



MIAMI-DADE COUNTY FINAL OFFICIAL MINUTES Metro Miami Action Plan

Board of County Commissioners

Stephen P. Clark Government Center
Commission Chamber
111 NW 1st Street
Miami, Florida 33128

Meeting Date:

September 20, 2006
19 W. Flagler Street, #M-106
Miami, Florida

Prepared by:

Harvey Ruvlin, Clerk
Board of County Commissioners

Kay Madry Sullivan, Director
Clerk of the Board Division

Reporter:

Mary Smith-York, Commission Reporter
(305) 375-1598



**FINAL OFFICIAL MINUTES
METRO-MIAMI ACTION PLAN TRUST
MEETING OF SEPTEMBER 20, 2006**

The Metro-Miami Action Plan Trust (MMAP) convened a meeting at the Office of MMAP Trust Board Room, 19 West Flagler Street, Mezzanine Room #106, on September 20, 2006 at 12:00 Noon, there being present: Chairperson John T. Jones, Jr., Mr. Arthur J. Barnes, Mr. Tony E. Crapp, Jr., Ms. Marie B. Hyppolite, Ms. Beverly Kovach, Mr. Benedict P. Kuehne, Ms. Greicy Lovin-Meighan, Dr. Marty Pinkston, Mr. Herbert Robinson, Dr. Marzell Smith and Mr. Daniel A. Wick, Jr. (Trust members Ms. Veldrin Freeman, Mr. Omar Malone, Ms. Cynthia Stafford, and Mr. Hannie L. Woodson were absent).

ROLL CALL:

Staff members present were: Mr. Milton Vickers, President/CEO; Ms. Cindy Campbell, Mr. Brian Clarke, Mr. John Dixon, Mr. Jose Gonzalez; Ms. Fawzia Hack, Secretary to the Director; Ms. Joann Hicks; Mr. Caesar Phillips, Mr. William Simmons; Mr. Joey Walker; and Deputy Clerk Mary Smith-York.

Chairperson Jones called the meeting to order at 12:24 p.m. and noted the first order of business would be the approval of the minutes.

APPROVAL OF MINUTES:

It was moved by Dr. Pinkston that the minutes of the June 21, 2006 meeting be approved as presented. This motion was seconded by Dr. Smith, and upon being put to a vote, passed by a unanimous vote.

It was then moved by Mr. Crapp that the minutes of July 7, 2006 meeting be approved as presented. This motion was seconded by Ms. Hyppolite, and upon being put to a vote, passed by a unanimous vote.

MOTION TO SET THE AGENDA:

The following requests for changes to today's agenda were made:

Mr. Crapp requested Item III.B.1 – Discussion regarding the Martin Luther King, Jr. Office Plaza as site for next Trust meeting be added;

Dr. Pinkston requested Item III.A.1 be deferred to the October 18, 2006 Trust meeting; and

Dr. Smith requested Items I.A.2, 3, 3 - Education, Community and Economic Development, and Legislative Action Committees be added.

It was moved by Ms. Kovach that the agenda be accepted with the requested changes. This motion was seconded by Dr. Pinkston, and upon being put to a vote, passed by a unanimous vote of members present.

Later in today's meeting, Chairperson Jones accepted the request by Mr. Barnes that a Citizen's Presentation regarding the Action Agency by Mr. and Mrs. McClain be added.

I. MONTHLY STATUS REPORTS

A. Action Committee

1. Criminal Justice Sensitivity Action Committee

2. Education Action Committee

In response to Dr. Smith's suggestion that the invoices for students referred to MLK be submitted to the School Board on a monthly basis, Mr. Kuehne asked the MLK Oversight Committee Chair to prepare a proposal for consideration by the Trust.

Dr. Smith expressed concern that he had not been successful in his attempts to obtain photographs taken of the Annual Civil Rights Educational Tour.

In response to Dr. Smith's inquiry as to why only one person was provided an explanation as to why no payment was received during a particular pay period, Mr. Vickers advised that the letter in the agenda package served as a sample. He confirmed that each of the four (4) employees who were not paid received a letter explaining the reasons.

