertaining to the creation of the MMAP Foundation and present the CAO to the Trust.

Mr. Henderson further discussed the relationship of the Trust and the Foundation and the Foundation becoming independent with the Trust support.

Mr. Brown stated a CAO was issued regarding the Miami-Dade Housing Agency's creation of the Miami-Dade Community Development Corporation (MDCDC) which was similar to the MMAP Trust as it had County employees serving on the Board of Directors and it was a not-for-profit organization. He indicated the CAO stated that the County employees had to relinquish their positions on the Board due to much oversight of the not-profit organization. Mr. Brown concluded by stating he would provide a copy of that opinion along with the CAO being requested by the Trust.

Ms. Lovin-Meighan requested that the issue of the MMAP Foundation be deferred for further discussion at the Annual MMAP Trust Retreat.

Mr. Kuehne requested that the Chairman of the Foundation present different proposals of the 16-month projected operational budget for the Foundation to include on-going projects and projects to be developed. He also asked that the Trust consider when making grants to the Foundation in the future, the grants include an overhead operational cost.

Following discussion among members of the MMAP Trust, Chairperson Pinkston advised the Trust of the recommendation by Mr. Jones that all economic development activities by the Foundation be subject to review by the Community and Economic Development Action Committee which was part of the recommendation for approval.

It was moved by Ms. Lovin-Meighan that the Trust defer the foregoing MOA to the MMAP Annual Trust Retreat for further discussion regarding the relationship between the MMAP Trust and the MMAP Foundation. This motion was seconded by Mr. Crapp, Jr., and upon being put to a vote, passed unanimously by those members present.

Dr. Smith expressed his concern with Ms. Hicks being the Acting Executive Director of the MMAP Foundation.

### **5. Presentation by Mother Page**

Ms. Page requested the Trust's assistance to lease a building for elderly citizens in the South Dade community

Following discussion among the members of the Trust, Chairperson Pinkston asked that staff be assigned to assist Ms. Page.

### **6. Community Partnership Presentation**

See Agenda Item IIIA7.

### **7. Presentation by Lonna Tucker Community Development Group Enterprises**

Ms. Hattie Woods made a brief oral presentation regarding the Community Development Group (CDG) Enterprises and introduced members of the enterprise, Mr. Anthony Davis, Mr. Calvin Joy, Ms. Lonna Tucker and Mr. Hank Thomas who were present.

Mr. Joy discussed an upcoming project to be implemented by CDG Enterprises located in the Golden Glades Interchange entitled, "College Park Dormitory". He stated the dormitory would house college students in the surrounding area. Mr. Joy noted Florida Memorial; Florida International University, Johnson and Wales and Barry University colleges had been contacted for their participation in this project. He asked that the Trust review their proposal and allow CDG Enterprises to make a formal presentation at the next Trust meeting.

In response to Chairperson Pinkston's inquiry, Mr. Joy stated CDG Enterprises was seeking funding assistance in the amount of \$200,000 from MMAP to provide low-cost housing to college students and creation of approximately 60 jobs for the students at this site.

Discussion ensued in connection with the foregoing project on how this project would tie into this community and how the Trust would measure projected jobs.

In response to Mr. Kuehne's request that CDG Enterprises provide its business plan to staff, Ms. Kovach suggested the Loan Committee consider the foregoing matter prior to the plan being submitted to staff.

Chairperson Pinkston requested that the Executive Committee review the foregoing matter.

Mr. Jones informed the Trust that the Community and Economic Development Action Committee had reviewed the foregoing matter. He asked that consideration be given to partnering with Miami-Dade Transit for shuttle transportation services from the dormitory to the colleges.

Chairperson Pinkston stated consideration and approval by the Trust of the partnership should be done prior to any efforts being put forth on this project.

Ms. Woods stated CDG Enterprises invited MMAP to be a partner in this initiative due to MMAP's experience in the community.

Mr. Brown asked that CDG Enterprises provide a copy of their business plan to him within two weeks.

Mr. Kuehne requested that staff follow-up to determine if any of the colleges had made commitments to this project.

#### **8. Presentation on the Black Resource Directory**

The foregoing presentation was not presented.

#### **9. Request for Internal Audit**

Ms. Lovin-Meighan stated based upon discussion by the Trust over the years, prior to Mr. Brown's appointment as Executive Director of MMAP, a concern had always existed with MMAP's accounting system.

Chairperson Pinkston pointed out it was prudent for the Budget Committee to reconvene for further review and present a recommendation to the Trust regarding an external audit for MMAP. She asked that the recommendation outlines the cost for the audit, the timeframe to be covered, and whether the audit would be it was operational or financial.

In response to Mr. Kuehne's question, Mr. Brown advised, if the Trust desired to expedite this process, a consultant could be chosen from the County's pool and a cost proposal would provided from the chosen consultant.

Following discussion among the Trust members, Mr. Kuehne requested that staff meet with one of the consultants from the County's pool and present a recommendation at the next Trust meeting.

#### **ADJOURNMENT**

There being no further business to come before the Trust, the meeting was adjourned at 3:13 p.m.

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Chairperson Dr. Marty Pinkston