3. Community Economic Development Action Committee

4. Legislative Action Committee

B. Units/Sections/Divisions

1. Fiscal Management

2. MLK, Jr. Academy

Mr. Frank Tarrau provided a status report for the Martin Luther King, Jr. Leadership Academy and noted the successful promotion of students during the first month of the school year. He read the statistics of enrollment as stated in his report contained in today's agenda package.

a. MLK Payroll

3. Teen Court

4. Housing

a. Channel 10 HAP Lottery Video News Clip

II. PRESIDENT ITEMS

A. President Action Items

1. FMU Entrepreneurial Institute (MOA)

Mr. Vickers, President/CEO, MMAP Trust, provided an historical overview of the foregoing Memorandum of Approval to authorize staff to execute a contract with the Florida Memorial University for the Fiscal Year 2006-07. He noted this was a recurring grant used to operate the Institute and provide assistance to the Entrepreneurial Mobile Unit. Mr. Vickers commended the organization for its performance during this past fiscal year which surpassed contract standards. He noted staff recommended the Trust authorize funding in the amount of \$124,695.00 from the Economic Development budget through the proceeds from occupational license fees. Mr.

Vickers stated Dr. Mann had been informed that if the required funding continued to increase each year, additional funding sources would be considered.

It was moved by Ms. Kovach that the Trust accept staff's recommendation to approve authorization of the President/CEO to enter into a contract with Florida Memorial University Entrepreneurial Institute for the period of October 1, 2006 to September 30, 2007 in the amount of \$124,695.00 from the Economic Development Budget. This motion was seconded by Dr. Marzell Smith, and upon being put to a vote, passed by a vote of 9-0 (Trust Member Dr. Pinkston abstained due to a conflict of interest and members Ms. Veldrin Freemon, Mr. Omar Malone, Ms. Cynthia Stafford, Mr. Daniel Wick, and Mr. Hannie L. Woodson were absent).

Mr. Vickers announced that during the National Association of Counties (NACO) Annual Conference, the MMAP Trust and the Entrepreneurial Institute Mobile Unit, through Florida Memorial University, received the 2006 NAACO Award.

2. Psychological Services for Teen Court

Mr. Vickers stated he informed Chairperson Jones that staff had determined that an open competitive process was the best approach and based upon concerns of the Executive Committee, a Request for Qualifications (RFQ) would be issued. He advised that based upon the RFQ process, a contract would be developed and presented to the Trust for review and approval. Mr. Vickers noted the Trust would not be able to obtain referrals for psychological services until a provider was in place. In response to Mr. Kuehne's inquiry regarding an existing list of vendors, Mr. Vickers stated proper research would be conducted to determine if such a list existed before proceeding with the RFQ.

Dr. Smith expressed concern with developing different proposals for different programs that dealt with the same issues. He recommended the Trust consider developing a generic proposal that encompassed the Teen Court, Martin Luther King Leadership Academy (MLK), and Civil Citation programs.

3. NAACP Dinner and Entertainment Gala

4. Ophelia E. Brown Retirement Celebration

5. Opa-locka Flight Line

Mr. Vickers provided a brief overview of the foregoing proposed request for funding. He noted staff recommended allocating a loan to Opa-locka Flightline (Flightline) based on the purchase of a piece of capital equipment. Flightline was described as a company that provided fueling services to private aircraft at the Opa-locka Airport with excellent growth projections. Potential economic development benefits to the community included employment opportunities. Mr. Vickers emphasized that staff's recommendation today was for approval to acquire the piece of capital equipment to be used to secure the loan if approved.

Chairperson Jones summarized Flightline's historical background information and noted the company leased a terminal at the Opa-locka Airport from which to provide its fueling service and teach aviation/transportation classes. The MMAP Trust assisted Flightline with its State initiatives and planned to provide technical assistance during 2007. Flightline was currently the

only African American-owned company to have an executed agreement with the British Petroleum oil company at an airport.

Discussion ensued regarding the level and feasibility of providing a loan to Flightline and from what source the funds would be taken. Mr. Vickers advised that the \$400,000 would nearly deplete the occupational license fee dollars in the Economic Development budget. He noted Flightline requested \$100,000 in funding. Further discussion was made regarding the value of the equipment securing the loan and the need for additional information in the company's business plan. Emphasis was placed on the time sensitive nature of this proposal since the 2007 Super Bowl event would bring opportunities to assist private aircraft traffic through Flightline. Other issues discussed were Flightline's projected revenues being unrealistic and the feasibility of the Trust providing the entire \$100,000.

Mr. Kuehne suggested the Trust approve staff's recommendation to move this proposal forward to continue negotiating with Flightline representatives to develop a more detailed and comprehensive business plan and proposal, without an agreement.

Ms. Lovin-Meighan expressed concern that Point No. 8 in the proposal showed no indication of leverage dollars and questioned whether the company had started operating yet. She recommended this item be deferred so staff could address the foregoing concerns and bring back a revised proposal for consideration by the Executive Committee.

Chairperson Jones recommended moving this item forward with funding limited to the requested amount and contingent upon staff providing the requested information adequately.

Following further discussion, it was moved by Mr. Crapp that the Trust defer the foregoing proposed item to October 18, 2006, and authorize staff to negotiate with Flightline, LLC, and bring back a proposal containing the information requested for approval by the Trust. This motion was seconded by Dr. Pinkston, and upon being put to a vote, passed by a vote of 11-0 (Trust members Ms. Veldrin Freemon, Mr. Omar Malone, Ms. Cynthia Stafford, and Mr. Hannie L. Woodson were absent).

6. FIU Metropolitan Center Disparity Study

Mr. Vickers provided a brief overview of the foregoing proposed Memorandum of Approval. He referred to the previous studies conducted by the County that addressed economic disparity in the Black community and was instrumental in the creation of the County's Minority Business and Set-aside Ordinance. Mr. Vickers asked the Trust to accept the proposed contract to be used in negotiations with Florida International University (FIU) to conduct a disparity studies addressing education, criminal justice, economic development and employment, housing, and health issues. He explained that the findings would be analyzed by focus groups during the MMAP Trust Conference, and solutions/agencies to address those issues identified. Mr. Vickers advised that FIU would conduct a survey of 600 African Americans/Blacks residing in Miami-Dade County. He stated the cost for the study on all areas would not exceed \$90,000.00 and the timeline for the project would be developed during negotiations. In response to Mr. Carp's inquiry concerning funding streams targeted for this project, Mr. Vickers the different areas involved in the study, including Teen Court, had been identified as dedicated funding sources.

Dr. Smith expressed his objection to another study since the data necessary for analyses was made available through previous studies. He suggested the MMAP Trust Conference be conducted in the same manner as prior years.

Dr. Pinkston questioned what mechanism could provide sufficient outcome measures regarding improvements and positive changes based on findings from a disparity studies.

Mr. Kuehne indicated his support of this particular study because it would include a follow-up community presentation that could lead to development of resources necessary to satisfy, improve, or progress from the disparity findings. He stated the findings from this study would provide information of value to the industry, financial institutions, public/private organizations, grant proposals, and community interest groups.

Dr. Smith recommended consulting Trust members with expertise in the area of the study before actually conducting the study.

Mr. Dario Moreno, Director, FIU Metropolitan Center, appeared and provided a brief summary of what the proposed study would encompass. He provided a sample of the type of statistics this study would provide. Mr. Moreno explained that a subsequent study would be conducted thirteen (13) years later to determine what had and had not progressed in the community. He pointed out that this study would yield objective data in terms of criminal justice and housing figures. Mr. Moreno noted the follow-up survey would generate objective data regarding the community's view about the disparity.

Discussion ensued among Trust members regarding the need to expedite the process once the findings from the study were made available and the need to develop the format for the MMAP Trust conference for approval by the Trust.

In response to Mr. Kuehne's request for a tentative timeline for completion of this study, Mr. Moreno stated the projected completion date as April 2007. Regarding Mr. Robinson's inquiry on what areas of the County would be included, Mr. Moreno advised that a general study of African American communities in the County and specific subsections on the Districts of the four African American Commissioners.

Mr. Vickers advised Trust members that the procurement process for one governmental agency to secure the services of another governmental agency did not require open competitive bid process. He addressed members' concerns regarding the cost and provided positive outcomes resulting from previous studies.

Chairperson Jones suggested the Trust consider requesting funding from the four African American Commissioners.

Mr. Barnes suggested asking other County Departments to assist with the cost of the study as well, since the results would most likely be used by all.

It was moved by Mr. Barnes that the Trust approve authorization of MMAP Trust staff to explore conducting a disparity study in the areas of criminal justice, education, economic development, housing and health with Florida International University (FIU) Metropolitan Center for an amount not to exceed \$90,000.00. This motion was seconded by Ms. Hyppolite, and upon being put to a vote, passed by a vote of 8-3 (Chairperson Jones and Trust members Dr. Pinkston and Dr. Smith voted no; Trust members Ms. Veldrin Freemon, Mr. Omar Malone, Ms. Cynthia Stafford, and Mr. Hannie L. Woodson were absent).

Mr. Kuehne asked staff to work with Dr. Moreno to schedule a meeting at a time he deemed appropriate, to make a presentation before the Trust on the study's progress.

7. HAP External Auditor

Mr. Vickers explained staff's recommendation to hire an outside auditor to audit the Housing Assistance Program expenditures.

Mr. Kuehne expressed concern that the responsibility for engaging an auditor should rest with the Trust Board, rather than staff. He noted approval of this item today would authorize the process but the Trust would ultimately select and negotiate the engagement with the auditor.

Chairperson Jones advised that the Budget Committee would review the list of auditors and submit a recommendation to the Trust for selection.

It was moved by Mr. Kuehne that the Trust approve an audit of the Housing Assistance Program, conducted by an external auditor recommended by the Budget Committee and selected and engaged by the Trust. This motion was seconded by Ms. Lovin-Meighan, and upon being put to a vote, passed by a vote of 10-0 (Trust members Ms. Veldrin Freemon, Mr. Omar Malone, Dr. Pinkston, Ms. Cynthia Stafford, and Mr. Hannie L. Woodson were absent).

8. Pending Underwriting Projects Update

Ms. Joann Hicks, Director, Housing & Economic Development, provided a brief overview of the foregoing proposal. She advised the project was a 160-unit affordable housing project called the Lafayette Square Apartments at 150 NE 79 Street. Ms. Hicks noted this report concerned a pre-construction gap financing loan in an amount to be determined during the underwriting process.

In response to Mr. Kuehne's inquiry as to whether the Red Rock issue, Ms. Hicks advised that a request for withdrawal of the Red Rock proposal would be presented for approval as a separate agenda item. She confirmed that it was not included in the Lafayette Square project.

Following a brief discussion, it was moved by Ms. Kovach that the Trust accept the foregoing report and approve sending it to full underwriting. This motion was seconded by Ms. Lovin-Meighan and upon being put to a vote, passed by a unanimous vote of those members present.

9. Revolving Loan Fund Review

10. Roots In The City, Inc. Funding

Mr. Vickers provided a brief overview of the foregoing proposed Memorandum of Approval. He noted a recent theft of equipment from the Roots in the City organization that resulted in several employees being laid off. Mr. Vickers requested the Trust's approval to award the organization with a grant in the amount of \$5,000.00 to purchase equipment to replace the stolen items.

Mr. Marvin Dunn, Ph. D., Founder, Roots in the City, appeared and advised the organization was located at 1600 NW 3rd Avenue, in Overtown. He reiterated that the requested funds would be used to replace equipment stolen during a recent theft.

It was moved by Dr. Smith that the Trust approve a grant allocation in the amount of \$5,000.00 from the Economic Development budget to the Roots in the City, Inc. organization to purchase tools and equipment to replace the items recently stolen from the organization. This motion was seconded by Ms. Lovin-Meighan, and upon being put to a vote, passed by a vote of 10-0 (Trust members Ms. Veldrin Freemon, Mr. Omar Malone, Dr. Pinkston, Ms. Cynthia Stafford, and Mr. Hannie L. Woodson were absent).

Mr. Kuehne asked Dr. Dunn to provide information on ways the Trust might collaborate with Roots in the City to obtain acknowledgement of the Trust's assistance in providing services to the community.

11. Theodore Gibson Memorial Dinner

Chairperson Jones presented the foregoing proposed Memorandum of Approval and read the prices listed for tickets to the Dinner.

It was moved by Dr. Smith that the Trust approved the purchase of the Sponsor Table package in the amount of \$1,000.00. This motion was seconded by Mr. Wick.

Discussion ensued among the Trust regarding what was included in the Sponsor Table package and past level of support by the Trust for this annual event.

Mr. Kuehne suggested the list be compiled that identified organizations that received funds from the Trust each year. He pointed out that 501 (3) (C) companies received a tax deduction for charitable donations, but that the Trust was not in that category.

Discussion ensued regarding Mr. Vickers' recommendation that funds for sponsorship purposes be allocated into the action committees' budget and the committee's chairperson together with a staff member would approve or deny the Trust's sponsorship. Issues discussed included: what actions the committees would take when no funds or excess funds were in the budget; how to ensure equality among committees; etc.

Mr. Kuehne stated this issue required further discussion. He noted his opposition to contributing to dinners when half of the funds went towards the food and the other half went to the cause. Mr. Kuehne noted no fiscal responsibility policy existed for the Trust's sponsorship of charitable events.

Mr. Crapp suggested an item be placed on the Executive Committee's meeting in October for further discussion on the criteria for the sponsorship policy.

Ms. Lovin-Meighan advised that policy was established for this type of expenditure, but had become indistinct due to the varying amounts of the proposals received. She suggested this policy be revisited and updated to establish distinctive procedure for funding these events.

Further discussion ensued among Trust members concerning Mr. Kuehne's request that the motion maker consider changing the amount to \$600.00.

Following withdrawal of his initial motion, Dr. Smith then moved that the Trust authorize staff to make a contribution in an amount not-to-exceed \$1,000.00 for the Sponsorship Table package for the 2006 Theodore Gibson Memorial Dinner. This motion was seconded by Mr. Wick, and upon being put to a vote, passed by a vote of 10-0 (Trust members Ms. Veldrin Freemon, Mr. Omar Malone, Dr. Pinkston, Ms. Cynthia Stafford, and Mr. Hannie L. Woodson were absent).

B. President Information Items

1. Dr. Herman Dorsett's Post-Retreat Commentary

2. BCJ Developer's Progress Report

3. Karym Ventures, Inc. Update

Mr. Vickers provided a brief status update regarding the foregoing proposed project. He noted the Trust approved a \$25,000.00 grant to renovate an existing building located at 4905 NW 7th Avenue. He referenced a previous grant award to this organization by MMAP Trust in the amount of \$50,000.00 which enabled the renovations to commence. Mr. Vickers noted a site inspection had been conducted by staff and representatives of Karym Ventures, Inc. had responded to staff's request for information regarding expenditures. He advised that this information was contained in today's meeting package, and that an additional submittal of a complete package of financial statements was received today. Mr. Vickers stated staff would review this information to ensure compliance with the dollar threshold of the two grants and report back any discrepancies to the Trust at its next meeting.

Dr. Pinkston expressed her opposition to bringing this issue back before the Trust and requested Mr. Vickers to address any issues regarding this project.

Mr. Kuehne commended Mr. Vickers for placing this item on the agenda to provide a report on the proper utilization of the \$75,000.00 grant allocation. He suggested a process be established in which staff provided a full report before the Trust advising that funding allocations had been properly utilized prior to closing the applicant's file.

4. MMAP Related News Article

5. Budget Overview – Board of County Commissioners Submittal

6. Temporary Services Contract Pay Rates

7. Charitable Fund Budget – Expenditures

8. Proposed Ordinance – Documentary Stamps Surtax

III. TRUST ITEMS

A. Trust Action Items

- 1. Election of MMAP Board Officers**
- 2. Board Appointments – Vacancies**

B. Trust Informational Items

1. Miami-Dade Affordable Housing Strategies Alliance Task Force

Chairperson Jones announced his nomination of MMAP Trust's Housing Chairperson, Ms. Greicy Lovin-Meighan, to serve as the Trust's representative to the Miami-Dade Affordable Housing Strategies Alliance Task Force. He noted Mr. Arthur Barnes volunteered to serve as an alternate for this position.

It was moved by Dr. Smith that the Trust appoint Ms. Lovin-Meighan to serve as the Trust Representative to the Miami-Dade Affordable Housing Strategies Alliance Task Force and Mr. Arthur Barnes as the alternate. This motion was seconded by Mr. Barnes, and upon being put to a vote, passed by a unanimous vote of those present.

Mr. Kuehne noted for the record that the Trust needed to work better with the Commissioners to be given priority consideration when issues regarding the community required resolution through the creation of task force or Ad Hoc committee. He suggested providing the person responsible for questioning why the Trust was not represented on this Task Force.

Chairperson Jones reminded members that a Budget Hearing was being held today at the Stephen P. Clark Center at 5:00 p.m.

NON-AGENDA ITEMS REPORT: PRESENTATIONS

1. ACTION RESOURCE CENTER

Ms. Andrea McClain, appeared and on behalf of the Action Resource Center (ARC), presented Mr. Vickers with a Certificate of Appreciation to the Trust for its sponsorship of the Mothers' Day event. She provided a brief historical overview of the organizations structure and purpose. Ms. McClain advised that the company experienced recent expansion through the adoption of the Action Embroidery, Action Beauty Salon, and Action Crusaders. The ARC was located in the heart of the city at 6050 NW 27th Avenue, Miami, on a 20,000 square foot parcel of land. Development planned for this site included a mixed-use facility containing eight affordable housing units, a dental office, a mortgage office, and a family practice office. Ms. McClain requested MMAP Trust's assistance with contingency funding in the amount of \$650,000.00. She stated the contact person was Ms. Sylvia Ferguson, Financial Advisor. Ms. McClain announced that twenty-two (22) new jobs would be created and expressed the agency's desire to have the Trust operate the affordable housing component of this project.

Mr. Barnes noted the Economic Development Committee recommended approval of this proposal for funding and advised that the ARC had worked with Trust staff and committees throughout the past year to develop a sufficient proposal. He further noted the agency's operations were located immediately south of the Martin Luther King Metrorail Station.

Mr. Vickers stated surtax funds would be targeted only for the affordable housing component of the project. He requested the opportunity to meet with ARC representatives to discuss how the Trust might assist with their project. Mr. Vickers noted the feasibility of acquiring the property adjacent to property owned by ARC would be investigated.

Mr. Barnes suggested in the event the property could not be acquired, the property owned by the Trust be considered for this project.

2. CINDY CAMPBELL'S RETIREMENT

Mr. Vickers provided a farewell speech to Ms. Cindy Campbell, MLK Leadership Academy staff member, in observance of her 30-year retirement. He spoke briefly regarding Ms. Campbell's history with the MMAP Trust organization and presented her with a plaque on behalf of the MMAP Trust staff.

Chairperson Jones commented that Ms. Campbell provided a high level of quality service and was truly irreplaceable. He noted that since 1988, she had been involved with the annual Civil Rights Historical Education Tour and had continuously volunteered her time to serve the agency on every level.

3. RED ROCK GLOBAL, L.L.C.

Chairperson Jones introduced the foregoing items and noted backup documentation referenced inquiries from County Administration regarding the status of MMAP Trust's approval of this proposal. He pointed out that the Trust had not approved this project.

Mr. Crapp stated he recalled the Red Rock issues being mentioned during the discussion of a separate item; however, he did not remember any action being taken that would warrant a withdrawal of the item.

Chairperson Jones requested staff to revise the language in the foregoing item to include the proper wording and correct action taken by the Trust on the memorandum regarding Red Rock Global, L.L.C.

Mr. Vickers noted staff's initial recommendation was for Trust approval to move the Red Rock Global New Pride Homes proposal to preliminary underwriting for review. He stated for the record that no recommendation for approval of full funding or any portion thereof was ever made pertaining to the Red Rock L.L.C. Mr. Vickers advised that the Trust could withdraw proposals from underwriting any time it deemed appropriate.

Ms. Lovin-Meighan provided members with a status report regarding the Town Park Village Housing initiative as an information only item. She expressed concern regarding problems with bringing the buildings up to U.S. Housing and Urban Development (HUD) standards to qualify for funding. Ms. Lovin-Meighan advised that requests for matching funds for this initiative would be forthcoming to the Trust following the committee review process.

ADJOURNMENT

There being no further business to come before the Trust, the meeting was adjourned at 3:32 p.m.

John T. Jones, Jr., Chairperson
Metro Miami Action Plan Trust